



City of Newport News

TRANSPORTATION SAFETY COMMISSION

CAPT. W. T. STURGIS
VICE CHAIRMAN

MELVIN L. BAILEY
CHAIRMAN

DAVID T. WILKINSON
SECRETARY-COORDINATOR

Meeting Minutes

February 19, 2009

Department of Engineering – 7th Floor. Conference Room

Attendees

Mel Bailey –Chairman
David T. Wilkinson – Secretary-Coordinator
The Honorable Madeline McMillan – Council Member
Captain Tom Phillips – Fire Department
Karl Dahlen – Citizen
Gabe Morgan – Citizen
John Gergely – Citizen

I. Call to order

- A. Welcome and call to order by Chairman Melvin L. Bailey
 - B. Introduce Commissioner Gergely
 - C. Welcome new Commissioners, Capt. Tom Phillips – Fire Dept. Rep
 - D. Via email dated, Feb. 10, 2009, Trent Sturgis will not be in attendance.
 - E. Via a phone call on Feb. 19, 2009, Ed Curran will not be in attendance.
 - F. Via a phone call on Feb. 19, 2009, Jean Montane will not be in attendance.
- Action Item:** Contact the Commission members that did not attend the meeting excluding those mentioned above.

II. Old Business

- A. Review and adoption of October 30, 2008 Meeting Minutes
 1. Gabe Morgan motioned that the minutes be accepted
 2. John Gergely seconded the motion
- B. Review of 2008 Annual Report to City Council
 1. The annual report was accepted by the Commission
- C. Update on the proposed Speed Limit for Warwick Blvd. @ CNU
- D. Review of Safety Commission 2008 Goals and Initiatives
 1. Develop a “City of Newport News Citizen and Employee Safety Award” program – to be headed up by Commissioner, Montane with the final presentation due February 19, 2009.
 - The following information was included in the information presented by this subcommittee.
 - For calendar year 2009, the City of Newport News Transportation Safety Commission will award a Transportation Safety Award to city employees.



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- Nomination criteria for Transportation Safety Commission Awards: a city employee who has demonstrated an action involving transportation safety.
- The nominee must be employed by the City of Newport News; including Public Works, Water Works or the Newport News Public Schools.
- The nominee will be recognized for positive action for acts above and beyond routine requirements of his or her job. One or more of the following "Es" must be met:
 1. Ensure transportation safety thorough public safety initiatives.
 2. Educate the community on transportation safety.
 3. Enforce regulations for a safer community, or
 4. Engineer projects which result in measureable safety benefits.
- The nominee information must include the following:
 1. Name of nominee.
 2. Description of effort for which the nominee is being recognized.
 3. Nominee Employer and position.
 4. Nominations not to exceed two pages (excluding attachments).
- Awards will be presented at a City Council Meeting.
- Awards will be gift certificates to local restaurant. Suggest 3 awards of \$100 each.
- Awards to be announced through the city Manager's office
- Nominations to be sent to:

City of Newport News
Dept. of Engineering
Attention: 2009 Transportation Safety Award
- Future Actions:
 1. When to present awards?
 2. How much money is available for the awards? Recommend at least three \$ 100 gift certificates.
 3. Draft cover letter from city manager
 4. Develop an announcement flyer.
- The Commission came to the conscientious that the amount of the gift certificate could be based on budgetary concerns each year. This way if the budget is not present to accommodate three \$100 awards, than the number given out or the amount can be changed.
- The Commission's remaining budget for FY09 after the Military Civilian Workshop is \$1,015.00.
- To get the word about the safety award the Subcommittee can run something on the City Channel, through Postmaster email, flyers posted within the buildings, and an announcement released by the City Manager's office.



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- Karl Dahlen motioned that the information be amended to include the Sheriff's Department as one of the places the employee can work at to be eligible for the award.
 - It will be the Subcommittee's responsibility to move forward with this safety award.
- E. Status of Safety Commission 2009 Goals and Initiatives
1. Update the Commission's web page to include public feedback forum and public relations sections – to be headed up by Commissioner Wilkinson with final presentation **due August 20, 2009**.
 2. Develop a Recommended Transportation Safety Legislative package to be endorsed by City Council – to be headed up by Chairman Bailey with final report **due for the City Council December 8, 2009 Council Meeting**.
 3. Develop an "Incident Management Spot" – to be headed up by Vice Chairmen, Sturgis with final presentation **due February 18, 2010**.
 4. Expansion of Commission participation to include invitations to transportation specialists from HRT, CSX, DMV and NNPD Motor Carrier Div. Participates are non-voting members used to provide the best information possible to Commissioner, thus enabling them to make the most prudent recommendations to City Council. – **No lead or completion dead line established**.
 - The Commission suggested that a committee be formed to help with this idea. Gabe Morgan said he would work on the committee, but could not chair it.
 - Captain Tom Phillips mentioned including the Regional Concepts of Transportation Operations Committee (RCTO) in this group as well. Chairman Mel Bailey suggested that if nothing else maybe they can come in and give a presentation on something useful for the Commission.
- Action Item:** Chairman Mel Bailey asked David Wilkinson to invite anyone he comes across that would be good for the Commission to hear from.
- Action Item:** Councilwoman Madeline McMillan mentioned that she could talk to Michael Town to recommend someone from HRT.
- Action Item:** Gabe Morgan mentioned that he would use his contacts at the DMV to recommend someone.
- Action Item:** David Wilkinson will talk to his CSX contact to get them to recommend someone.

III. New Business

- A. Staff presentation on top 5 Intersection and Non-Intersection crash locations for 2008 by Alex Tsybin (**attached**)
- B. Middle Ground Blvd. extension and impacts to the Jefferson Avenue/Oyster Point intersection in regards to Fire Department response



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David Wilkinson informs the Commission that the Middle Ground Boulevard extension project is fully funded. The project is moving on to the next phase of right-of-way acquisition.

- C. Adoption of 2008-2009 meeting schedule
1. May 21, 2009 at 2:00pm
 2. August 20, 2009 at 2:00pm
 3. November 5, 2009 at 2:00pm (Fort Eustis)
 4. February 18, 2010 at 2:00pm
 - Gabe Morgan motioned to accept the meeting schedule.
 - John Gergely seconded the motion.

IV. Other Business

- A. Upcoming Commission Items
1. Discussion of 2010 Goals and Initiatives scheduled for Aug. 2009 meeting
 2. Final vote on Goals and Initiatives scheduled for Nov. 2009 meeting
 3. Election of 2010 officers scheduled for Nov. 2009 meeting
- A. What other staff reports does the Commission want to hear?
1. The Commission was asked to think about any presentations they would like to hear that match the goals and purpose of the Commission.

V. Adjourned: 4:05pm