

TRANSIT SERVICE DELIVERY ADVISORY COMMITTEE MINUTES

12th Floor North Conference Room
600 East Main Street
Richmond, VA 23219
Monday, June 17, 2013
10 a.m. – 2 p.m.

1. Call to Order – Chair (10:03 a.m.)

Members Present:

John McGlennon	Cindy Mester
Roger Cole	Ken Pollock
Kevin Page	Steve Pittard
Donna Shaunesey	Al Harf

2. Public Comment Period

None was made at this time.

3. Approval of Minutes

Minutes were deferred for consideration on July 1, pending one modification to the public comment portion.

4. Presentations of Test Scenario Results and Discussion

Consultant Ryan Gallivan presented his preliminary assessment of the model components. His report is available here:

<http://www.drpt.virginia.gov/activities/files%5CTechnical%20Assessment%20of%20Model%20Components.pdf>

TSDAC Committee discussed the scenario results and the consultant's assessment, reviewing the goals of the allocation process:

- Promote Efficiency
- Promote Effectiveness
- Ensure Stability
- Reward Improvement
- Recognize Constant High Performance/Current Success

In general, the group recognized the limitations of basing sizing solely on ridership, and agreed that a blended approach was better. Scenario 1 was generally preferred over Scenario 2. DRPT recommended that models 9-12 were the best scenarios (these models will be posted at a later date). These models are based on Scenario1 and use a sizing factor based on

both ridership and operating cost. The group asked Ryan Gallivan to explore mechanisms to avoid penalizing high performers (operators that have little room for improvement).

TSDAC members followed up on the discussion from the last meeting regarding use of Seat Miles as a metric. As promised, transit operators demonstrated how a Seat Miles calculation could be constructed and showed different scenarios for calculating same. It was recognized that consideration of such a metric would require clear direction to transit systems on calculations and perhaps technical assistance.

<http://www.drpt.virginia.gov/activities/files%5CThe%20Science%20of%20Seat%20Miles%20Estimation.pdf>

5. Staff Presentation on Historic and Current Capital Asset and Replacement Needs

This spreadsheet will be posted at a later date.

6. Lunch

7. Staff Recommendation on Use of Current Budget vs. Actual Past Operating Costs for Formula

8. Public Comment

- Kelly Coyner (NVTC) – asked that her comments from the last meeting be correctly reflected in the June 3, 2013 minutes.
- Brian Smith (HRT) – suggested an alternative approach to development of the allocation formula, explained in the following presentation:
<http://www.drpt.virginia.gov/activities/files%5CHRT%20Unifying%20Metric.pdf>
- <http://www.drpt.virginia.gov/activities/files%5CAn%20Application%20of%20the%20Balanced%20Scorecard%20to%20Public%20Transit%20System%20Performance%20Assessment.pdf>
- Steve Yaffe (Fairfax) – stated that we need not to make this too complicated, not to give too much detail on others’ “slices”. He recommended to avoid unnecessarily complicating the process and to remove sizing from the standards of measurement.
- Linda McMinimy (VTA) – stated it is easier to measure cost and efficiency; however, some effectiveness measures are more difficult to measure because they describe the less tangible benefits of transit. She cautioned against setting aside too much of a reserve.

9. Direction to Staff on Additional Operating Funds Formula and Consideration of Capital Tiering

Presentation -

<http://www.drpt.virginia.gov/activities/files%5Ccapital%20and%20operating%20presentation%20tsdac%20kp%20edits.pdf>

Spreadsheet -

<http://www.drpt.virginia.gov/activities/files%5CTSDAC%20Capital%20Budget%20Comparison%202012-2013.pdf>

The group discussed a proposal that the additional capital assistance generated in FY14 be allocated in FY2015 and allowed the creation of a reserve fund of somewhere in the vicinity of 5% to cover off-cycle grants, create year-to-year stability in the state share, and cover end of year adjustments. Staff was asked to provide definitions of the proposed capital tiers to avoid confusion.

Motion to accept the proposal was made by Cindy Mester, seconded by Steve Pittard, and unanimously agreed upon by committee.

10. Plans for July 1 Meeting

- Ryan Gallivan will present ideas for modifying test models in order to avoid penalizing high performers.
- The group will look further into the test models 9-12 and consider the longer term impact of this process.
- The group will consider the availability of appropriate data and the possible need for transitional implementation of the allocation formula for new funds.
- The group will discuss the need to define a “standard proficiency” for each system that can be drawn from national statistics.
- TSDAC staff will document Capital Tier definitions and document a recommendation regarding use of current budget versus actual operating costs for transit operating assistance.

11. Adjourn