

Project Oversight Committee 9/27/2018 Meeting Summary

Members: Wayne Herron (POC Chair); Stuart Basham; Gwen Cook; Bill Coxe; Ashley Landis; Brett Canipe; CJ O'Neill; David McDonald; Bill Thunberg (phone); Andrew Ventresca (phone); Cami Weckerly (phone); Bjorn Hansen (phone)

Staff: Neil Burke, Erin Kinne, Candice Rorie, Theo Thomson

Agenda Item	Purpose	Summary/Follow Up/Decisions	Person Responsible	Follow-Up Status
2. Bonus Allocation Projects	<ul style="list-style-type: none"> • Update on Bonus Allocation (BA) projects • Follow-up to discussion of BA funds request at August 23 Project Oversight Committee meeting 	<ol style="list-style-type: none"> 1. David Wasserman created the BA projects Excel spreadsheet. 2. POC members had questions about the column titles and on the funding amounts for some projects. 3. Erin led the group through the BA funding projects timelines. Projects must have funding authorized by June 30, 2020 to avoid rescission. Some of the projects have timelines that are close or very close to putting them at risk for rescission. 4. If projects slip beyond June 2020, they would have to be brought to BOT by May 2020 for information on alternative funding. 5. Staff will keep a close eye on other projects' schedules and will explore using other funding sources if needed to avoid rescission. 	Neil Burke, Erin Kinne	Will contact Van Argabright & David Wasserman for clarification on some of the spreadsheet data and to see if we can swap BA funds with Trust funds for C-5621, a project on a very tight schedule.
3. Update on Policy Document Development	<ul style="list-style-type: none"> • Overview of Policy Document Development Working Group meeting #1, held 	<ol style="list-style-type: none"> 1. The group determined 5 principles to guide policy development: equitable process; consistently applied; cost-effective in terms of personnel and resources available to implement it; easily understood by potential 	Wayne Herron, Erin Kinne, Neil Burke	POC members will receive regular updates on development of the Policy Document.

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	on August 29	<p>applicants; transparency</p> <p>2. Next steps in the policy development process: focus group discussions with POC members, NCDOT staff, and CAMPO staff; focus group discussions with MPO members; Working Group meetings through December 2018; policy document to the POC in December, to TCC & Board for information in January 2019 and action in February 2019.</p>		The remaining four meetings of the Working Group are scheduled through December 2018.
4. Project Oversight Committee Presentation	<ul style="list-style-type: none"> Review draft PowerPoint presentation 	<p>1. Reviewed the POC presentation for the annual report to the TCC and the Board. POC members suggested minor tweaks to the presentation.</p> <p>2. Presentation summarizes the activities of the POC in 2018 and the status of CRTPO's discretionary funded projects.</p>	Erin Kinne	Will give presentation at October TCC & Board meetings
5. Upcoming Issues	<ul style="list-style-type: none"> Review items that may be discussed at the October 11 meeting. 	<p>1. Discuss options for swapping BA funding on project C-5621</p> <p>2. 3rd quarter project status updates</p>	Erin Kinne, Neil Burke	See October 11 agenda