



To: TPAC Members/Alternates & Stakeholders
From: Jennifer Green, GoTriangle, Wake Transit Bus Plan Project Manager
Date: February 14, 2018
RE: Request creation of a Coordinated Human Services Transportation Plan Work Group as a part of the Bus Plan Core Technical Team

Action Requested

The Bus Plan Core Technical Team requests that the TPAC approve the creation of a Coordinated Human Services Plan Work Group, as a sub-group to the Bus Plan Core Technical Team.

Background and Purpose

Task 5 of the Wake Transit Bus Plan is a review and update of the local Coordinated Human Services Transportation Plan (CHSTP) for the CAMPO region and the City of Raleigh, which includes Wake County and surrounding communities. The last plan was completed in 2013. Federal transportation law requires that projects selected for funding under certain grant programs be derived from a coordinated human service and public transit plan that is locally developed through a process that includes transportation and human service providers as well as members of the public. The updated plan will be presented to CAMPO and the City of Raleigh for approval as determined by the federal process, while the TPAC and FTA-required stakeholders such as the transit partners, municipalities and human services transportation providers will be participants in the plan development. The Project Level Decision Making memo approved by the TPAC in Sept 2017 defines the approval process for this item as well. The TPAC has delegated responsibility for updating the CHSTP to the Core Technical Team (CTT) as part of the Wake Transit Bus Plan.

The CTT recommends a new Work Group specifically to focus on the CHSTP sub-task of the Bus Plan. A dedicated group can work on this task more quickly by assigning resources and staff to this assignment. A Work Group focused on the CHSTP allows the Bus Plan CTT to focus on the technical elements of the bus operating and capital plan also under development, while dedicating resources to the CHSTP.

With technical support from the Bus Plan consulting team, the CHSTP Work Group would be tasked with:

- Reviewing and commenting on the inventory, needs assessment, and gap analysis
- Engaging a larger group of riders, transportation providers and human service representatives to develop and refine service priorities
- Designing and executing the stakeholder outreach process

The CHSTP Work Group would report back to the Bus Plan core technical team with recommendations prior to implementation.

The Bus Plan CTT recommends that the CHSTP Work Group consist of representation from GoRaleigh, GoTriangle, GoCary, Wake County, CAMPO, and 1 or 2 community funding area representatives. Agencies will be requested to recommend staff to participate who are focused on ADA paratransit and human services transportation issues.