



Meeting Summary

Wednesday September 24, 2013
10:00 AM - 12:00 PM

*Edward J. Bloustein School of Planning and Public Policy
33 Livingston Avenue - New Brunswick, NJ*

Executive Council Meeting, 10:00 AM - 10:45 AM

I. Welcome (Debbie Kingsland, NJDOT)

II. Brief Introductions (Charles Brown, VTC)

Charles Brown read biographies of all BPAC council members.

III. Refined BPAC: Overview of Key Functions and Structure of BPAC (Susan Blickstein, Susan G. Blickstein Consulting)

Susan Blickstein briefly discussed the new structure and function of BPAC. She first gave a brief history of BPAC. This was followed by reiterating the mission of BPAC: "Advise NJDOT on policies, programs, research and priorities to advance cycling and walking as safe and viable forms of transportation and recreation throughout the state for users of all ages and abilities." She also explained that there are 14 seats on the Executive Council, as well as one non-voting Chair (Charles Brown of VTC). Susan emphasized that no consultants or groups receiving NJDOT funding are eligible for an Executive Council seat.

She proceeded to talk about the new subcommittees that are part of the new structure. Subcommittees may be comprised of both Council members and BPAC affiliates. Standing subcommittees will be as follows: legislative and policy; design and infrastructure; education and outreach; and safety. Ad-hoc subcommittees may be created as needed.

IV. Liaisons to Standing Subcommittees (Susan Blickstein)

Four council members were selected to be liaisons for the subcommittees.

V. Proposed Tasks (Susan Blickstein)

Susan Blickstein then explained the tasks of the Executive Council. These include: adopting bylaws to institutionalize BPAC function and structural assisting NJDOT with identifying problem areas in bicycle and pedestrian planning and research; providing input on research needs and priorities; serving as editorial board for

the NJ Bike Walks Blog; monitoring and reviewing the work of subcommittees; and discussing input from the open public portion of BPAC meetings and advising NJDOT as needed.

VI. Feedback/Comments (Susan Blickstein)

During the open comment section of the meeting, Council members asked about how voting will be done (this is still to be determined), the importance of program/project evaluation, and where the issue of land use might be included in the subcommittees.

BPAC Open Meeting, 11:00 AM - 12:00 PM

I. Welcome/Introduce Executive Council Members (Debbie Kingsland, NJDOT)

Debbie Kingsland asked each Council member to briefly introduce him/herself.

II. Overview of BPAC Functions & Structure (Susan Blickstein)

Susan described the BPAC functions and structure. (See notes from the Executive Council Meeting.) She also discussed in more detail the goals of the subcommittees. She envisioned the subcommittees being very active and would report their efforts as a regular part of BPAC meetings so that BPAC would be advised of all subcommittee work. Ideally, the subcommittees would have up to 12 people, but could be more if there is strong interest.

III. Subcommittee Guidelines & Code of Conduct (Susan Blickstein)

Susan outlined subcommittee guidelines:

- Be considerate
- Be respectful of a range of perspectives
- Be collaborative
- Be available and accountable
- Be mindful of the core BPAC function of an advisory role to NJDOT

Susan then asked for volunteers from outside of the Executive Council to chair the subcommittees, but temporarily put the question off to allow people more time to think about it.

IV. Subcommittee Breakout Group Exercise (all of BPAC)

All four subcommittees broke out into groups; members chose which group they were most interested in - however, they are allowed to change groups as necessary. The subcommittees met for about 15 minutes to discuss the topics they would to pursue and how often they will meet, before reconvening to report back.

V. Subcommittee Report Back & Closing (Susan Blickstein)

A representative from each subcommittee gave a summary of what they discussed.

Legislative & Policy

Topic areas included: existing bicycle and pedestrian bills (A1600/A1577); the Vulnerable User Bill; changes to Title 39; electric bicycles; Complete Streets; municipal policies preventing students from biking to school; bicycling on sidewalk bans; school bus-stop/drop-off policies; and road shoulder usage by bicyclists.

Safety

Topic areas included: performance measures related to bicycle/pedestrian safety; reaching out to see what other organizations are doing; and looking at crash data to help identify projects and needs. The subcommittee will check in via email a few weeks prior to BPAC meetings, and meet right before BPAC quarterly meetings.

Design & Infrastructure

Topic areas included: best practices for Complete Streets; finding ways to link best practices with funding and program evaluation; and making facilities ADA compliant. No communication schedule was established; members will touch base to determine steps going forward. Shortly after the meeting members decided to communicate via a Google Docs spreadsheet and conference calls.

Education & Outreach

Topic areas included: traffic skills training for bicyclists; updating state licensing program to include bicycling education; municipal education about state programs and funding; educating the public about the resources that are available to advocate for change; senior education/awareness; and implementing ongoing training for drivers and pedestrians. The subcommittee will meet in-person during BPAC meetings and will arrange monthly conference calls between quarterly meetings.

Susan closed out the meeting. The next meeting will be in December, with the Executive Council at 10:00 AM and the general session between 10:30 AM and 12:00 PM.