

Durham Orange Joint Staff Working Group
October 11, 2018 Meeting Minutes

Roll Call:

GoTriangle: Patrick McDonough, Geoff Green (Alternate)
DCHC MPO: Aaron Cain, Meg Scully (Alternate)
Orange County: Theo Letman –Alternate,
Durham County: Linda Thomas-Wallace, Evan Tenenbaum (Alternate)
SWG Admin: Mo Devlin, recorded minutes
Non-Voting Members listed on last page.

Item 2 Election of Chair Position

Because John Tallmadge resigned from SWG and Patrick McDonough was appointed, with Geoff Green as alternate (Jeff Mann letter, October 8, 2018), the Chair position is open for both SWGs. Durham - Patrick nominated Aaron Cain to be Chair, Linda seconded. Voted unanimously. Orange- Patrick nominated Aaron Cain, Theo seconded. Voted unanimously.

Aaron was Vice Chair, therefore this position is open.
Durham – Aaron nominated Patrick, Linda seconded. Voted unanimously.
Orange - Aaron nominated Patrick, Theo seconded. Voted unanimously.

Item 3 – Open Issues

3a. FY2019 Calendar – Mo discussed that FY2019 Calendar is assuming that FY2020 Project Requests will be issued by GoTriangle with FY2020 Transit Plan amount already included. Praveen of GoTriangle agreed that these could be sent to Project Sponsors by the end of January.

3b. Committee Updates

Policy – Aaron reported there has been two meetings to date, with one more in one week. There has been considerable discussion about carryover and the committee is working on a recommendation for carryover. For those who are interested in the discussion they should attend the next meeting. The committee will present recommendations for adoption by the SWG, probably in December.

Finance – Mo presented a revised invoice template that had been discussed with the Finance Group. The template incorporates the KPIs of the Project Request form. Theo asked whether milestones for capital projects might be appropriate instead of KPIs. Meg highlighted that this could stay consistent with the FTA, and that SWG would not ask for anything more than needs to be reported to FTA.

3c. Transit Plans and Funding Presentation by Praveen

Praveen presented a GoTriangle prepared overview of the Transit Plan funding. During the discussion of “Operating Expenses” Aaron updated the group that the presentation represented the current process, but that the Policy committee was discussing a revision to “use it or lose it” with the unused funding being made available to other projects. During the “Capital Expenditures” section, Linda asked about the hierarchy, and Aaron talked about how a policy for unused capital funds was also being discussed. Aaron recommended that anyone interested in policies regarding unused funding attend the next Policy committee meeting. Praveen shared that the presentation was going to be used in a discussion with the City of Durham and the County of Durham Managers, scheduled for October 12, 2018.

Adjourned at 4:23pm

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Non-Voting Members:

Julian Aldee-Apprentice, Durham County
Brenda Taylor – Finance, Durham County
Jennifer Keep
Zachary Hallock
Praveen Sridharan
Saundra Freeman
Harmon Crutchfield
Bergen Watterson
Jon Dodson
Tina Moon