




Regional Transportation Advisory Council

September 11, 2024


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Notice of Nondiscrimination

You are invited to participate in our transportation planning process, regardless of your race, color, national origin (including limited English proficiency), religion, creed, gender, ancestry, ethnicity, disability, age, sex, sexual orientation, gender identity or expression, veteran’s status, or background.

Read the full notice of your rights and protections at www.bostonmpo.org/mpo_non_discrimination.



<p>Español (Spanish) Si necesita esta información en otro idioma, por favor contacte la Boston Region MPO al 857.702.3700.</p> <p>Português (Portuguese) Caso estas informações sejam necessárias em outro idioma, por favor, contate o MPO da Região de Boston pelo telefone 857.702.3700.</p> <p>Tiếng Việt (Vietnamese) Nếu quý vị cần thông tin này bằng một ngôn ngữ khác, vui lòng liên lạc Boston Region MPO theo số 857.702.3700.</p>	<p>Kreyòl Ayisyen (Haitian Creole) Si yon moun vle genyen enfòmasyon sa yo nan yon lòt lang, tanpri kontakte Espesyalis Boston Region MPO Title VI la nan nimewo 857.702.3700.</p> <p>简体中文 (Simplified Chinese) 如果需要使用其它语言了解信息，请联系波士顿大都会规划组织 (Boston Region MPO) 《民权法案》第六章专员，电话 857.702.3700.</p> <p>繁體中文 (Traditional Chinese) 如果需要使用其他語言瞭解資訊，請聯繫波士頓大都會規劃組織 (Boston Region MPO) 《民權法案》第六章專員，電話 857.702.3700.</p>
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Accessibility Statement

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If you require any additional accommodations in order to participate fully in this meeting or if you have any technical difficulties, please contact **Stella Jordan**, MPO staff, at sjordan@ctps.org, or **857.702.3675**, or via the chat box.



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Guidelines

1. All participants will join the meeting with muted microphones.
2. Please rename yourself to include your first name, last name, and affiliation.
3. Participants may mute and unmute themselves. Always remain muted unless actively speaking.
4. To participate in the discussion, please select the “raise hand” function.
Find this by clicking either on the “Participants” button at the bottom of the screen, and a window will pop up with a “Raise Hand” button at the bottom, or the “Reactions” button in the toolbar. The Chair will then call on participants.
5. If you are on the phone, you can use *9 to raise your hand.



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September 11, 2024

1. **Introductions**
2. Public Comments
3. Approval of Meeting Minutes
4. Implementing best practices in membership and advisory group structures
5. 2024 Elections: Nominations
6. Chair's Report
7. Old Business, New Business, Members' Items
8. Adjourn

Technical difficulties?
Call Stella Jordan
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Introductions

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Public Comments

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Approval of Meeting Minutes

- April 24, 2024 3C Meeting Minutes
- May 8, 2024 Meeting Minutes
- May 29, 2024 3C Meeting Minutes
- June 12, 2024 Meeting Minutes
- July 10, 2024 Meeting Minutes

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Implementing best practices in membership and advisory group structures

Tegin Teich, Executive Director, MPO Staff

September 11, 2024

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Year in Review: Problem Statements/Questions

- How can Regional Transportation Advisory Council membership be more diverse and representative of the range of public perspectives in the region, including currently underrepresented voices?
- How can the Advisory Council be more closely aligned with/supportive of the MPO's Engagement Program and engagement activities more generally?
- How can the Advisory Council have more direct impact on MPO processes and decision-making?

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Year in Review: Research and Planning

- Conducted a peer review of advisory groups to MPOs
- Update of the description of the Advisory Council's role in the Boston Region MPO's Memorandum of Understanding (MOU)
- Planned a pilot Community Planning Lab (to be held in October)

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Lessons Learned

- Challenges with membership and impactful engagement are common (the Boston Region MPO's Advisory Council is not alone)
- Lessons learned from the peer review:
 - Clear definition of purpose and function (MOU)
 - Develop an application process
 - Increases diversity
 - Supports a more broad level of engagement and commitment on board
 - Informs meeting plan

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Lessons Learned

- Challenges with membership and impactful engagement are common (the Boston Region MPO's Advisory Council is not alone)
- Lessons learned from the peer review:
 - Clear definition of purpose and function (MOU)
 - Develop an application process
 - Strong staff role
 - Helps align agendas and MPO discussions, maximizing impact of feedback and engagement
 - Strengthens connections to engagement program and incorporation of engagement expertise
 - Ensures consistency through transitions

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Lessons Learned

- Challenges with membership and impactful engagement are common (the Boston Region MPO's Advisory Council is not alone)
- Lessons learned from the peer review:
 - Clear definition of purpose and function (MOU)
 - Develop an application process
 - Strong staff role
 - Framework for impact (new governance document)
 - Oriented towards new structure and process
 - Ownership from new group

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Implementation—Restructuring

- Goal: Introduce a new membership process, meeting plan and structure, and new governance structure
- Elements:
 - Wind down current structure through several more meetings with more focused debriefing on engagement experience and development of engagement guidebook
 - Utilize a gap between the sunset of the existing structure and launch of a new structure to finalize and initiate the plan
 - Launch a new group based on a new membership process and with a meeting plan catered to that group

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Intended Outcomes

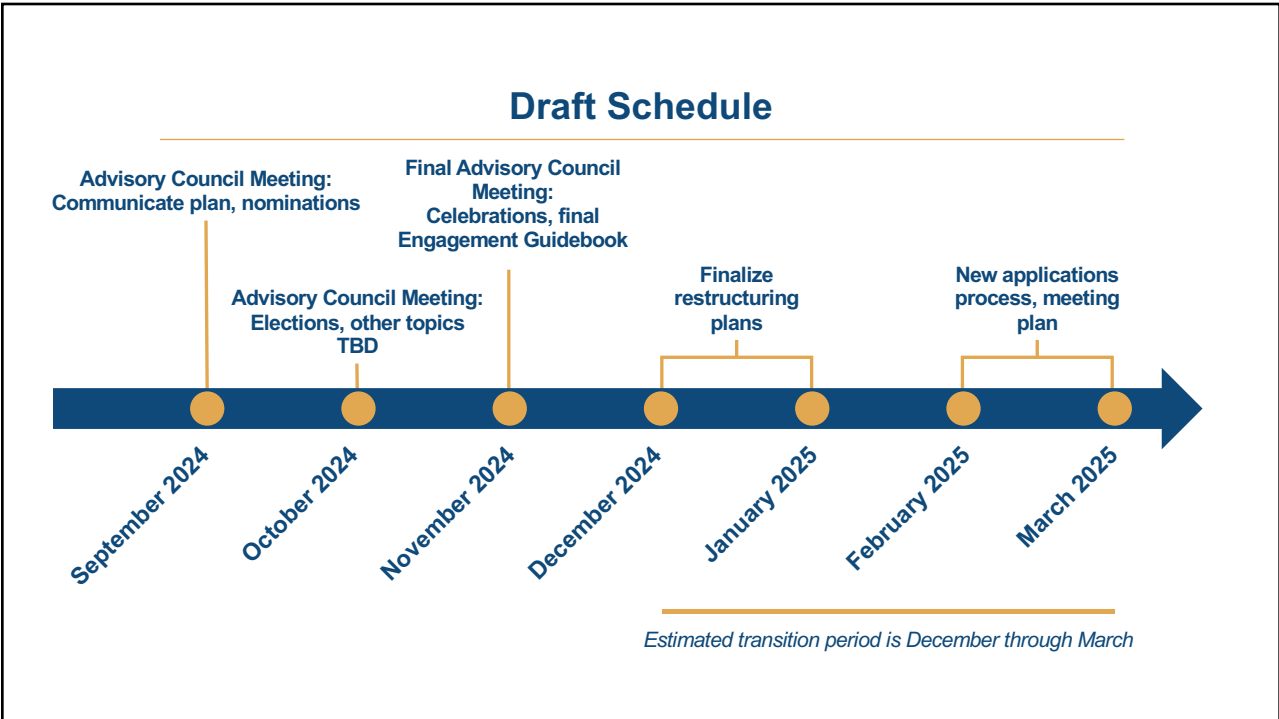
- More diverse membership, representative of the range of public perspectives in the region, including currently underrepresented voices
- Alignment of Advisory Council activities with the MPO's Engagement Program and engagement activities
- More direct impact on MPO processes and decision-making

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Pause for Discussion



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Role for Current Advisory Council Membership

- Discuss/finalize Public Engagement Guidebook
- One-on-one or small group debriefs on perceptions of public engagement
- Discuss lessons learned from the Community Planning Lab pilot
- Celebrate work, commitment, and accomplishments
- Receive continued updates on approaching transition

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Role for Current Advisory Council Leadership

- Until the end of the transition period, continue to:
 - Represent Advisory Council at MPO board meetings
 - Generate ideas and be a sounding board for challenges and opportunities
- Once launched, new group would elect leadership

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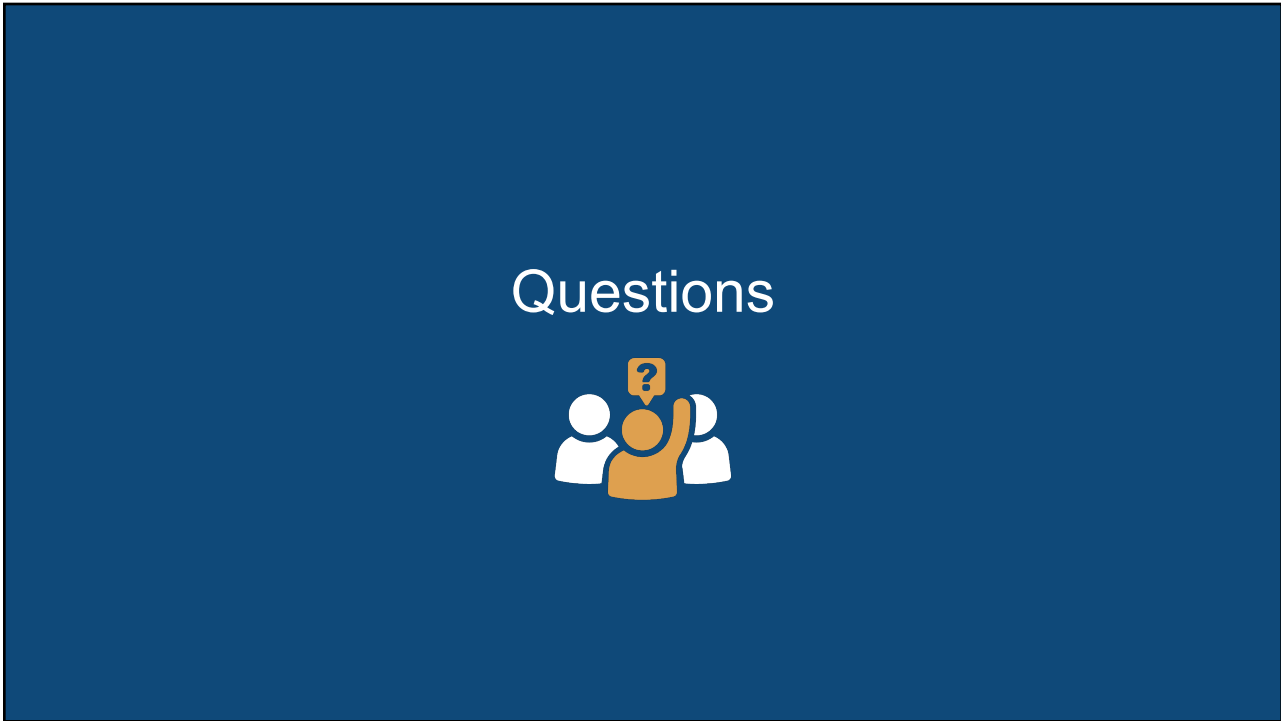
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Transition Activities

- Application and membership structure
- Meetings workplan
- Incentives plan
- Incorporate learnings from Community Planning Lab

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 <p>September 11, 2024</p> <ol style="list-style-type: none"> 1. Introductions 2. Public Comments 3. Approval of Meeting Minutes 4. Implementing best practices in membership and advisory group structures <li style="background-color: #0056b3; color: white;">5. 2024 Elections: Nominations 6. Chair's Report 7. Old Business, New Business, Members' Items 8. Adjourn <hr/> <p><i>Technical difficulties?</i> Call Stella Jordan at 857.702.3675 or email sjordan@ctps.org</p>	<h2 style="color: #0056b3;">2024 Elections: Nominations</h2> <hr style="border: 1px solid #0056b3;"/> <h3 style="color: #0056b3;">Nominating Committee</h3> <p style="color: #0056b3;">Nominations for Advisory Council Chair and Vice Chair</p>
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Chair's Report

Lenard Diggins, Chair

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Old Business, New Business, Members' Items

Lenard Diggins, Chair

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