

MEETING MINUTES

Blue-Ribbon Commission on Transportation Infrastructure Funding and Policy
 Commission Meeting | July 27, 2023 | 9:00am – 10:00am

Commission Members Present	Location	Commission Members Absent
Chair - Secretary Omer M. Osman	Springfield	Rep. Marcus Evans Jr
Romayne Brown	Virtual	Sen. Dale Fowler
Laura Calderon	Virtual	
Rep. C.D. Davidsmeyer	Virtual	
Sen. Don DeWitte	Virtual	
Jacquelyne D. Grimshaw	Virtual	
Rep. Michael Kelly	Chicago	
Thomas Kotarac	Virtual	
Duana Love	Chicago	
Rep. Mike Marron	Virtual	
Sen. Laura Murphy	Virtual	
Marc Poulos	Chicago	
Sen. Ram Villivalam	Virtual	

Other Attendees Present	Location	Representing
Michael Lampl	Chicago	Ernst & Young Infrastructure Advisors, LLC
Jacki Murdock	Virtual	CDM Smith
Carolyn Schofield	Virtual	Office of Senator Dewitte

Staff Attendees Present	Location	Representing
Holly Bieneman	Springfield	Illinois Department of Transportation
Shane Cullen	Virtual	Illinois Department of Transportation

Matt McAnarney	Springfield	Illinois Department of Transportation
Jeremy LaMarche	Chicago	Illinois Department of Transportation
Michael Vanderhoof	Springfield	Illinois Department of Transportation
Janel Veile	Virtual	Illinois Department of Transportation

Meeting Summary

1. Welcome and Introductions

Commission Chair Omer Osman called the meeting to order at 9:04am. Attendees introduced themselves. Quorum was met.

2. Approval of Minutes – February 15, 2023

Chair Osman requested approval of the minutes from the February 15, 2023 meeting. Commissioner Jacquelyne Grimshaw added that she was late but present for the previous meeting. Commissioner Laura Calderon made a motion to approve as amended, Commissioner Grimshaw seconded. All voted in favor and the motion was approved.

3. Recap of Previous Meeting

Chair Osman stated that the Commission previously met in February of this year. In the time that the Commission was preparing materials and scheduling the next meeting, the Act creating the commission inadvertently expired. At the Commission meeting in February, it was discussed that the required training to be on a Commission must be completed and the Chairman reminded the Commission to do so also confirming that a reminder will be sent out. Additionally, during the meeting the Commission discussed the duties of the Commission as outlined in the legislation and the options for carrying out the duties of the Commission. The timing it would take to complete those duties and identified next steps was also discussed. The Department began the work and resulted in the outcome of what is going to be presented today.

4. Presentation of By-laws

Chair Osman introduced Deputy Secretary Jeremy LaMarche to present the by-laws. Deputy Secretary LaMarche indicated they're still in the process of compiling the by-laws but want to get initial feedback on some of the key proposed provisions before finalizing the plans to send out as a draft copy to the Commission following the meeting in hopes the by-laws can be voted on during the next meeting. Staff will incorporate any thoughts and feedback the Commission may submit. Then the next steps will be to move forward and finalize the by-laws. The first topic of discussion was form and attendance. The Commission is able to operate under an exception to the Illinois Open Meetings Act, which allows the Commission to obtain a quorum through remote participation due to the Commission's status as the state advisory board. The Commission still needs a majority of nine (9) commission members present in some form, either in person, or remotely to conduct business, but it was proposed to allow commission meetings to be held virtually.

Deputy Secretary LaMarche continued on in the discussion for the topic of voting. Staff is proposing that actions are approved with the standard motion and second procedure and any vote requires a simple majority (nine (9) members) voting favorably to pass the

vote. From a public participation standpoint, the Open Meetings Act requires all commission meetings be open to the public unless they qualify for a closed session. It was proposed that the Commission dedicate a section on the agenda to public comment each meeting and allowing the public to provide up to five (5) minutes of testimony.

For agenda preparations, it was proposed that the Commission Chair coordinate with the Commission to prepare the meeting agenda that must be delivered to the Commission 72 hours in advance and posted publicly 48 hours in advance of a meeting. In order to help facilitate the meetings and completion of duties, it was proposed that two (2) Vice Chairs be elected from the Commission's membership. Lastly, it was proposed that the Commission be allowed to form sub- or ad hoc committees. It was proposed that each subcommittee must have at least three (3) members including a committee chairperson and that all subcommittee meetings be open to the public. Lastly, it was proposed that any sub or ad hoc committees report back to the Commission.

Chair Osman asked the record to reflect that Senator Don DeWitte and Commissioner Tom Kotarac joined the meeting.

5. Summary of Activities underway related to Scope of the Commission

Chair Osman asked Director Holly Bieneman to summarize activities and the scope of the Commission.

Director Bieneman reviewed the Duty/Actions document identifying how the Department is taking numerous efforts towards implementing some of the duties of the Commission. Director Bieneman continued the citation from the legislation is on the left and on the right is what the department has been doing.

First duty of the legislation is to evaluate current transportation funding in Illinois considering the viability of existing revenue sources and funding distribution. IDOT is required to complete a revenue study looking at the impact of electric vehicles on the collection of motor fuel tax revenue including what is the expected rate of adoption of electric vehicles and any resulting revenue loss. The study has been completed. Outreach was completed back in December. This report is in its final draft review and it is anticipated to go to continued internal review and release this summer. This anticipated report identifies potential revenue replacements. It does not recommend how to move forward or a replacement for Motor Fuel Tax, if necessary. Chair Osman indicated that IDOT would present the study to the Commission once it is approved for distribution.

Director Bieneman continued to review the document but ask the Commission to provide insight into the duty, "Evaluate the existing governance of Illinois' transportation system including roles and responsibility for the state County, township, and Municipal Governments." She continued, we have a number of places where that relationship is currently defined, but want to better understand the intent of the Commission and would like further definition by the Commission. The group did want to highlight that we are bound by the stewardship and oversight agreement we have with the Federal Highway Administration.

Commissioner Marc Poulos indicated that he believes this relates to project delivery. Municipalities complain about approval time at the Department and maybe there are updates available to the governing and approval structure to move projects faster. A

good place to start would be taking a look at the manuals that IDOT already has to be sure they are the most up to date.

Director Bieneman continued that IDOT has some information on current workforce needs, a workforce plan and an HCCTP Program that is nationally known. A significant increase for recruitment activities is underway. At future meetings the Director of Finance and Administration could be invited for presenting if the Commission is interested.

Regarding current and future data needs, she indicates the Department has a lot of data and are trying to improve our access to it. Director Bieneman noted that at the Office of Planning and Programming (OP&P), they are purchasing data that is shareable with their planning and programming partners. OP&P is also developing an Enterprise Asset management System, which provides different scenarios for asset management based on a number of factors including funding available. That should be functional during the next MYP development.

Chair Osman mentions the amount of data at the Department is significant. The Department is using data from the outside also, if available. The Chairman asked, to what extent is the data available to partners?

Director Bieneman provided an example of "Replica." Replica shows us how and why people are moving throughout the day. IDOT purchased this data and have made it available to local governments in order to help make the best decisions. OP&P has worked with MPO's for statewide data sets to make the best planning decisions as possible as it also couples with information such as demographics.

Director Bieneman continued to review the document, indicating that they have been working towards more department-wide use of electronic signatures in hope to move things quicker. Currently in review is how they can delegate approval on low impact environmental reviews to the district and local roads. Staffing at IDOT has been an Issue at all levels. It is hoped with the authority of using CMGC, Progressive Design Build, and Design/Build will move some projects through quicker. Currently in review is the need for the Illinois Commerce Commission to be part of the IDOT land acquisition process when involving railroads.

Chair Osman asked Director Bieneman to expand on ICC role when Department is purchasing land that the railroads own. They are attempting to understand the process and lessen the burden on us on acquiring the land from railroads.

Director Bieneman added that they have measures of equity in how most of our competitive programs are prioritized. However, because a project is located in a disadvantaged community, does not mean that it will be helpful or useful to residents of that community. One example of the Department is to use Replica data to evaluate the demographics of the users of our system.

Director Bieneman continued to summarize charts and information provided in the meeting invite related to emerging topics including safety, racial equity, and climate change. This is all part of the Long-Range Transportation Plan (LRTP). She further

explains that OP&P plans to identify twenty topics areas for emerging trends in the system profile task of the LRTP.

Director Bieneman added that economic growth is considered through the Data Driven decision process. Additionally, economic development program and freight program provide analysis as well. The Department recently prepared a study on how to integrate REMI into their travel demand model to understand the long term economic impact of our projects. The Data Driven Decision process is well documented on our website, however, due to the updates related to Equity and Emissions, no new capacity projects were included during the most recent program development. It is anticipated new capacity projects will be evaluated for inclusion during the next program development.

Director Bieneman completed the review of the duties of the legislation and actions the Department has been working on towards them. Chair Osman opens the floor for open discussion.

Commissioner Poulos supported a presentation on the revenue study for CEJA. He asked that any information be provided with significant lead time to be able to review materials prior to meeting for a deeper dive into these discussions.

Senator Murphy supported working with the locals. She understood that IDOT has manuals, but they need to be implemented uniformly. She continued that we also need to be sure IDOT is working with other groups. For example, CMAP does a great job of compiling transportation user information. IDOT shouldn't work in a silo with their information to prevent duplicating efforts.

Chair Osman responded - I agree, IDOT does rely on CMAP and works closely with them.

Director Bieneman added that for example, a data need was identified by CMAP and the department met with all the other MPO's to determine if it would be a useful data set for the other fifteen MPOs in the state. The other MPOs agreed it would and they worked with CMAP to procure the data set using IDOT funding.

Chair Osman suggested members of commission attend fall planning conference.

Bureau Chief Michael Vanderhoof provided information on the fall planning conference, who is in attendance, and what information is shared. The conference will be held October 2nd-4th at Crowne Plaza in Springfield. The first day is a half day workshop on EV planning. The remainder of the meeting will be breakout sessions, outreach on LRTP, emerging topics of importance, working to understand the various definitions of equity. The intent is to get transportation planners that IDOT works with on the same page. Vanderhoof noted that further details and draft agenda on the conference will be shared with the Commission.

6. Consultant Scope

Chair Osman indicated as summarized by Director Bieneman, some of the duties of the commission will be covered through the long range transportation plan (LRTP). He noted that they have that scope available for discussion, if it was desired. He further noted that, their staff is stretched thin while trying to deliver the largest program in the history of the Department, including the largest letting in the history of the Department in

June. The Department is relying on their consultant industry more than ever and we will need to secure that help before much more can be done on this Commission. At minimum, it will take six (6) months to procure a consultant once a scope and budget is identified. Noting further, they do have overlapping work with our long range transportation plan that will address some of the items included in the duties part of the enabling legislation. Chair Osman turned the meeting over to Bureau Chief Vanderhoof, to discuss the current scope with their consultant for their consideration.

Bureau Chief Vanderhoof stated there are federal and state requirements for a LRTP. Because of this, they are going to be evaluating existing conditions and likely future conditions and setting the vision for the department. The plan will have extensive public and stakeholder output, developing outward facing materials, putting together stakeholder groups, meeting with MPOs, having public meetings in person and virtual, and going to the state fair. He further noted, they have adjusted our scope of work a little since the last meeting to remove some of the administrative functions of the Commission such as agenda preparation, minute taking, and scheduling. The scope of work does include considerations of workforce or workforce development.

Director Bieneman identified that another consideration is that not only is the work occurring, but the involvement of the commission gives us an opportunity to really raise the profile of the LRTP.

Commissioner Love asked if there are alternative methods for delivering the scope and if the team today proposing we move forward with the LRTP as our deliverable for the Commission?

Chair Osman responded that for the Department to procure a new consultant, it will take a minimum of six months and the deadline within the legislation is fast approaching.

Director Bieneman indicated that they are proposing using the LRTP to develop technical memos related to the tasks, which could be used to develop the report that the commission is tasked with. There are no longer tasks in the LRTP scope to create recommendations for the Commission's report. Bieneman continued that they are proposing using this to work through the process and develop information and technical memos to the Commission regarding topics of concern.

Commissioner Poulos asked who the consultant is for the LRTP, the department responded HDR (prime), CDM Smith, Quigg, and Kaskaskia Group.

Chair Osman confirmed that these are consultants that are all IDOT pre-qualified.

Director Bieneman added that the majority of the Commission related work will be performed by CDM Smith, mentioning two studies CDM Smith is already working on or have worked on include the Revenue study and Innovative Project Delivery contracts including bridge bundling.

Commissioner Poulos asked if while looking at revenues and the impact of EV's, if they reviewed what are other states doing in addition to the rest of the world?

Director Bieneman responded that one of the benefits of the consultant is that they actually work on those items in other states and the Consultants are leveraged because

of their national experience. Director Bieneman added that she attended a conference with folks from Europe who spoke on how they do innovative revenue collection.

Director Bieneman added that the revenue study looks at alternative revenue sources that are throughout the nation and identify what they are being used in Illinois and other states. Then we use that data to inform our analysis.

Chair Osman asked Jacki Murdock from CDM Smith to discuss previous experiences with similar type work. Ms. Murdock offered that CDM Smith has worked on similar reports and commissions in Nevada, Ohio, Vermont, Indiana, Missouri, Hawaii, and Arizona.

Commissioner Grimshaw asked if consultants are looking at Transportation projects considering climate change? She further asked if meeting engagements done in-house or with a consultant?

Bureau Chief Vanderhoof added that IDOT has numerous efforts underway related to resiliency and climate change and explained several programs further. The PROTECT program requires states to evaluate impacts due to climate change. The EV program and carbon reduction program and strategy will evaluate how effective projects are at reducing carbon including approaches like mode shift and travel demand management.

Commissioner Poulos requested the more detailed scope of LRTP so the Commission can be aware of what the LRTP will provide data on. He believes the LRTP will be a very comprehensive document. The Commission could then provide input.

Director Bieneman asked if there was flexibility in the scope if after reviewing the Commission may want to add or change items.

Bureau Chief Vanderhoof indicated that there is flexibility on the scope, however we have taken significant time to negotiate and will need to execute as soon as possible.

Commissioner Love asked if the Department has a proposal for preparing a report? Director Bieneman indicated that there are a few options. The options included: 1) include in LRTP scope, 2) procure another consultant or 3) draft the report in-house, which would be burdensome for the Department. Commissioner Love followed up asking if the Department revisited the idea of working with universities. Director Bieneman indicated that the Department can enter into agreements with public universities. She further explained that they do rely on students which can be timely to hire, but it is possible. It hasn't been evaluated further.

Commissioner Grimshaw asked about the community engagement portion of the LRTP scope. Bureau Chief Vanderhoof indicated community engagement is included in the scope of the LRTP and will develop an outreach plan, develop a communication and comment management system, convene virtual advisory group, attend MPO meetings, conduct internal long-range workshops, virtual tools development and management, hold in person events or online public events and develop and convene a diversity and inclusion task force. They would like public involvement to start as soon as possible. Commissioner Grimshaw asked if the timeline remains the same 7-month timeframe? Chair Osman indicated that the timeframe has remained the same and the Commission needs to discuss the timeframe as IDOT doesn't believe the timeline will be enough.

Commissioner Poulos added some of the things that need tackled, may not be in the LRTP, for example - decarbonization. He further asked, if a transportation agency take a role? If so, what role? Concerns that the LRTP may remain status quo. Having a consultant that IDOT has used in the past may make challenging the status quo more difficult. Commissioner Grimshaw indicates that sharing the scope would be good.

Director Bieneman added that they will send the LRTP scope and anything that the Commission feels isn't included can be discussed.

Commissioner Calderon asked if they are or are not looking to approve the LRTP scope today.

Chair Osman responded that no, the LRTP scope will be sent as an option to move forward with.

7. Next Meeting

Chair Osman commented that he thought weekly meetings would not be productive and that a monthly meeting may be more productive. However, based on the scope of the LRTP they are going to need to schedule another meeting soon.

The Commission discussed meeting the week of August 7, 2023, after the LRTP scope is sent and reviewed.

8. Open Business

There was no open business to discuss.

9. Adjourn

A motion was made to adjourn and seconded. The motion passed. The meeting adjourned at 10:52am.