



U.S. Department
of Transportation

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Mr. Mark Keller
Chairman, Harrisburg Area Transportation Study
c/o Tri-County Regional Planning Commission
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Dear Mr. Keller:

This letter transmits the final report detailing our joint FHWA/FTA findings resulting from the Federal Certification review of the Harrisburg metropolitan area planning process conducted May 4 and 5, 2005. This final report incorporates several recommended changes to the draft report as suggested by the Tri-County Regional Planning Commission.

We would like to thank all of the regional transportation planning partners for their time and assistance prior to and during our review. The overall conclusion of our review is that the planning process for the Harrisburg metropolitan area substantially complies with the spirit and intent of the metropolitan transportation planning laws and regulations. As a result, the FHWA and FTA jointly certify the planning process in the Harrisburg Metropolitan Area TMA, with two noted corrective actions pertaining to the Public Involvement Plan and Environmental Justice.

As the final step of the Certification review process, we offer to present these findings to the HATS Coordinating Committee at its next available meeting. Please feel free to contact either Spencer Stevens (FHWA) at (717) 221-3735 or Keith Lynch (FTA) at (215) 656-7056 if you have any questions regarding this review.

Sincerely yours,

Susan Borinsky
Susan Borinsky
Regional Administrator
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James A. Cheatham
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Enclosure

cc: Larry King, PennDOT Planning
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Federal Highway Administration

Federal Transit Administration



Certification Review
of the
Harrisburg Metropolitan Area
Planning Process

**FHWA and FTA Joint Review of the Transportation Planning Process in
the Harrisburg, Pennsylvania Metropolitan Area**

Conducted by FHWA and FTA
Harrisburg, PA
May 4-5, 2005

Final Report

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PREFACE

Pursuant to 23 U.S.C. 134(i)(5) and 49 U.S.C. 1607, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the metropolitan transportation planning in Transportation Management Areas (TMA) at least every three years. A TMA is an urbanized area, as defined by the U.S. Census, with a population of over 200,000. There are 153 TMAs in the U.S., based on the 2000 Census. In general, the reviews consist of three primary activities: a site visit, review of planning products (in advance of and during the site visit), and preparation of a report that summarizes the review and offers findings. The reviews focus on compliance with Federal regulations, challenges, successes, and experiences of the cooperative relationship between the Metropolitan Planning Organization (MPO), State Department of Transportation, and transit operator(s) in the conduct of the metropolitan planning process. Joint FTA/FHWA certification review guidelines provide agency field reviewers with latitude and flexibility to tailor the review to reflect local issues and needs. As a consequence, the scope and depth of the certification review reports will vary significantly.

The certification review process is only one of several methods used to assess the quality of a local metropolitan planning process, compliance with applicable statutes and regulations, and the level and type of technical assistance needed to enhance the effectiveness of the planning process. Other activities provide opportunities for this type of review and comment, including Unified Planning Work Program (UPWP) approval, the Long Range Transportation Plan (LRTP), Metropolitan and Statewide Transportation Improvement Program Findings (TIP and STIP), air quality conformity determinations (in non-attainment and maintenance areas), as well as a range of other formal and less formal contact provide both FHWA/FTA an opportunity to comment on the planning process. The results of these other processes are considered in the certification review process.

While the Planning Certification Review report itself may not fully document those many intermediate and ongoing checkpoints, the "finding" of certification review, in fact, is based upon the cumulative findings of the entire review effort.

The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Federal reviewers prepare certification reports to document the results of the review process. The reports and final actions are the joint responsibility of the appropriate FHWA and FTA field offices and content will vary to reflect the planning process reviewed, whether or not they relate explicitly to formal "findings" of the review.

To encourage public understanding and input, FHWA/FTA will continue to improve the clarity of the certification review reports.

EXECUTIVE SUMMARY

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conducted a joint certification review of the planning process for the Harrisburg Metropolitan Area TMA. The metropolitan planning organization (MPO) designated for the TMA is the Harrisburg Area Transportation Study (HATS). The HATS work products are conducted and produced by the Tri-County Regional Planning Commission (TCRPC) staff. Participants in the review are listed in Appendix A.

The certification review was conducted in two phases, consisting of a desk review and a two-day on site review. The desk review involved an analysis of all major planning documentation. This work provided background information for the review and highlighted areas to be explored during the site visit. The desk review complimented the preliminary review preparation by allowing for an in-depth review of the required metropolitan planning products – the Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), and Unified Planning Work Program (UPWP).

The on-site review was conducted on May 4 and 5, 2005 at the Capital Area Transit (CAT) offices in Harrisburg. The two days of discussions included the U.S. Department of Transportation (USDOT) Review Team, TCRPC staff, and representatives from the Pennsylvania Department of Transportation (PennDOT), Capital Area Transit (CAT), HATS Policy Board members, and citizens. See Appendix A for a complete list of the individuals that participated in the Harrisburg Metropolitan Area Certification Review. Among the items discussed by the USDOT Review Team were the following major elements of the planning process:

- The Long Range Transportation Plan
- The Transportation Improvement Program
- Congestion Management System
- Intelligent Transportation Systems
- Public Involvement
- Environmental Justice
- Air Quality Conformity

The agenda and complete list of topics discussed during the review are included in Appendix B. During the review, the public was invited to comment on the planning process in the Harrisburg Metropolitan area. A closeout session followed with the USDOT Review Team the Tri-County Regional Planning Commission Executive Director and staff, and PennDOT.

Based on the results of the certification review, *FHWA and FTA jointly find that the planning process in the Harrisburg Metropolitan Region reflects both an effective, cooperative decision making effort and a significant professional effort to deliver a high quality transportation planning process that substantially complies with the spirit and intent of the metropolitan transportation planning laws and regulations. As a result, the FHWA and FTA jointly certify the planning process in the Harrisburg Metropolitan Area TMA.*

This review is similar to earlier certification reviews for the Harrisburg Area Transportation Study (HATS) that were conducted by FHWA and FTA in January 1996, March of 1999, and March of 2002. The certification review is one of several methods to assess the quality of a local metropolitan cooperative, continuing, and comprehensive planning process. The USDOT Review Team has found the Harrisburg MPO in substantial compliance with 23 USC 134, with two corrective actions. In addition the team offered a number of recommendations to further assist the area in adding greater emphasis and strengthening certain aspects of the process. These recommendations will be revisited as part of our regular liaison and oversight, as well as during subsequent certification reviews of the TMA.

SUMMARY OF FINDINGS

Corrective Action, Recommendations, and Commendations

Corrective Actions

1. The region needs to complete the update of its Public Involvement Plan, and send it out for the required forty-five day public review. This update needs to be completed by October 31, 2005 and coordinated with the 2007 TIP and Long Range Plan updates.
2. HATS should conduct an assessment of the benefits and burdens of its programs and services to various socio-economic groups within its region. Any disparities should result in the establishment of processes to ensure nondiscriminatory treatment in the administration of HATS' programs, services and activities. This step should be tied to the region's Long Range Transportation Plan update.

Recommendations

1. It is recommended that HATS consider re-instituting a Citizen's Advisory Committee (CAC) with membership representing minorities from the various ethnic groups in the region, citizens for Disabled advocacy, the Elderly, Bike/Ped organizations, etc. The existing RTP task force could be used as the basis for the CAC development.
2. Appendix D includes a list of specific points of contact should be added to the TCRPC/HATS Harrisburg Region Community Contact List.
3. It is recommended that HATS increase pedestrian planning activities and projects with emphasis on safety, accessibility and sidewalk completion issues.

4. It is recommended that HATS work cooperatively with CAT to test the viability of transit fi-om rural portions of the region into the urban core. These short and long term initiatives should be included in the Long Range Transportation Plan (LRTP).
5. For the past few years, HATS has provided translation services through the International Service Center. Meeting announcements have been printed in Russian, Spanish, Vietnamese, Arabic and Bosnian. An analysis of whether these are the correct languages and whether this approach is working should be made part of the public involvement plan update. Staff should continue to assess the need to provide program information in languages other than those currently used and to expand broadcasting/publishing public meeting notices in multi-cultural media. The method and results of the assessment should be documented.
6. It is recommended that HATS continue to move forward with bringing its travel demand and air quality conformity modeling in house. In doing this, the region needs to be certain to **look** at socio-economic variables, land use vs. livable communities, and induced demand. The MPO staff may also be interested in integrating scenario planning with their Travel Demand model.

Commendations

1. The USDOT Review Team commends the efforts of the MPO with its Travel Demand Modeling and Air Quality Conformity modeling efforts. However, the quarterly statewide PA Air Quality Conformity Working Group should transition into a fully working Interagency Consultation body for Air Quality Conformity for this, and all regions of Pennsylvania.
2. HATS provides ample opportunity for public comment throughout the development of the Long Range Transportation Plan and the Transportation Improvement Program. As with any public involvement effort, staff needs to continually strive to become proactive in soliciting input fi-om the public. Part of this effort needs to be an analysis of what is working and what efforts are not working, and why.
3. The USDOT review team was pleased to see the region begin the process of identifying innovative financing and funding techniques. This effort needs a regional champion to see innovative financing techniques through to implementation.
4. The Susquehanna Regional Transportation partnership and the 8 county goods movement study are examples of HATS/Tri-County taking on the role of regional champion.
5. The succinct project documentation that HATS has developed for every project in the TIP and Plan is forward thinking and will make the transition to development of purpose and need statements for projects that much smoother.

6. The USDOT review team recognizes that the region's decision to dedicate over half of its annual CMAQ allocation to CAT, as a demonstration of commitment and flexibility for the region.
7. Not only does the HATS project criteria continue to be a noteworthy practice, but staffs dedication to improving the planning process for others by sharing this best practice with other MPOs across the state and nation is quite commendable.
8. The Local Planning Assistance Program continues to take the HATS MPO above and beyond standards. This is an innovative opportunity to link land use and transportation planning. This would be a wonderful program for MPOs across the state to learn more about.
9. By thinking out of the box and reorganizing the UPWP to better represent the planning process staff has developed a cutting edge efficient approach to a continuous cooperative comprehensive process that the USDOT review team hopes they will document and share with others.
10. The USDOT Team commends HATS on their CMS Plan, which continues to be excellent planning tool.
11. CAT established a bus route to facilitate the travel needs and work schedules of a Hispanic/Latino community within Harrisburg. Even though some service adjustments may occur due to limited ridership, CAT's responsiveness to a public request for transportation assistance is noteworthy and continued positive actions of this nature are encouraged.

INTRODUCTION

The Pennsylvania Division Office of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Region III conducted a joint Certification Review of the Harrisburg Metropolitan Planning Organization's planning process, which included an onsite visit on May 4-5, 2005. This review is a follow-up to the earlier certification reviews for this region that were conducted by FHWA and FTA in January of 1996 and March of 1999 and 2002, as such this report will not go into a lot of the background details that have not changed since the last review.

The purpose of this report is to assess the extent of compliance with Federal planning requirements, recognize noteworthy practices, identify problem areas, and provide assistance and guidance as appropriate. This report will also explore how recommendations from the past three reviews have been addressed.

In this certification, the USDOT Review Team reviewed and discussed the major transportation planning process components, and then selected several focus areas for the on-site review. The following is a *summary* of the discussion of each of those items discussed in the review, a synopsis of the requirements that govern each of those items, and a brief description of the USDOT Certification Review Team findings.

MPO Background

The official name of the Harrisburg MPO is titled the Harrisburg Area Transportation Study (HATS) and is governed by an 11-member Coordinating Committee and a 14 -member Technical Committee. The Board establishes regional policy and adopts the annual Unified Planning Work Program (UPWP). The Technical Committee recommends actions to the coordinating committee. The personnel of the Tri- County Planning Commission provide staff services and resources for the HATS. The MPO has no weighted voting; that is each member jurisdiction's vote carries equal weight. The Technical and Policy Committees meet on a bimonthly basis, unless there is a need for a special meeting.

LONG RANGE TRANSPORTATION PLAN (LRTP)

Requirements

23 USC 134, codified under 23 CFR 450.322, requires that the metropolitan planning process include the development of a transportation plan addressing at least a 20-year horizon. The plan shall include both long-range and short-range strategies that lead to the development of an integrated intermodal transportation system that facilitates the efficient movement of people and goods. The LRTP shall be reviewed and updated at least triennially in non-attainment areas to confirm its validity and its consistency with current and forecasted transportation and land use conditions and trends and to extend the forecast period. The LRTP must be approved by the MPO. Specifically the LRTP shall reflect consideration given to the results of the management systems, including in TMAs that are non-attainment areas for carbon monoxide and ozone, identification of Single Occupant Vehicle (SOV) projects that result from a CMS that meets the

requirements of 23 CFR Part 500. In addition to other requirements, as contained in 23 CFR 450.322, the LRTP shall include design, concept and scope descriptions of all existing and proposed transportation facilities in sufficient detail, regardless of the source of funding, in non-attainment and maintenance areas to permit conformity determinations under the U.S. Environmental Protection Agency (EPA) conformity regulations in 40 CFR Part 51.

Review Findings

The current LRTP was adopted in December 2003. At the time of this Review the Harrisburg MPO was in the beginning stages of updating their Long Range Transportation Plan with completion scheduled for the fall of 2006. This will coincide with the 2007 TIP update. The MPO staff is in the practice of coordinating necessary updates to the TIP, LRTP and Conformity. The USDOT review team feels that this is a good practice and an efficient use of time by the MPO staff. The extensive project documentation for the TIP and LRTP is another good practice that the review team feels will aid the MPO with new emphasis areas or initiatives such as linking land use (NEPA) and transportation planning and scenario planning.

This region continues to lead the state with its systematic project ranking criteria. The region developed a method of assigning numerical points to many of its goals and objectives and has applied these points to the most of the projects in its TIP and LRTP. Taking this approach with each proposed project has proved valuable in assisting the region to meet its goals and objectives. Since the ranking system was originally developed this tool has been shared and adopted by other MPO's across the state. While it is not the final decision point, it has been a great tool to help the Region's decision makers make educated and informed decisions as to which projects to move forward for implementation at any given time. The USDOT Team commends the Harrisburg MPO on their process and thanks HATS for sharing this approach with other MPO's in the state.

The project ranking criteria that is in place is one major advantage this MPO has when dealing with how best to move forward corridor studies currently underway in this region and inclusion in the LRTP. The MPO needs to work with PennDOT and FHWA to clearly define the financial and air quality impacts of these major projects, along with the mix of smaller projects the region hopes to implement.

Recommendations

1. It is recommended that the MPO develop and document the method by which they identify project cost estimates.

Commendations

1. The USDOT review team feels that this is a good practice and an efficient use of time by the MPO staff.
2. The USDOT review team commends the HATS MPO on the coordination of TIP, LRTP, and Conformity documents.
3. The USDOT review team commends the MPO on the continual evolution of its project ranking criteria.

CONGESTION MANAGEMENT SYSTEM

Requirements

23 CFR 500.108 states “an effective CMS is a systematic process **for** managing congestion that provides information on transportation system performance and on alternative strategies **for** alleviation congestion and enhancing the mobility of persons and **good** to levels that meet State and local needs.” The section mandates that all elements of the CMS shall be developed, established, and implemented as part of the metropolitan planning process as described in 23 CFR 450.320(c). Specifically, the section mandates, among other things, that a CMS contain the following elements: Methods to monitor and evaluate the performance of the transportation system, defining parameters for measuring congestion including development of performance measures and service thresholds, establishment of a system for data collection to monitor congestion and identify its causes, identification and evaluation of the benefits of the various strategies to address the identified congestion locations, identification of an implementation schedule for each of the identified strategies, and implementation of a process for assessing the effectiveness of the strategies once implemented.

Review Findings

The current CMS was last updated in 2003 and is highlighted as one of many best practices for this region. This plan defined regional CMS issues and worked to incorporate ITS as a possible solution. Coordination with surrounding regions also ensured that CMS activities compliment each other at the borders. In addition this region has made a sincere effort to add transit to the mix of congestion management solutions.

Commendations

1. The 2005 USDOT Review Team commends HATS on their efforts to update and improve the regional CMS plan.

TRANSPORTATION IMPROVEMENT PROGRAM

Requirements

23 CFR 450.324 requires that the TIP shall include all transportation projects or identified phases of a project (including pedestrian walkways, bicycle transportation facilities and transportation enhancement projects) within the metropolitan planning area proposed for funding under title 23 U.S.C. and the Federal Transit Act, excluding safety projects funded under 23 USC 402, emergency relief projects (except those involving substantial functional, locational and capacity changes), and planning and research activities (except those funded with National Highway System (NHS), Surface Transportation Program (STP), and/or Minimum Allocation funds). The TIP must also contain only projects that are consistent with the MPO’s LRTP, and all regionally significant transportation projects for which an FHWA/FTA approval is required whether or not the projects are to be funded with Title 23 USC or Federal Transit Act funds. For informational purposes and air quality analysis in non-attainment and maintenance areas, all regionally significant transportation projects proposed to be funded with non-federal funds must also be included.

Review Findings

Since the adoption of the 2005-2008 TIP, the region has continued to work with PennDOT in developing and amending their TIP. The TIP included State and local highway and bridge projects, regional highway programs, PennDOT Statewide Programs, among others. In the last Certification Review a recommendation was made to the MPO to differentiate between administrative and formal TIP action. The USDOT review team is pleased to report that progress has been made in this direction. Furthermore the TIP format used by the HATS MPO is clear and concise. The review team should note that this format is being recommended for adoption throughout the state. The MPO has made it a policy to dedicate approximately half of the region's CMAQ funds (\$2 Million/year) to CAT. This proactive approach is geared toward helping the transportation access issues across the region.

Commendations

1. The USDOT review team commends HATS for their cooperative relationship with PennDOT working together on the TIP.
2. The USDOT review team commends HATS on their proactive approach in funding transit as a viable alternative through CMAQ funding.

INTELLIGENT TRANSPORTATION SYSTEM

Requirements

Each region is required to have developed regional ITS architecture in place by April 2005. Pursuant to 23 CFR parts 655 and 940, the local or "regional" ITS architecture must be developed based upon the National ITS architecture. This architecture must achieve an institutional integration between transportation organizations as well as a degree of technical coordination. At a minimum this architecture must include a description of the region and identify the participating agencies and stakeholders. The roles and responsibilities of these agencies along with any necessary agreements for operation should be detailed. The architecture should also identify any system functional requirements including interface requirements and information exchanges with planned or existing systems.

Review Findings

As part of PennDOT's District 8-0 the HATS region was one of the first to complete the development and ITS regional architecture. This was accomplished under the PennDOT contract to provide consultant assistance for the development of ITS architectures state-wide. The MPO acts as a great champion for ITS and continues its support through the South Central PA ITS Regional Advisory Panel.

Recommendations

1. The MPO is encouraged to continue to explore operations planning and implementation in the region.

Commendations

1. The MPO should be commended for innovative planning activities and for their role as a champion among their statewide counterparts.

AIR QUALITY CONFORMITY/INTERAGENCY CONSULTATION

Requirements

Section 176(c)(1) of the Clean Air Act Amendments of 1990 (CAAA) states: “*No metropolitan planning organization designated under section 134 of title 23, United States Code, shall give its approval to any project, program, or plan which does not conform to an implementation plan approved or promulgated under section 110.*” The ISTEA subsequently included provisions responsive to the mandates of the CAAA. Implementing regulations have maintained this strong connection.

Beyond the basic requirements for a metropolitan planning process MPO’s are to develop formal agreements to address a number of elements of the air quality conformity process and its associated analysis. One of the elements is the requirement that an interagency coordination committee be established to ensure that the air quality conformity process is conducted using the proper planning assumptions, modeling procedures, and project classifications.

Review Findings

Since the development of the 2005 TIP, the Harrisburg MPO has been performing its air quality conformity analysis modeling efforts in-house. This has given the region the flexibility to use the modeling data in various ways, and on a timeframe more beneficial to the region.

Pennsylvania Department of Environmental Protection (DEP) and EPA developed new budgets in November 2003. That same year the Region updated its planning assumptions to match the numbers from the 2000 census.

The HATS MPO recently upgraded its travel demand model to base year 2002. The current model takes into consideration the latest available regional data.

The model is fully compatible with the Mobile 6 air quality model. The MPO is strongly encouraged to use their air quality modeling capabilities in the selection of candidate Congestion Mitigation and Air Quality (CMAQ) projects to gauge whether the most suitable and air quality beneficial projects are programmed for implementation.

Under the new 8-hour Ozone standards the region is designated as a “Basic” nonattainment region. The final status for the region under the fine Particulate Matter (PM2.5) standards was unknown at the time of the review, but it is assumed to be a low nonattainment status. Thus, the Region will have to perform either future emissions no greater than 2002 baseline or a build/no build test until budgets are determined.

Recommendations

1. It is recommended that the State improve their Air Quality Interagency Consultation process.
2. It is recommended that the MPO continue to move forward with modeling in house, be certain to look at socio-economic variables, land use vs. livable communities, and induced demand.

Commendations

1. The USDOT review team commends the MPO for taking over the responsibility of model operations. This will benefit the MPO as the link between land use and transportation planning develops into more of an emphasis area for MPO's statewide.

TITLE VI/ENVIRONMENTAL JUSTICE

Requirements

Title VI of the Civil Rights Act of 1964 states that “no person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or subjected to discrimination under any program or activity receiving Federal financial assistance.” Title VI bars intentional discrimination as well as disparate impact on protected groups. The planning regulations 23 CFR 450.316(b)(2) requires consistency with Title VI and the Title VI assurances executed by each State and adds sex and physical handicap to the characteristics protected against discrimination.

The Executive Order 12898, issued in 1994, amplifies the Title VI provisions. It states that each federal agency shall make achieving environmental justice (EJ) part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.

Executive Order 13166, *Improving Access for Persons with Limited English Proficiency*, was executed in 2000 to improve access to federally conducted and federally assisted programs and activities for persons who, as a result of national origin, are limited in their English proficiency (LEP). It requires Federal agencies to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Review Findings

During the course of the review it was revealed that there had been some miscommunication relative to the need for HATS staff to conduct an EJ analysis of benefits and burdens. Therefore, staff only produced maps of the locations of minority and low-income populations within the region.

Since the previous certification review, HATS has executed a planning and a consulting contract. In collaboration with the Pennsylvania Department of Transportation, Disadvantaged Business Enterprise goals of 10 percent were established for both contracts. According to HATS staff, both goals were achieved.

HATS has provided translation services through the International Service Center. Meeting announcements have been printed in Russian, Spanish, Vietnamese, Arabic and Bosnian. HATS has not monitored the administration of this service to ascertain whether the correct languages are being utilized. Prior to the review, HATS staff was furnished a website to assist it in its EJ and LEP analyses as well as public involvement outreach, <http://www.mla.org/census-main>. During the review, they were also referred to the website, www.lep.gov.

CAT has developed several methods of accepting and responding to customer concerns regarding services provided – written complaints, website/e-mail and by telephone. A representative advised the USDOT Review Team of the establishment of a bus route to facilitate the travel needs and work schedules of a Hispanic/Latino community within the region. However, low ridership will cause a review to ascertain the need for adjustments in the service.

HATS coordinated an accessibility study on behalf of CAT to evaluate accessibility for disabled patrons at transit stops. Subsequent studies will be performed at day care facilities and banks.

Corrective Action

1. The MPO should complete an EJ benefits and burdens analysis.

Recommendations

1. It is recommended that the MPO complete a benefits and burdens analysis.

Commendations

1. The MPO is commended for their efforts to reach out to protected populations in several languages, but is encouraged to complete an analysis of these languages to see what if any of their publications need to be published.

PUBLIC INVOLVEMENT

Requirements

Public Involvement processes involve the timely notification of information to the public in order to provide input early in the process. The MPO shall provide citizens or other interested parties with a reasonable opportunity to comment on the proposed plan. The proposed plan shall be published, with reasonable notification of its availability, or otherwise made readily available for public review and comment. Likewise, the official statewide transportation plan (see 450.214(d)) shall be published, with reasonable notification of its availability, or otherwise made readily available for public information. 23 CFR 450.212 requires that public involvement processes be proactive and provide complete information, timely public notice, full public access to key decisions, and opportunities for early and continuing involvement.

The Americans with Disabilities Act of 1990 (**ADA**) prohibits discrimination on the basis of disability by public entities in services, programs and activities. Public entities are required to make programs accessible to individuals with disabilities and provide equally effective communications.

Review Findings

At the time of this Review the MPO was in the process of updating their Public Education/Public Involvement Plan (PEPI). This revision of the region's Public Involvement Plan must be sent out for public review and comment for at least forty-five days before it is adopted. The update of PEPI must be accomplished by October 31, 2005 to allow sufficient time for its use in the upcoming 2007-2010 TIP and Plan update.

Notices of meetings to solicit public comment prior to the adoption of any major Plan or TIP are published in local newspapers with general circulation in the MPO region. With reference to the findings reported in the Title VI/Environmental Justice section of this review, the MPO was advised of the need to revise its Public Involvement process to ensure compliance with Executive Order 13166 and continued compliance with ADA requirements.

The region uses its web site to disseminate information on planning issues to the public [www.tcrpc-pa.org]. The local community access television channel tapes the monthly Coordinating Committee meetings and airs them at various times, thereby providing a great community development that could be used for TIP/LRTP outreach. The region also has cultivated a good working relationship with the local press.

The HATS MPO has a strong history of transportation outreach, with bimonthly meetings of its Transportation Technical and Policy Committees. Recently the Technical and Coordinating committees expanded their ex-officio membership to include a number of representatives from air (Susquehanna Area Regional Airport Authority SARAA), rail freight (Norfolk Southern) passenger rail (AMTRAK), and trucking (PMTA) participate in these sessions.

All of the items described above document that this region has met the intent of the planning regulations, but the region needs to formally document those activities that it is engaged in.

Corrective Action

1. The USDOT review team has set a due date of October 31, 2005 by which time the MPO shall have had PEPI available for the 45-day public comment period and adopted.

Recommendations

1. It is recommended that the MPO staff actively seek comments on this plan from the public, board members and MPO peers.
2. It is recommended that the MPO staff reestablish the Citizens Advisory Committee for regular comments and recommendations to the Technical and Policy Committee. The LRTP Citizens task force could serve as a model.

AGENCY COOPERATION AND COORDINATION

The spirit and intent of the Federal requirement to conduct a certification review of the metropolitan planning process stems from the finding of a 3C Process (Continuing, Cooperative, and Comprehensive). The USDOT Review Team discussed agency cooperation during the review.

In the May 2002, Federal Register the US Bureau of Census issued the designations of urbanized areas and urban clusters based on the 2000 Census. While the USDOT has no direct role in the designation of these areas, they are critical to the administration of the surface transportation program. Key FHWA/FTA program impacts planning and environmental processes, including designation of Transportation Management Areas (TMA), application of metropolitan planning requirements, application of conformity requirements, and funding availability (STP attributable

funds in Urbanized Areas over 200,000 population). In July 2002, the Harrisburg Metropolitan Area was formally designated as including portions of Northern York County and Western Lebanon County. The USDOT Review Team acknowledges the joint cooperation between the Harrisburg MPO and its surrounding planning partners in developing and approval Memorandum of Understandings (MOUs) with the York and Lebanon MPOs. The MOUs address planning area boundaries, the distribution of STP Urban funds, and identify the blueprints to coordinate issues such as Air Quality Conformity and the 3-C planning process within their contiguous urbanized boundaries.

The MPO and CAT need to initiate discussions that will result in **an** MOU between both parties. This MOU should address the planning roles and responsibilities of each agency within the boundaries of the UZA.

[BICYCLE AND PEDESTRIAN TRANSPORTATION PLAN]

The Harrisburg region developed a regional Bicycle/Pedestrian plan in 2002. The plan has a heavy bicycle emphasis. It should be revised to provide a bicycle/pedestrian balance with a focus on pedestrian safety, accessibility and sidewalk completion.

[GOODS MOVEMENT PROGRAM]

Review Findings

While the MPO has an established Goods Movement task force, MPO staff and PennDOT do coordinate regularly with the surrounding MPOs. At the time of the review, MPO was in the initial stages of a study focusing on truck and rail freight issues in the 8 county region, and had collaborated with PennDOT and FHWA staff. This strong business, goods movement, transportation planning relationship should continue to serve the region well.

Recommendations

1. The MPO is encouraged to continue the Goods Movement task force meetings after the study is complete on a quarterly basis (at a minimum) to work collaboratively on freight issues that face the 8 county region.

[CONCLUSIONS]

The Federal Highway Administration and Federal Transit Administration jointly find that the planning process in the Harrisburg Metropolitan Area TMA is certified, with two corrective actions pertaining to the finalization of the Public Involvement Plan. This action is based upon the certification review conducted by the USDOT in May 2005, and both agencies ongoing interaction with this region's transportation planning process. This review confirmed that the planning process complies with the federal metropolitan planning regulations, with two noted actions.

The USDOT Review Team highlighted specific areas of opportunity and continual process improvement within transportation planning for the Region. The recommendations are intended to provide greater depth of coverage to the planning issues and resulting products. The MPO's progress in addressing these recommendations will be monitored as part of the FHWA/FTA regular liaison throughout the course of the business cycle, and again in subsequent federal certification reviews.

The USDOT Review Team again thanks the Capital Area Transit for its hospitality and the entire region for its candid participation during the course of this review.

Appendix A

REVIEW TEAM

John Byun	FHWA – Resource Center
Spencer Stevens	FHWA – PA Division
Matt Smoker	FHWA – PA Division
Henry Droughter	FHWA – PA Division
Kathy Dimpsey	FHWA – PA Division
Melanie Mucha	FHWA – PA Division
Keith Lynch	FTA Region III
Genevieve Smith	FHWA- LA Division
Tameka Macon	FHWA- NJ Division

REVIEW PARTICIPANTS AND ATTENDEES

Jim Szymborski	TCPC-HATS
Tim Reardon	TCPC/HATS
Diane Myers-Krug	TCPC/HATS
Chip Millard	TCPC/HATS
Brian Dickson	TCPC/HATS
Al Sundara	TCPC/HATS
Terry Adams	PennDOT District 8-0
Dennis Lebo	PennDOT Central Office
Walt Panko	PennDOT Central Office
Will Clark	York County MPO
Don Bubb	York County MPO
John Fitzkee	Lebanon Co. MPO
Jim Hoffer	Capitol Area Transit
Larry Joyce	Sierra Club
Kirk Stoner	Cumberland County Planning Commission
Raymond Rhodes	Lower Allen Township

Agenda
Harrisburg TMA Certification
Capital Area Transit offices, Cameron Street, Harrisburg
May 4-5, 2005

Wednesday May 4

- 9:15 AM Introductions and overview of the Certification Process
- 9:30 AM Overview of the Planning Process in the Harrisburg region
- 10:30 AM Discussion:
 * Financial Planning
 * TIP Development/Processing
- 11:30 AM Lunch
- 12:30 PM Discussion:
 * Air Quality
 * Internodal and Freight issues
 * Congestion Management System
 * Long Range Plan
 * ITS
 * Ridership and Traffic Forecasts
 * Access to Work
- 3:30 PM Public Involvement
 Environmental Justice
 Coordination with York and LebCo MPOs
 Transportation Enhancements
- 4:30 PM Other issues and certifications, including discussion of major transportation projects or studies in the region, Transportation Planning factors, etc.
- 5:00 PM Adjourn

Harrisburg TMA Certification May 4-5, 2005

Thursday May 5

- 9:00 AM Cooperation and Coordination in the Transportation Planning Process
- 10:00 AM Meeting with Public officials
- 11:00 AM Meeting with citizens
- 12:00 PM Lunch
- 1:00 PM Federal Review TEAM meets to develop draft findings
- 3:00 PM Close out discussion of certification review findings
- PM Adjourn

ABBREVIATIONS

ADA	Americans with Disabilities Act of 1990
CAAA	Clean Air Act Amendments of 1990
CAT.....	Capital Area Transit
CFR	Code of Federal Regulations
CMAQ.....	Congestion Mitigation and Air Quality
CMS	Congestion Management System
EJ	Environmental Justice
FHWA	Federal Highway Administration
FTAFederal Transit Administration
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
ITS	Intelligent Transportation System
LEP.Limited English Proficiency
LRTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization
MOU	Memorandum of Understanding
NHS.National Highway System
PennDOT	Pennsylvania State Department of Transportation
PM 2.5.Particulate Matter Smaller than 2.5 Micrometers in Diameter
SOV	Single Occupant Vehicle

STP Surface Transportation Program

TCPC.....Tri-County Planning Commission

TIP Transportation Improvement Program

TMA..... Transportation Management Area

UPWP Unified Planning Work Program

USC United States Code

USDOTUnited States Department of Transportation

USEPA..... United States Environmental Protection Agency

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