



**NEW YORK STATE ASSOCIATION OF MPOs
SAFETY WORKING GROUP & BIKE/PED WORKING GROUP
September 26, 2017
In-Person/Webinar
@ DCTC, Poughkeepsie, NY
10:00 AM – 4:00 PM**

MEETING NOTES

Participating

- AGFTC – Jack Mance (via phone)
- BMTS – Scott Reigle
- BMTS – Cyndi Paddick
- CDTC – Sandy Misiewicz
- CDTC – Jen Ceponis
- DCTC – Emily Dozier
- ECTC – Nicolette Wagoner
- ECTC – Mike Perry
- ECTC - Scott Shaw (via phone)
- GTC – Alex Kone (via phone)
- GTC - Darin Ramsay (via phone)
- NYMTC – Sherry Southe
- OCTC – Ashlee Long
- SMTC – Danielle Krol
- SMTC – Mike Alexander
- UCTC – David Staas
- WJCATC – Geoffrey Urda
- FHWA – Maria Chau
- FHWA - Gautam Mani (via phone)
- NYSDOT Main Office – Michael Flynn (via phone)
- NYSDOT Main Office – Regina Doyle (via phone)
- NYSDOT Region 7 – Lynn Godek
- NYSDOT Region 10 – Lanny Wexler
- NYSDOT Region 2 – Joe Kaczor
- NYSDOT Main Office – Colleen Smith-Lemmon
- NYSDOT Region 1 – Valerie Deane
- NYSDOT Region 3 – Jeff Sterley (via phone)
- NYSDOT Region 9 – Susan Pitely (via phone)
- USDOT/NHTSA Region 2 – Shannon Purdy
- Planning4Places – Kathy Ember
- Planning4Places – Jim Levy

1. Introductions

Scott Reigle opened the meeting and the participants introduced themselves.

2. Meeting Notes

The June 15, 2017 meeting notes for the Bike/Ped Working Group and the August 16, 2017 meeting notes for the Safety Working Group were accepted with no changes.

3. NY Bike Coalition Summit Recap/Next Steps/Videos

Scott Reigle introduced Paul Winkeller who provided an overview of the NY Bike Coalition's Statewide Bike Summit. There were 200 attendees at the Summit. Current initiatives at the NY Bike Coalition include Bike/Walk Quizzes, law enforcement videos, a pocket guide, and white papers. They are also rebuilding their website to be more user-friendly. Scott Reigle: What is the Coalition doing regarding legislation? Paul Winkeller: The Board is responsible for legislative advocacy. Currently working on three-foot safe passing and e-bike legislation. They are hoping to codify the change in terminology from "accident" to "crash." But they do not anticipate that the change will be made soon. They would also like the state to revive the Bike/Ped Advisory Committee. Email Paul with any questions. NYBC is advertising for a half-time regional education coordinator position, most likely located in western NY.

4. SMTC Bike Safety PSA Project Update

Mike Alexander: Following an overview of the project and the production of the 5 PSAs, Mike noted that a 2nd broadcast is underway. A member of the Working Group asked if closed captioning is available with the videos. Mike will check on whether that is an option. He reviewed the discussions regarding whether they can do this campaign state-wide. GTSC might be able to provide assistance. AAA is interested but they have to be asked whether other organizations' logos can be added. Paul Winkeller: The Bike Coalition is also meeting with AAA this week about a similar campaign. Mike Alexander: The videos and the report are on the SMTC website.

The Working Groups discussed other safety education options from social media opportunities (youtube.com, Facebook) to posting videos on MPO websites and perhaps advertising on Hulu and Roku instead of traditional broadcasting stations. GTSC is interested in broadcasting up to two videos, likely PSA #1 and PSA #5.

5. DOT Updates

a. NYSDOT Strategic Highway Safety Plan (SHSP) Draft Report Status.

- Regina Doyle: The SHSP is the 5-year FHWA report due in August. This is different from GTSC's annual report to NHTSA and the HSIP report, which is an annual status report on the HSIP program. The NY SHSP will be updated again for an August 2022 deadline. This year's update was approved by FHWA in August and is available on DOT's website: <https://www.dot.ny.gov/divisions/operating/osss/highway/strategic-plan>. It is a high-level report with emphasis areas.

The HSIP report was also due in August and has been approved by the FHWA Division Office and was submitted Washington DC for approval. This document is the first to contain all five federally required safety targets for New York State. Per federal law, the MPOs must now either set their own safety targets or adopt NYSDOT's targets. These targets are due by the end of February 2018. Regina Doyle or Sandy Misiewicz will resend the targets.

Emily Dozier: What is the MPO role in implementing the SHSP? Regina Doyle: MPOs are listed as project partners. Sandy Misiewicz: Will the core team be maintained for the next steps? Regina Doyle: That is to be determined, perhaps with annual meeting. Sandy Misiewicz: The best way to get out the information to local governments might be the creation of a fact sheet or other material.

- Sandy reviewed the targets and asked for an explanation on the conservative bike/ped target. Regina Doyle: All of the targets were conservative, using a linear trend line and a 5-year moving average. 2011-2015 data was used to project numbers to 2015-2018 (2016 data has not been finalized yet). Every year the targets will have to be reset so if there are improvements, we can be more aggressive with the targets.
- Sandy Misiewicz: Where will the HSIP report be available? Regina Doyle will send the link when it is available. The general link is:
<https://safety.fhwa.dot.gov/hsip/reports/>

b. PSAP Update Local Project Solicitation Status.

- Regina Doyle: The local project solicitation is intended to fund low cost improvements (countermeasures) from Appendix A/B of the PSAP. A guidance webinar is tentatively scheduled on October 20th. Applications are due back at the end of February and awards will be in the Spring.

Mike Perry: Will the webinar be in the morning or afternoon? They would like to make it mandatory for the communities but another meeting is happening that day.
Regina Doyle: We will reach out to the MPOs regarding scheduling. Sandy Misiewicz: What is the approach for evaluating projects? Regina Doyle: The guidance does not specify a specific process other than 60% of funds should be targeted for focus cities. MPOs will have to create a process for selection. A benefit cost ratio will not be applicable since these will be systemic projects. The Working Group discussed that the MPOs are interested in creating one process so it is consistent across the state. Maria Chau: What types of treatments are encouraged? Regina Doyle: At unsignalized intersections, high-visibility crosswalks, warning signs, retro-reflective sign posts, or enhanced treatments – HAWKs, raised pedestrian refuge islands, RRFB's, etc. At signalized intersections – signal retiming, countdown timers, high visibility crosswalks, accessible signals, etc.

Regina Doyle: 80% of crashes are occurring in urban areas and 50% of those are in the 20 focus communities. Jack Mance: Would like more information in the final guidance about the evaluation criteria. Sandy Misiewicz: Next steps will be to figure out the criteria for project evaluation and create a subcommittee to figure out approaches to project evaluation, which will be shared with the Directors. Danielle Krol: How will this process be coordinated with the NYSDOT regions? Regina Doyle: The MPO and Region will negotiate which projects are selected and the Main Office will verify eligibility. Emily Dozier: What if there is some leftover funding? Could there be a 1st and 2nd tier? Regina Doyle: Projects could be considered from other regions if a region doesn't have sufficient projects. She suggested that criteria should consider which projects would meet your goals and which places have the most pedestrian crashes, as well as project deliverability.

- Action Item: Finalize membership of the subcommittee: Sandy Misiewicz and Jack Mance both volunteered. Anyone else interested should contact Sandy.

6. Safety Data/Demonstration of ITSMR website and ALIS Intersection Data

Sandy Misiewicz demonstrated the ITSMR website. ITSMR cleans up the crash data from DMV and makes it publicly available through the repository. It has the official crash numbers for New York State but you won't find the crash reports here. It provides a high-level summary (state-wide, county, and at municipal levels). You can compare data to a region (Upstate, NYC and Long Island only), county, or the entire state. Sandy noted that ALIS will be replaced. Currently ALIS only works with the Internet Explorer browser. NYSDOT will select a vendor in October or November. ALIS provides location-based data. Crash reports are available here (if you request specific access) and you can do a number of queries. To request access, please contact Andrew Sattinger. The queries provide X & Y coordinates for GIS mapping, the crash type, traffic signal information, weather conditions, DMV crash classification, etc.

7. Highlights of Safety/Bike & Pedestrian Work Items at the MPOs

- Sandy Misiewicz: CDTC has issued an RFP for a Safety Action Plan which includes a crash data benchmarking summary and a regional Safety Summit. Jen Ceponis: CDTC's Capital Coexist has been distributing small grants to municipalities and non-profits and have funded six this year. They also are providing free LCI (League Certified Cycling Instructor) courses.
- David Staas: UCTC is conducting road safety assessments, corridor studies with safety assessments, and a Safe Routes to School project.
- Emily Dozier: DCTC is conducting a Complete Streets analysis for the City of Beacon, a pedestrian plan for the Village of Millerton, and annual bike/ped counts.
- The Working Groups discussed the method for counting bike/ped counts. Ideas included utilizing the DVRPC process, looking at the Center for Gravity design competition for bike counters, etc. Maria Chau: FHWA funded a pilot where cities tried different counters. Jen Ceponis: Parks and Trails NY has Eco-counters that are available to do counts.
- Mike Perry: ECTC is doing a pilot project of a local road safety plan and bike/ped is a component. They have a 5.5-mile rail trail segment opening that will eventually reach all the way to Waverly.
- Geoffrey Urda: Geoffrey is Acting Bike Ped Working Group contact of WJCATC and they are putting together their first long range plan with a lot of public outreach. They will have a dedicated bike/ped chapter.
- Sherry Southe: NYMTC has completed its long-range plan. There is a safety portion of the plan and a small Working Group. At this point, they are not sure if they will have a Bike/Ped Working Group.
- Ashlee Long: OCTC a few projects to note: the NYS funded Downtown Revitalization Initiative for Middletown, the Heritage Trail from Goshen to Middletown that goes to the Harriman train station, local park trails to the Appalachian Trail and an update of their comprehensive plan which currently doesn't have a transportation section.
- Danielle Krol: SMTTC is helping Camillus with bike/ped amenities, there is an Erie Boulevard pedestrian study, the Empire Trail, and downtown pedestrian counts.
- Mike Alexander: The SMTTC recently completed a Bicycle and Pedestrian Mobility Plan for the Town of Dewitt. This plan (Central DeWitt Mobility Study 2017) is available on the SMTTC website. He is also currently undertaking a similar planning effort in the Town and Village of Skaneateles.

- Scott Reigle: BMTS adopted a Complete Streets policy in 2016 which received recognition from the National Complete Streets Coalition. The region is now working on implementation. There was also a Binghamton Bridge Pedal (a police escorted ride) and photos can be found on the Facebook page. There is a Rt 434 Greenway trail connection to Binghamton Univ. - Vestal Campus, and they will also be doing bike/ped counts.
- Cyndi Paddick: BMTS is including bike/ped counts with their automotive counts at signalized intersections and at other locations.
- Jack Mance: A/GFTC is working on two feasibility trail studies in Warren County and Queensbury. They also used an ArcGIS collector app on a tablet to map sidewalks, crosswalks, and other data for an ADA transition plan for all local streets in Warren County.
- Alex Kone: GTC did a Complete Streets training with Smart Growth America, and they are working on creating a MPO-wide policy. He will share the scope of work for the GTC Vulnerable Users Safety Assessment Program RFP with the Working Groups.
- Lynn Godek: NYSDOT Region 7 is working on creating connections for biking at the border starting with Rouses Point and is hoping for a Thousand Island Bike Border Crossing.
- Maria Chau: FHWA has a Community Connections program – examples of projects are on the “Every Day Counts” menu and funding is available (deadline October 4th). Ped/bike counters may be able to be funded.

8. Strategic Highway Safety Plan Fact Sheet

Sandy Misiewicz: One of the work plan items is creating an SHSP Fact Sheet to be used to get the word out to the MPO member agencies and local governments. The Working Groups discussed how to update the document and its format. It was decided that PSAP should be a big part of this and that it should be available in paper and online (PDF) format. Jim Levy: The Transit Working Group will be working on at least two fact sheets with the potential for a section of each to provide MPO-specific/local details. Sherry Southe: NYMTC may be adopting their own targets. Emily Dozier: The Fact sheet should include a summary of the plans and links (including links to the ITSMR tool). The Working Groups discussed the desire to have a cohesive look to the fact sheets. Sandy Misiewicz: We may create another subcommittee to work on the design of the Fact Sheet.

9. NYS Drivers Manual and Website/New Markings and Technologies

Scott Reigle: Any changes to the manual/driver’s test requires changes to legislation. As noted previously, the NY Bicycling Coalition is pursuing legislative changes. The Working Groups discussed the best methods to let the public know about new treatments such as the flashing yellow left turn, back-in angled parking, etc. Options include press releases about the new treatments and Jen Ceponis noted that GBNRTC posts information to its social media accounts.

10. Work Plan Update Overview

- Scott Reigle: On the December Bike/Ped Working Group Conference Call, the Working Group will be adopting its Work Plan. Send ideas to Scott, Danielle, and Jim Levy and then they will work on a draft and get it to the Working Group in early December. The Conference Call is being held on December 7th. The group agreed that developing best

practice methods for ADA transition plans should be a work plan item, as well as developing best practices for ped/bike counts.

- The Working Groups discussed possibilities for joint tasks and efforts – the Safety Education Toolkit, ADA transition plan best practices, holding a regular joint meeting near the end of each year, creating a PSAP committee to develop application ranking criteria, perhaps hosting a Complete Streets half-day online training, and a Brown Bag once-a-month webinar (or it could be live in-person trainings with a recorded option). Other ideas include:
 - Bicycling focus in MPO plans,
 - Working with NYSDOT and NYSDOH on implementation of the pedestrian safety action plan
 - Coordinating the bike safety videos and other PSAs

11. NYSAMPO Website

- Kathy Ember and Jim Levy noted that the NYSAMPO website will be undergoing an update and the Working Groups brainstormed on changes Ideas included: a more visual approach with shorter text, using “read more” to get more details, a box approach to website layout, etc.
- Safety Education Toolkit – The Working Groups suggested separate resources for State-Wide Safety Plans, New Infrastructure, and Education Programs as potential categories. Another idea is to create a communications calendar so that people can see all the PSA campaigns (similar to NHTSA’s online calendar). Some of the Fact Sheets are dated so they might not be needed anymore.

12. Complete Streets

Scott Reigle: Please let Jim Levy know how your MPO is incorporating Complete Streets into your Long-Range Plan. In terms of implementation, the Working Groups discussed providing information/training on the cost of implementation and maintenance, perhaps a model PowerPoint on Complete Streets. Another suggestion was a ‘train the trainer’ session so that MPO staff could lead trainings on Complete Streets implementation.

13. SWG Co-Chair Needed

Sandy Misiewicz: Emily Dozier will be chairing the Bike/Ped Working Group. Sandy asked for volunteers for the Co-Chair position at the Safety Working Group. The idea is that the Co-Chair will take over the Chair position at some point. Please email Sandy if you are interested.

14. Training/Conferences

- a. October 15-18: NYS Highway Safety Conference (Niagara Falls)
- b. NHI Speed Management Course (Date and Time TBD) – The group selected a few dates for the training (October 25, October 27, and October 30) to be held at CDTC. Kathy Ember will follow-up to arrange the training through GTC and will report back.
- c. March 28-29, 2018: Walk-Bike NY 2018 (Schenectady, NY)

15. Walkway Over the Hudson Walking Tour

The Working Groups adjourned for a guided walking tour of Walkway Over the Hudson.

Action Items

The following were noted for follow-up:

- All: Contact Sandy Misiewicz if you are interested in serving as Co-Chair of the Safety Working Group.
- All: Contact Sandy Misiewicz if you would like to be on the PSAP evaluation subcommittee.
- All: Send ideas to Scott, Danielle, and Jim Levy on the Bike/Ped Work Plan and then they will work on a draft and get it to the Working Group in early December.
- All: Let Sandy know if you are interested in participating in a subcommittee to work on the SHSP Fact Sheet.
- Kathy Ember will update the SWG on the request for a Fall NHI Training (Speed Management Course) via email with course description and date confirmation.
- Contact Jim Levy if you have information on how Complete Streets is discussed in your MPO Long Range Plans.
- Regina Doyle will send links to the NYSDOT Plans and targets.
- The bike safety PSA project will be included on future Working Group meeting agendas (Jim & Kathy).
- Sandy/Kathy: The SWG will determine meeting dates for 2018 in future conference calls.