
ATTAINMENT REPORT ADVISORY COMMITTEE (ARAC)

MEETING #1 SUMMARY

TSO RICHARD TRAINOR CONFERENCE ROOM

FEBRUARY 5, 2018

2:00 - 4:00 PM

1. Introductions and Role of the Advisory Committee

Michelle Martin, Maryland Department of Transportation (MDOT), welcomed the ARAC members. She noted that the committee convenes every five years, in conjunction with the update of the Maryland long-range Transportation Plan (MTP). The role of the Advisory Committee is to provide recommendations on changes to the performance measures reported in the Attainment Report (AR). MDOT staff will develop and present proposed changes for input at each of the upcoming ARAC meetings. All subsequent meetings will be interactive in nature and revolve around discussion of the proposed changes to performance measures under each MTP goal area.

Pat Keller, Assistant Secretary, Maryland Department of Planning is Chair of the ARAC.

2. Overview of MDOT and the Maryland Transportation System

Michelle Martin provided an overview of MDOT and its Transportation Business Units (TBUs). She provided an overview of the State Transportation System, facts about the system, and trends being analyzed for the 2040 MTP update.

3. Overview of the State Report on Transportation

Stacy Cook of Cambridge Systematics provided an overview of the State Report on Transportation, including the 2040 MTP draft Goals, and introduced the Advisory Committee to the contents of the 2018 Attainment Report, which can be found online by [clicking here](#), or visiting www.mdot.maryland.gov/AR. The MTP provides the overall policy direction of the Department, and guides transportation investment decisions, but does not contain a list of actual projects (www.mdot.maryland.gov/MTP). The Consolidated Transportation Program (CTP) is the annual capital project programming document (www.ctp.maryland.gov). The AR provides an annual evaluation of transportation system performance and assesses how well MDOT is doing in achieving the transportation goals established in the MTP.

The ARAC was presented with the draft goals and objectives for the MTP (these are also available in the binders provided to each ARAC member). **ARAC members are welcome to send any comments or suggested changes on the goals and objectives to Michelle Martin at mmartin@mdot.state.md.us. These comments are requested by **February 28th**.**

ARAC members were asked to become very familiar with the MTP goals and objectives as they will be the framework guiding the selection of AR performance measures. Ideally each objective will have an associated performance measure.

A question was asked about the crossover between the federally required performance measures and the performance measures in use by Maryland. Mike Haley responded that state departments of transportation (DOT) are required to report certain performance measures to the federal government, per federal law and regulations, to allow for reporting back to Congress on how well federal funding is being used to meet national transportation objectives. The intent is not for the AR to mirror the federal reporting, however, there may be some measures that overlap with the federal reporting requirements. Michelle Martin noted that the MTP draft goals and objectives are consistent with national goals and planning factors, and that in the ARAC's fifth meeting there will be a review of the revised AR measures, including a review in respect to the federal measures. She noted that there is a separate mailing list which MDOT uses to keep interested members of the public apprised of progress with the 2040 MTP update, and that all ARAC members would be added to this list. If someone does not wish to be on the list they should let her know.

In addition to comments on the content of the AR, suggestions on how to improve the presentation of the data and material are also welcomed. Matt Hardy noted that Minnesota DOT uses a green/yellow/red indicator to provide a visual cue as to how well the state DOT is performing on each individual measure, as well as an indicator of the desired performance trend. Minnesota DOT also offers the public an Excel download of all of its performance data.

Matt Hardy also asked if the raw AR data is available for public use, and if there is some rationale for the current order of the measures and goals. Michelle Martin and Mike Haley responded that some of the data is available via Maryland's Open Data Portal, but not all of it, and that even if a data set is on the open data portal, it may not be in the same format as it appears in the AR. USDOT is considering providing the raw federal data via download for national-level performance measures as well. Michelle Martin noted that the economic prosperity goal appears first in the AR based on the economic focus of the Hogan Administration.

4. Updating the Attainment Report

Tom Harrington of Cambridge Systematics provided an overview of the AR update process, including where it fits in the overall context of performance management at MDOT, and how the AR is used to ensure that the agency delivers better results and accountability. He reviewed the requirements for the AR per Maryland statute (available in the ARAC binders), and the other performance reports produced by MDOT: the MDOT Excellerator, a management tool to assess how well MDOT is responding to our customer's needs; and the Managing for Results report, a Department of Budget and Management reporting tool. The selection criteria for assessing performance measures (were also reviewed.

Jennifer Toole asked about how the federal discussion of "Vision Zero" is impacting the AR and the MTP. Michelle Martin responded that this approach is incorporated in the Safety goal, and explicitly addressed in MDOT's Strategic Highway Safety Plan (SHSP) which has a "towards zero deaths" focus.

Michelle Martin noted the statutory requirement for the AR to discuss the difference in transportation needs of urban and rural areas of the state to ensure that the document is balanced in nature. The statutory language is available in the ARAC binders and members were encouraged to review it to better understand the legislative guidance.

Matt Hardy asked if the ARAC sets the targets for the performance measures. Mike Haley responded that the MDOT TBUs set the targets, as they are often driven by resource allocation and other considerations, but that the ARAC can provide input on the targets.

A question was asked about how the AR is currently distributed. Michelle Martin responded that the report is on MDOT's website and that dissemination also typically occurs in conjunction with the TBUs, but that the ARAC will have a chance to provide input on how the document is disseminated at Meeting 4. Note that there is an AR Dashboard on the MDOT website, highlighting performance measures of most interest to the public. This AR Dashboard can be found at www.mdot.maryland.gov/ARDashboard.

5. Next Steps and "Homework"

Upcoming meetings are listed in the ARAC binder. Michelle Martin asked everyone to please take note that the meeting dates for meetings 3, 4, and 5 were shifted so that all meetings will take place on Mondays at 2:00 pm.

A question was asked regarding the availability of a conference call number to call into the meeting. Steve Chan noted that the MARC Rider's Advisory Council uses a service called CART, which MDOT MTA provides to aid participation for persons with disabilities. It transcribes verbatim what is said on a call, so even if one cannot hear what is said they can follow along with the discussion. Steve Chan offered to provide information on the CART service. Pat Keller asked the committee members for feedback about interest in a conference call capability, however, the group's consensus was that it is best for all members to meet in person.

Steve Chan suggested that web design experts be consulted in order to provide some suggestions and insight as to how data can best be presented to the public via the web.

Joel Dunn asked Michelle Martin if she was familiar with a recent MDOT contracting effort based on a "pay for performance" approach. He would like to learn more about this initiative and thinks it may have something to add to the ARAC's discussions. Michelle Martin committed to follow up with him and provide a contact person who has information on "pay for performance."

The following "homework" was assigned to the ARAC:

- Review and become familiar with the 2018 Attainment Report content
- Review the performance measure selection criteria (available in the binder)
- Provide any feedback on the draft MTP goals and objectives by February 28th to Michelle Martin

ARAC Members in Attendance

<u>Representation</u>	<u>Name</u>	<u>Title</u>	<u>Organization</u>
Chair / Maryland Department of Planning	Pat Keller	Assistant Secretary for Planning Services	Maryland Department of Planning
Maryland Business Community	Christine Ross	President/CEO	MD Chamber of Commerce
Disabled Citizens Community	Janice Jackson	Commissioner	Maryland Commission on Disabilities
Rural Interests	Geoff Turner	President/CEO	Choptank Transport
Auto Users Group	Ragina Cooper Averella	Public & Gov't Affairs Manager	AAA
Transit Users Group	Steve Chan	US Department of Veterans Affairs	Chair, MARC Riders Advisory Council
National Expert: Transportation Demand Management	Nicholas William Ramfos	Director, Transportation Operations Programs	Metropolitan Washington Council of Governments
National Expert: Pedestrian/Bike Transportation	Jennifer L. Toole, AICP, ASLA	President	Toole Design Group
National Expert: Transportation Performance Management	Matthew H. Hardy, Ph.D.	Program Director for Planning and Policy	American Association of State Highway and Transportation Officials (AASHTO)
Environmental Advocacy Organization	Joel Dunn	President/CEO	The Chesapeake Conservancy
Maryland Association of Counties	Alex Rawls	Long-Range Planner	Harford County Planning & Zoning
Maryland Municipal League	Jim Beauchamp	Town Council Vice President	Town of Centreville
	Tim Davis	Transportation Planner	City of Frederick

ARAC Members Unable to Attend

<u>Representation</u>	<u>Name</u>	<u>Title</u>	<u>Organization</u>
Goods Movement Industry	Louis Campion	President/CEO	Maryland Motor Truck Association
Maryland Association of Counties	Keith Hall, AICP	Chief, Long Range and Transportation Planning	Wicomico County

Other Attendees

<u>Name</u>	<u>Organization</u>
Michelle Martin	MDOT The Secretary's Office (TSO)
Mike Haley	MDOT TSO
Virginia Burke	MDOT TSO
Gladys Hurwitz	MDOT TSO
Beth Counterman	MDOT TSO
Lorraine Moore	MDOT State Highway Administration (SHA)
Phil Sullivan	MDOT Maryland Transit Administration (MTA)
David Greene	Maryland Transportation Authority (MDTA)
Sarah Clifford	MDTA
Kevin Clarke	MDOT Maryland Aviation Administration (MAA)
Tony Storck	MDOT MAA
Shawn Ames	MDOT MAA
Jim Dwyer	MDOT Maryland Port Administration (MPA)
Kameel Hall	MDOT Motor Vehicle Administration (MVA)
Juanita Grey	MDOT MVA
Tom Harrington	Cambridge Systematics (CS)
Stacy Cook	Cambridge Systematics (CS)
Shana Johnson	Foursquare ITP