TPAC Subcommittee Work Task List

		Fiscal Year FY21
Subcommittee	Planning & Prioritization	Time Period February-July

			Lead Agency(s)		Partner Subcommitte		ımittee
Task Type	Description	Task Month(s)	CAMPO	GoTriangle	B&F	P&P	PE&C
Recurring/Annual	Provide Scope Review Dispositions for Quarterly Work Plan Amendment Requests	Ongoing	х		х		
Specialized	Development of a Policy for Wake Transit Interests in Real Estate and Make Recommendation to TPAC	February-March	Х				
Specialized	Discuss and Provide Input on Scope Elements and Schedule for Wake Bus Plan Update	February-April		х			
Recurring/Annual	Review of FY2022 Wake Transit Work Plan in transition between Draft to Recommended Status	February-April	х		х		
Recurring/Annual	Coordination with Providers for Project Submissions for Federal and State Funding Sources	April-May	х		х		
Recurring/Annual	Begin Annual Review of Bus Service Data Against Adopted Service Guidelines and Performance Measures	June	х	х			

TPAC Subcommittee Work Task List

Subcommittee

Budget & Finance Fiscal Year FY21
Time Period February-July

			Lead Agency(s)		Partner Subcommittee		
Task Type	Description	Task Month(s)	CAMPO	GoTriangle	B&F	P&P	PE&C
Recurring/Annual	Review and provide a financial disposition for Quarterly Work Plan amendment requests	Quarterly	Х	Х		Х	
Recurring/Annual	Escalation in Model and Other Model Assumptions, including fare and federal assumptions updates from workgroups	February - June		x			
Tracking/Oversight	Review financial components of Operating and Capital Agreements for FY 2022	February - June		x		Х	
Specialized	Review and recommend updated Wake Transit Billing, Payment and Reimbursement Policy and Guidelines to address encumbrances	February - June		Х			
Specialized	Develop funding guidelines for incorporating art and culture elements into Wake Transit capital projects	February - June		Х			
Specialized	Discuss and consider the option for a two (2) year reprieve of matching the Approved Existing Baseline Funding for fiscal years 2020 and 2021 due to COVID-19 impacts	February - June		X			
Recurring/Annual	Review FY2022 Wake Transit Work Plan financials during transition from Draft to Recommended plan status	March - April	Х	Х		Х	

TPAC Subcommittee Work Task List

	Public Engagement & Comms			Fiscal Year	FY22		
Subcommittee				February-July			
			Lead Agency(s)		Partner Subcommittee(s)		
Task Type	Description	Task Month(s)	CAMPO	GoTriangle	B&F	P&P	PE&C
Recurring/Annual	Receive the Wake Transit engagement development schedule	February		х			
	Provide feedback and support for Annual Work Plan CE						
Recurring/Annual	Strategy development, material creation and strategy	February		х			
	Review and provide feedback on the draft update to the						
Recurring/Annual	Community Engagement Policy	February-April		х			
	Support the update process for the GoForwardnc.org/Wake						
Recurring/Annual	County web pages	February-April		х			
	Continuously disseminate information back to member						
Recurring/Annual	agencies, community organizations and stakeholders	February-July		х			
	Receive regular updates from Lead Agencies on current Wake						
Recurring/Annual	Transit PE&C related activities	February-July		х			
<u> </u>	Receive project sponsor Community Engagement Strategy						
Recurring/Annual	presentations	February-July		х			
Recurring/Annual	Receive new and updated Wake Transit materials, as needed	February-July		х			
	Provide support throughout the Wake Transit Performance						
Specialized	Tracker development process	February-May	x				
	Receive list and presentation schedule of plans, programs and						
Recurring/Annual	projects that need individual CE strategies in FY2022	February-May		х			
	Determine network of TDM Partners and methods of ongoing						
Specialized	communication	March-May					
	Receive and recommend the establishment of an engagement						
Recurring/Annual	focused quarterly reporting tool	May		х			
	Receive the Annual Work Plan Community Engagement						
Recurring/Annual	Summary Report	June		х			
	Participate in the annual after-action review process and						
Recurring/Annual	support needed revisions and updates	July		х		Х	
-	Receive and approve the PE&C Subcommittee August-January						
Recurring/Annual	Work Task List	July		Х			