



U.S. Department  
of Transportation

# Transportation Management Area Planning Certification Review

Federal Highway  
Administration

Federal Transit  
Administration

## **Jackson** **Transportation Management Area**

**July 2020**  
**Final Report**





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## EXECUTIVE SUMMARY

Federal law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly certify the transportation planning processes of Transportation Management Areas (TMAs) at least every four years; a TMA is an urbanized area, as defined by the US Census, with a population over 200,000. A certification review generally consists of four primary activities: a site visit, a review of planning documents (in advance of the site visit), the development and issuance of a FHWA/FTA certification report and a certification review closeout presentation to the Metropolitan Planning Organization (MPO) governing board.

As a part of the TMA certification review process, FHWA and FTA utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. The certification review process is only one of several methods used to assess the quality of a regional metropolitan transportation 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. This certification review was conducted to highlight best practices, identify opportunities for improvement, and ensure compliance with regulatory requirements.

The Federal Review Team conducted a virtual site visit of the Jackson MPO on May 27, 2020. Since the last certification review in 2016, this TMA has made significant improvements to its transportation planning processes as indicated by the **5 noteworthy practices** highlighted in this report with **0 corrective actions**. This review identified **5 recommendations** that the MPO should consider to further strengthen its planning processes.

Based on this review, the FHWA and FTA jointly certify that the transportation planning process for the Jackson TMA substantially meets the federal requirements in 23 CFR 450 Subpart C. This certification will remain in effect until July 2024.



## **BACKGROUND**

Pursuant to 23 U.S.C. 134(k) and 49 U.S.C. 5303(k), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the metropolitan transportation planning process in Transportation Management Areas (TMAs) at least every four years. A TMA is an urbanized area, as defined by the U.S. Census Bureau, with a population of over 200,000. The reviews focus on compliance with Federal law and regulations, challenges, successes, and experiences of the cooperative relationship between the MPO, the State DOT, and public transportation operator(s) in the conduct of the metropolitan transportation planning process.

The Certification Review process is only one of several methods used to assess the quality of a regional metropolitan transportation 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 stewardship and oversight activities provide opportunities for this type of review and comment, including the Unified Planning Work Program (UPWP) approval, the review of the Metropolitan Transportation Plan (MTP), the metropolitan Transportation Improvement Program (TIP) findings, as well as a range of other formal and less formal interactions provide both FHWA/FTA an opportunity to comment on the planning process. The results of these processes are also considered in the Certification Review process.

The Central Mississippi Planning and Development District (CMPDD) is the designated MPO for the Jackson urbanized area. The Mississippi Department of Transportation is the responsible State agency and the City of Jackson's JTRAN is the responsible public transportation operator. Current membership of the Jackson MPO consists of locally elected officials, public transportation representation, and state officials from jurisdictions in Hinds, Madison and Rankin counties.

Certification of the planning process is a prerequisite to the approval of Federal funding for transportation projects. The certification review is also an opportunity to provide technical assistance and to provide transportation stakeholders with information needed to make well-informed capital and operating investment decisions.

## **PURPOSE AND OBJECTIVE**

The purpose of this review is to evaluate the metropolitan transportation planning process for the Jackson TMA to determine if the process meets the Federal planning requirements in 23 CFR 450 Subpart C.



## SCOPE AND METHODOLOGY

This report details the most recent certification review, which consisted of a virtual site visit and public involvement opportunity conducted on May 27, 2020. A summary of the status of findings from the previous review conducted in 2016 is provided in Appendix E.

The certification review covers the transportation planning process conducted cooperatively by the MPO, State, and public transportation operators. Participants in the review included representatives of FHWA, FTA, the Mississippi Department of Transportation (MDOT), the City of Jackson's JTRAN (transit operator), and the Jackson MPO staff. A full list of participants is included in Appendix A.

A desk audit of current documents and correspondence was completed prior to the site visit. In addition to the formal review, routine oversight mechanisms provided a major source of information for the certification findings. As a part of the TMA Certification Process, FHWA and FTA utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review.

The TMA Certification Risk Assessment Tool was used to assess the risk of the various program areas for which the Jackson MPO is responsible. The assessment tool, which included a review of background information and key findings from the two most recent reviews, identified the following subject areas for further on-site discussion:

- Transit Planning
- Transportation Performance Planning/Performance Management
- Intelligent Transportation Systems (ITS)
- Planning & Environmental Linkage
- Public Participation/Outreach/Title VI
- Congestion Management Process (CMP)

These topic areas are summarized in the body of the report, and a summary of the TMA Certification Risk Assessment is provided in Appendix D.

Social media outreach was carried out in lieu of a public meeting. A combination of social media outlets utilized by the MPO to reach out to their stakeholders included Facebook, the MPO website and email blasts, and local newspapers to gather input for the certification review. The public comment period ended on June 27, 2020 and more details can be found in Appendix C.



## TEAM MEMBERS

NAME	TITLE	AGENCY
Shundreka R. Givan	Project Development Team Leader	FHWA-MS
Randal Jansen	Transportation Planning Engineer/PMA	FHWA-MS
Carr Brown	Civil Rights Specialist	FHWA-MS
Teresa Bridges	Safety Specialist	FHWA-MS
Tameka Macon	Transportation Specialist	FHWA-HQ
Andres Ramirez	Community Planner	FTA-Region IV

## OBSERVATIONS AND COMPLIANCE DETERMINATIONS

### A. Transit Planning

49 U.S.C. 5303 and 23 U.S.C. 134 require the transportation planning process in metropolitan areas to consider all modes of travel in the development of their plans and programs. Federal regulations cited in 23 CFR 450.314 state that the MPO in cooperation with the State and operators of publicly owned transit services shall be responsible for carrying out the transportation planning process.

#### Observations:

The City of Jackson, Mississippi, DBA JTRAN, provides transit service. JTRAN operates a fixed schedule and Handilift service. Handilift provides safe and efficient transportation to persons with disabilities who are ADA paratransit eligible. Service is provided within the city limits of Jackson, extending to a ¼ mile radius around JTRAN's fixed routes. A JTRAN employee serves as a voting member on the MPO's Technical Committee and Policy Board. Transit project implementation is generally funded with FTA Section 5307 and Section 5339 funds.

In 2018, the MPO began hosting biannual Transit Committee meetings that are focused on only discussing transit related items. These meetings have all been well attended by the MPO staff, the City of Jackson, MDOT, and FHWA staff members. Since the last Certification Review, the information sharing and cooperative nature between the MPO and the City of Jackson has increased greatly. MPO staff served on the selection committee for the City of Jackson to select a firm to serve as the Operation and Maintenance Operator, and MPO staff assisted and reviewed the RFP to be released by



the City for a Transit Study. MPO staff also participated in a Triennial Review training workshop hosted by the City of Jackson in March 2020.

**Compliance Determination:** Compliance

**Commendations:**

- The MPO, JTRAN and the MDOT Transit Division are commended for their commitment to the disabled population, the valuable transportation services provided to the community, and for their coordination and regional leadership efforts through the Jackson MPO Transit Working Group.
- The MPO and JTRAN are commended for their coordination and regional leadership efforts in the development and implementation of the Transit Asset Management (TAM). Special mention regarding the adoption of regional TAM targets and the prioritization of transit projects based on the adopted targets.
- The MPO is commended for their identification of the FTA section programs funding major planning activities as reflected in the UPWP's financial tables and funding summaries.

## **B. Transportation Performance Planning/Performance Management**

23 U.S.C. 150(b) identifies the following national goals for the focus of the Federal-aid highway program: Safety, Infrastructure Condition, Congestion Reduction, System Reliability, Freight Movement and Economic Vitality, Environmental Sustainability, and Reduced Project Delivery Delays. Under 23 U.S.C. 134(h)(2), the metropolitan planning process shall provide for the establishment and use of a performance-based approach to transportation decision-making to support the national goals, including the establishment of performance targets.



### **Observations:**

The MPO set targets for all performance measures by the required deadlines and provided MDOT with documentation of each target set, along with baseline information used to set each target. The only remaining performance area to be addressed is transit safety. The MPO has added a section for Performance Measures to their website, and a new planning task addressing Performance Measures and Target Analysis has been added to the FY 2019-2020 UPWP. A section titled Linking Performance Measures, Targets, and Investments was added to the narrative portion of the FY 2019-2022 TIP, and it is anticipated that the section will be further expanded upon with the development of the FY 2021-2024 TIP. As part of the long-range transportation plan update, the baseline performance report has been developed and will be released as part of the 2045 MTP later this year. An initial draft copy of the Performance Report was made available to the Federal Review Team.

**Compliance Determination:** Compliance

### **Recommendations:**

- The current MTP was approved in November 2015, which was prior to the effective date of the Transportation Performance Management (TPM) final rules. The MPO should update the description of their performance measures and performance targets and describe how these are integrated into the planning process during the development of the new metropolitan transportation plan.
- In addition to the annual Safety Analysis Report developed by the MPO, it is recommended that a similar report for the other performance measures be developed, specifically for the PM2 (pavement and bridges) and PM 3 (system reliability & freight) measures.

## **C. Intelligent Transportation Systems (ITS)**

23 CFR Part 450.306(g) states that the metropolitan transportation planning process shall (to the maximum extent practicable) be consistent with the development of applicable regional intelligent transportation systems (ITS) architectures, as defined in 23 CFR part 940. 23 CFR 940 provides policies and procedures for implementing section 5206(e) of the Transportation Equity Act for the 21st Century (TEA-21), Public Law 105-178, 112 Stat. 457, pertaining to conformance with the National Intelligent Transportation Systems Architecture and Standards.



### **Observations:**

The MPO has made significant changes to their planning process, specifically for the evaluation of safety projects, by placing a higher priority on ITS related projects. As a result, a number of ITS signal improvement projects have been selected for funding. In addition, the MTP outlines a number of strategies related to ITS improvements as possible solutions to identified safety and congestion management concerns. The MPO coordinates with MDOT to ensure that all ITS projects are consistent with the regional ITS architecture.

### **Compliance Determination:** Compliance

### **Recommendation:**

- The regional ITS architecture agreement between the MPO and MDOT should be updated to ensure ITS activities are coordinated with other ITS agencies within the TMA region and to establish procedures on how changes to the regional ITS architecture are being documented and processed.

## **D. Planning and Environmental Linkage**

23 U.S.C. 134(i)(2)(D) and 23 CFR 450.324(f)(10) requires environmental mitigation be set forth in connection with the MTP. The MTP is required to include a discussion of types of potential environmental mitigation activities for the transportation improvements and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the plan.

23 U.S.C. 168 and Appendix A to 23 CFR Part 450 provide for linking the transportation planning and the National Environmental Policy Act (NEPA) processes. A Planning and Environmental Linkages (PEL) study can incorporate the initial phases of NEPA through the consideration of natural, physical, and social effects, coordination with environmental resource agencies, and public involvement. This will allow the analysis in the PEL study to be referenced in the subsequent NEPA document once the project is initiated, saving time and money with project implementation.



### **Observations:**

The Jackson MPO gives consideration to the impacts transportation projects have on the natural and human environment. By providing early consideration of environmental impacts into the planning process, the MPO has increased opportunities for interagency coordination, enabled expedited project delivery, and continues to promote outcomes that are more environmentally sustainable.

Although detailed, project-specific environmental impact evaluations are addressed by MDOT, the MPO's MTP uses an environmental screening process to evaluate the relative likelihood of significant environmental impacts for all transportation projects. This process utilizes available inventories of all relevant natural and cultural resources and socioeconomic and demographic data from the U.S. Census Bureau.

**Compliance Determination:** Compliance

## **E. Public Participation/Outreach/Title VI**

Sections 134(i)(6), 134(j)(1)(B) of Title 23 and Section 5303(i)(5) and 5303(j)(1)(B) of Title 49, United States Code, require a Metropolitan Planning Organization (MPO) to provide adequate opportunity for the public to participate in and comment on the products and planning processes of the MPO. The requirements for public involvement are detailed in 23 CFR 450.316, which requires the MPO to develop and use a documented participation plan that includes explicit procedures and strategies to include the public and other interested parties in the transportation planning process.

Title VI of the Civil Rights Act of 1964, prohibits discrimination based upon race, color, and national origin. Specifically, 42 U.S.C. 2000(d) 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 be subjected to discrimination under any program or activity receiving Federal financial assistance." In addition to Title VI, there are other nondiscrimination statutes that afford legal protection. These statutes include the following: Section 162(a) of the Federal-Aid Highway Act of 1973 (23 U.S.C. 324), the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act (ADA) of 1990. The ADA specifies that programs and activities funded with Federal dollars are prohibited from discrimination based on disability.



### **Observations:**

The Jackson MPO has made significant changes to their public outreach and participation processes since the last certification review. Revisions to the Public Participation Plan were completed in November 2017. Throughout the document, updates were made to the existing language for clarification purposes. Additionally, the MPO added two new sections; the first specifically addresses Engaging Traditionally Underserved Populations and the second section addresses the Transit Program of Projects.

The MPO has published all required public meeting notices in local newspapers, including the Clarion Ledger and the Jackson Advocate. The Jackson MPO has also participated in a number of senior health fair events hosted in Jackson by setting up an exhibit booth and providing promotional handouts that promotes the Jackson MPO and its website. The MPO has taken conscious steps to reach out to underserved populations as part of the 2045 long range plan update. This has included compiling a database of local contacts and reaching out with targeted electronic messages that provided information regarding meeting times, dates, and location as well as educational information on the transportation planning process. Understanding that not everyone has the ability to receive electronic information, flyers advertising public meetings were placed in community gathering locations such as historically black colleges, transit bus stops, grocery stores, and other shopping centers in identified underserved areas.

### **Compliance Determination:** Compliance

### **Commendation:**

- The Jackson MPO is commended for their enhanced public participation and outreach activities. Additionally, the demographic and GIS data are noticeably better, as reflected in several local plans developed by the MPO.

### **Recommendations:**

- The Jackson MPO should continue to enhance its public outreach and participation by updating the Public Participation Plan to include virtual public involvement strategies and opportunities.
- The MPO has made noticeable updates to its Title VI plan; however, it hasn't been officially signed and minor revisions should be incorporated. The FHWA Civil Rights Specialist will work with MDOT and the MPO schedule the necessary



training needed to enhance the plan. The training will also include the ADA, LEP and EEO Complaint processes.

## **F. Congestion Management Process (CMP)**

23 U.S.C. 134(k)(3) and 23 CFR 450.322 set forth requirements for the congestion management process (CMP) in TMAs. The CMP is a systematic approach for managing congestion through a process that provides for a safe and effective integrated management and operation of the multimodal transportation system. TMAs designated as non-attainment for ozone must also provide an analysis of the need for additional capacity for a proposed improvement over travel demand reduction, and operational management strategies.

23 CFR 450.324(f)(5) requires the MTP include Management and Operations (M&O) of the transportation network as an integrated, multimodal approach to optimize the performance of the existing transportation infrastructure. Effective M&O strategies include measurable regional operations goals and objectives and specific performance measures to optimize system performance.

### **Observations:**

The CMP is currently being updated as part of the 2045 long-range plan update. The MPO provided a draft copy of the CMP for review. As part of the update, the MPO is utilizing a new methodology to address congestion management. The MPO has specifically looked at new data sets, including NPRMDS, INRIX, and crash data. The MPO consistently collects land use, traffic count, and safety data in-house, and coordinates with MDOT as needed.

As a revised strategy, the MPO now awards additional funding for sidewalks, bicycle and pedestrian facilities, and projects that connect to schools. The MPO believes these strategies and along with the methodology will enhance the MTP and TIP project priority and selection processes.

### **Compliance Determination:** Compliance

### **Commendation:**

- The MPO is commended for their CMP data collection efforts. The MPO has a number of data sharing policies in place and they work collectively with MDOT on gathering and sharing information related to performance management practices.



## CONCLUSION

Based on this review, the FHWA and FTA jointly certify that the transportation planning process for the Jackson TMA substantially meets the federal requirements in 23 CFR 450 Subpart C. This certification will remain in effect until July 2024.

The following are noteworthy practices that demonstrates the Jackson MPO is doing well in their transportation planning process:

- The MPO, JTRAN and the MDOT Transit Division are commended for their commitment with the disabled population, the valuable transportation services provided to the community, and for their coordination and regional leadership efforts through the Jackson MPO Transit Working Group.
- The MPO and JTRAN are commended for their coordination and regional leadership efforts in the development and implementation of the Transit Asset Management (TAM). Special mention regarding the adoption of regional TAM targets and the prioritization of transit projects based on the adopted targets.
- The MPO is commended for their identification of the FTA section programs funding major planning activities as reflected in the UPWP's financial tables and funding summaries.
- The Jackson MPO is commended for their enhanced public participation and outreach activities. Additionally, the demographic and GIS data are noticeably better, as reflected in several local plans developed by the MPO.
- The MPO is commended for their CMP data collection efforts. The MPO has a number of data sharing policies in place and they work collectively with MDOT on gathering and sharing information related to performance management practices.

The following are recommendations that would further strengthen the MPO's transportation planning process:

- The current MTP was approved in November 2015, which was prior to the effective date of the Transportation Performance Management (TPM) final rules. The MPO should update the description of their performance measures and performance targets and describe how these are integrated into the planning process during the development of the new metropolitan transportation plan.



- In addition to the annual Safety Analysis Report developed by the MPO, it is recommended that a similar report for the other performance measures be developed, specifically for the PM2 (pavement and bridges) and PM 3 (system reliability & freight) measures.
- The regional ITS architecture agreement between the MPO and MDOT should be updated to ensure ITS activities are coordinated with other ITS agencies within the TMA region and to establish procedures on how changes to the regional ITS architecture are being documented and processed.
- The Jackson MPO should continue to enhance its public outreach and participation by updating the Public Participation Plan to include virtual public involvement strategies and opportunities.
- The MPO has done noticeable updates to its Title VI plan; however, it hasn't been officially signed and minor revisions should be incorporated. The FHWA Civil Rights Specialist will work with MDOT and the MPO schedule the necessary training needed to enhance the plan. The training will also include the ADA, LEP and EEO Complaint processes.

At the conclusion of the site visit, the Federal Review Team asked the MPO staff if they had any training or technical assistance needs. The Jackson MPO identified technical assistance requests for the following topical areas: Title VI and connected and automated vehicles training. FHWA suggested that the MPO share their data collection practices through upcoming peer exchanges or webinars. FHWA and FTA will work with the MPO to provide resources in these areas.



## APPENDIX A - PARTICIPANTS

The following individuals were involved in the Jackson urbanized area on-site review, which was conducted virtually via ZOOM on May 27, 2020:

<b>Federal Highway Administration</b>	
Shundreka Givan	Teresa Bridges
Randal Jansen	Tameka Macon
Carr Brown	
<b>Federal Transit Administration</b>	
Andres Ramirez	
<b>Jackson Metropolitan Planning Organization</b>	
Lesley Callender	Chuck Carr
Scott Burge	
<b>Mississippi Department of Transportation</b>	
Evan Wright	
<b>City of Jackson</b>	
Christine Welch	Jordan Hillman
Marilyn Guice	



## APPENDIX B - AGENDA

### Jackson Metropolitan Planning Organization TMA Certification Review Site Visit

1170 Lakeland Drive  
Jackson, MS 39296

### AGENDA

May 27, 2020		
Time	Item	Lead
<b>Federal Certification Team Members</b>	Shundreka Givan (FHWA) Randy Jansen (FHWA) Tameka Macon (FHWA)	Andres Ramirez (FTA) Carr Brown (FHWA) Teresa Bridges (FHWA)
<b>8:00 AM</b>	Welcome / Introductions <ul style="list-style-type: none"> <li>Roles/Responsibilities/Key Activities of MPO and Transit Agency Staff</li> </ul>	Federal Team
<b>8:15 AM</b>	Site Visit Overview <ul style="list-style-type: none"> <li>Purpose of the Certification Process</li> <li>Review Schedule and Close-out Process</li> </ul>	Federal Team
<b>8:30 AM</b>	Discussion of Previous Review Findings <ul style="list-style-type: none"> <li>Federal TMA Certification</li> </ul>	Federal Team, MPO, Transit, MDOT
<b>9:00 AM</b>	Best Practices, Planning Priorities and Lessons Learned	MPO
<b>9:45 AM - Break (15 Minutes)</b>		
<b>10:00 AM</b>	Transit Planning	Federal Team, MPO, Transit, MDOT <b>Lead: Andres Ramirez</b>
<b>10:30 AM</b>	Transportation Performance Planning/ Performance Management	Federal Team, MPO, Transit, MDOT <b>Lead: Randy Jansen</b>
<b>11:00 AM</b>	Intelligent Transportation Systems (ITS)	Federal Team, MPO, Transit, MDOT <b>Lead: Teresa Bridges</b>
<b>11:30 AM - Break for Lunch (1.5 Hours)</b>		
<b>1:00 PM</b>	Linking Planning & NEPA	Federal Team, MPO, Transit, MDOT <b>Lead: Shundreka Givan</b>
<b>1:30 PM</b>	Public Participation/Outreach/Title VI	Federal Team, MPO, Transit, MDOT <b>Lead: Carr Brown</b>
<b>2:00 PM</b>	Congestion Management Process (CMP)	Federal Team, MPO, Transit, MDOT <b>Lead: Tameka Macon</b>
<b>2:30 PM - Break (15 Minutes)</b>		
<b>2:45 PM</b>	Technical Assistance & Training	Federal Team, MPO, Transit, MDOT
<b>3:15 PM</b>	Closeout Discussion	Federal Team, MPO, Transit, MDOT
<b>Conclude Site Visit (4:00 PM)</b>		



## APPENDIX C – PUBLIC COMMENTS

Social media outreach was carried out in lieu of a public meeting. A combination of social media outlets was utilized by the MPO to reach out to their stakeholders to gather input for the certification review, which included Facebook, the MPO website, email blasts, and local newspapers. The public comment period ended on June 27, 2020.

### PUBLIC NOTICE

*Certification Review Jackson Urbanized Area  
Metropolitan Planning Organization*



The Federal Highway Administration and Federal Transit Administration are conducting an evaluation of the Jackson Metropolitan Planning Organization as part of the Transportation Management Area Certification Review. The Certification Review is required to be conducted every four years by federal law. As a part of the review, a site visit will be held May 27, 2020. Public comments are also a vital element of the Certification Review process, as they allow citizens to provide direct input on the regional transportation planning process. The Federal Review Team would especially like to hear the public's input on:

- How well they are involved in the local transportation planning process;
- If they are given the information they need to become involved in the transportation planning process;
- Whether the way in which they can get involved is clearly explained;
- Whether they feel their input is considered and addressed by the Jackson Urban Area Metropolitan Planning Organization, which includes portion of Hinds, Madison, and Rankin Counties; or
- Other relevant comments the public may have regarding the regional transportation planning process.

The public is invited to submit comments to the Federal Highway Administration, by mail, phone, or email. **Comments received by June 27, 2020** will be considered in the drafting of the final Certification Review report.

#### WAYS TO PROVIDE YOUR COMMENTS:

<p><b>Mail:</b> Shundreka R. Givan Project Development Team Leader United States Department of Transportation 100 West Capitol Street, Suite 1062 Jackson, MS 39269</p>	<p><b>Phone:</b> (601)965-4217 <b>Email:</b> <a href="mailto:shundreka.givan@dot.gov">shundreka.givan@dot.gov</a></p>
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Public participation is solicited from all interested parties. For questions or additional information please contact MPO Staff at 601-981-1511 or [mps@cmpdd.org](mailto:mps@cmpdd.org).

#### Public Comment #1

- Clarion Ledger Ad: May 20, 2020 (Phone Call)  
Ray Patel, a local business owner in Hinds County, shared safety concerns due to low visibility and lighting at the Ellis Ave exit of I-20. He shared similar concerns for HWY80 near Jim Hill High School.  
**Response:** Comment referred to the Jackson MPO for follow-up.

#### Public Comment #2

- Bill Owen, P.E., member of the Jackson MPO's Bicycle and Pedestrian Facilities Sub-Committee, submitted written correspondence on May 21, 2020 expressing support for the MPO's efforts of involving committee members in the transportation planning process.  
**Response:** None; *see letter for reference*



**Phil Fisher, Mayor**

**ALDERMEN**  
David Ellis  
Ward One

Jim Martin  
Ward Two

William O. Barnett  
Ward Three

Keith Perritt  
Ward Four

Jan Cossitt  
Ward Five

Mike Cashion  
Ward Six

Ricki Garrett  
Alderman-At-Large

Russell L. Wall  
City Clerk

Bill Owen, P.E.  
City Consulting Engineer

May 21, 2020

Shundreka Givan  
U.S. Department of Transportation  
100 West Capitol Street, Suite 1060  
Jackson, MS 39269

RE: Jackson TMA Review

Dear Ms. Givan:

As a member of the Jackson Metropolitan Planning Organization's (MPO's) Bicycle and Pedestrian Facilities Sub-Committee, I would like to take this opportunity to express my support for the Central MS Planning and Development District (CMPDD) and their continued efforts keeping members of this committee involved in the planning process for bicycle and pedestrian infrastructure in the Jackson MPO Planning Area. Staff members are always prepared for each meeting, presents pertinent information regarding bicycle and pedestrian planning and project development and keeps the committee informed of all federal guidance as it relates to bicycle and pedestrian planning and programs.

Members of this committee not only provide input into the development of the Bicycle and Pedestrian component of the Metropolitan Transportation Plan (MTP), but have also worked closely with CMPDD staff in the development of Project Submittal Guidelines and project selection criteria for Transportation Alternatives (TA) funding. The changes that have been implemented to the project selection process as well as the way staff members track and manage projects after being selected for MPO funding has allowed the MPO to move projects forward to construction at a much faster rate than in years past.

It is a pleasure to serve on the Bicycle and Pedestrian Facilities committee and I am thankful for the working relationship I have with the staff at CMPDD. If I can be of any further assistance during your review process please feel free to contact me at 601-925-4444.

Sincerely,

Bill Owen, P.E.  
City Consulting Engineer

cc: Lesley Callender





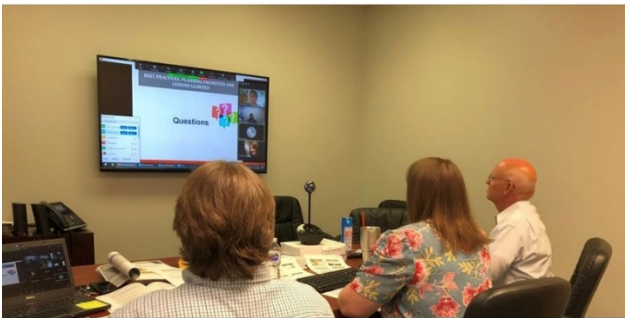
## Facebook Posts: May 27, 2020 and June 23, 2020



**Central Mississippi Planning and Development District**

3 hrs · 🌐

Today, CMPDD staff members welcomed federal team members from FHWA and FTA remotely as they met to discuss the Jackson MPO's compliance with federal regulations for the regional transportation planning process.



### HOW ARE WE DOING?

Public feedback is an essential part of the MPO Review process.

**YOU CAN PARTICIPATE** in the review process by sharing your comments about the effectiveness of the Jackson MPO with federal review team members. Go to <http://cmpdd.org/public-notice/> to learn how you can participate. Comments received by June 27, 2020 will be considered in the drafting of the final report.

👍 Like

💬 Comment

➦ Share

👍 You, Joyce A Cockrell and 6 others



Write a comment...



**Central Mississippi Planning and Development District**

Tuesday at 10:55 AM · 🌐

Your opportunity to participate in the Certification Review of the Jackson Metropolitan Planning Organization (MPO) is ending soon. Comments are welcome as part of the Certification Review of the Jackson MPO through Saturday, June 27, 2020. Visit CMPDD's website for more details, [cmpdd.org/public-notice/](http://cmpdd.org/public-notice/).



Message





## APPENDIX D – SUMMARY OF RISK ASSESSMENT

A desk audit of current documents and correspondence was completed prior to the site visit. In addition to the formal review, routine oversight mechanisms provided a major source of information for the certification findings. As a part of the TMA Certification Process, FHWA and FTA utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review.

The TMA Certification Risk Assessment Tool was used to assess the risk of the various program areas for which the Jackson MPO is responsible. The assessment tool, which included a review of background information and key findings from the two most recent reviews, identified the following subject areas for further on-site discussion:

### Mississippi TMA Certification Review Risk Assessment

MPO: Jackson MPO  
Date of Assessment: March 2020  
Cert Review Report Date: July 2020

Topic Area	Selected for additional review?
Organization of MPO/TPO (23 CFR 450.310, 312, 314)	No
Transportation Performance Planning (23 CFR 306(a), 306(d), 314(h), 324(f), 326(c), 326(d))	Yes
Scope of the Planning Process (23 CFR 450.306) - Transportation Planning Factors	No
Scope of the Planning Process (23 CFR 450.306) - Air Quality	No
Scope of the Planning Process (23 CFR 450.306) - Bicycle and Pedestrian Planning Activities	No
Scope of the Planning Process (23 CFR 450.306) - Transit	Yes
Scope of the Planning Process (23 CFR 450.306) - Intelligent Transportation Systems (ITS)	Yes
Scope of the Planning Process (23 CFR 450.306) - Freight Planning	No
Scope of the Planning Process (23 CFR 450.306) - Security Considerations in the Planning Process	No
Scope of the Planning Process (23 CFR 450.306) - Safety Considerations in the Planning Process	No
Unified Planning Work Program (23 CFR 450.308)	No
Interested Parties (23 CFR 450.316) - Outreach and Public Participation	Yes
Interested Parties (23 CFR 450.316) - Tribal Coordination	No
Interested Parties (23 CFR 450.316) - Title VI and Related Requirements	No
Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g))	Yes
Congestion Management Process (23 CFR 450.322)	Yes
Long Range Transportation Plan (23 CFR 450.324)	No
Long Range Transportation Plan (23 CFR 450.324) - Travel Demand Modeling/Data	No
Long Range Transportation Plan (23 CFR 450.324) - Financial Plan/Fiscal Constraint	No
Transportation Improvement Program (23 CFR 450.326, 328, 330, 332, 334)	No

\*Note: With the exception of Transit, if all areas are a "No", then the top 3 areas will be reviewed.



## APPENDIX E - STATUS OF FINDINGS FROM LAST REVIEW

One of the priorities of each certification review is assessing how well the planning partners in the area have addressed corrective actions and recommendations from the previous certification review. This section identifies the corrective actions and recommendations from the previous certification and summarizes discussions of how they have been addressed.

**Corrective Action 1: Financial Planning:** Substantiating data from the state and local sources for funding is necessary to assure that the Staged Improvement Plan for transit projects in the Jackson MPO is fiscally-constrained.

**MPO Response:** As part of the corrective action plan to address this deficiency, the MPO has been collecting detailed budget data regarding transit services from the City of Jackson. This data, and data provided by MDOT, is being used in the development of the 2045 Metropolitan Transportation Plan transit element that is currently under development and will be available in draft format later this year. The financial component outline that is being used to develop the transit portion of the 2045 plan is detailed below:

### Draft Outline Transit

#### Financial Plan

- Available Funding (Federal/Non-Federal)
  - o Historical Funding levels
  - o Forecasting Funding
- Cost Assumptions
  - o Operating Costs
  - o Capital costs
    - Fleet Replacement Plan
- Fiscally-Constrained Plan
  - o Continuing Existing Service
  - o Service Expansions within Budget
- Vision Plan
  - o Service Expansions beyond Budget
  - o Potential Funding Sources

**Corrective Action 2: Public Outreach and Public Involvement:** The Public Participation Plan must be revised to adequately demonstrate a methodology for seeking out and considering the needs of the traditionally underserved community's use of the existing transportation system.



**MPO Response:** Revisions to the Public Participation Plan were completed in November 2017. Throughout the document updates were made to the existing language for clarification purposes, additionally the MPO added two new sections. The first specifically addresses Engaging Traditionally Underserved Populations. The second section addresses the Transit Program of Projects. The MPO has published all public meeting notices that are required to be published in newspapers in the Clarion Ledger and the Jackson Advocate. The Jackson Advocate is Mississippi's oldest continuously published newspaper focused on serving the underserved population. In addition, the Jackson MPO has participated in a number of senior health fair events hosted in Jackson by setting up an exhibit booth and providing promotional handouts promoting the Jackson MPO and its website. Furthermore, the MPO has taken conscious steps to reach out to underserved populations as part of the 2045 long range plan update. This has included compiling a database of local contacts and reaching out with targeted electronic messages that provided information about meeting times, dates, and location as well as educational information about the planning process. Understanding that not everyone has the ability to receive electronic information, flyers advertising public meetings were placed in community gathering locations such as historically black colleges, transit bus stops, grocery stores, and other shopping centers in identified underserved areas.

**Corrective Action 3: Congestion Management Process:** The focus of the CMP must be expanded beyond traffic congestion and flow related strategies to include multi-modal components, land use management, transit, and other non-highway strategies.

**MPO Response:** The CMP is being updated as part of the long-range plan update to the 2045 horizon year. As part of this process we threw-out our old way of developing the CMP and have utilized a new methodology. The initial rough draft of the CMP technical report can be viewed using the link below. Please note this is the first draft and additional edits and minor adjustments will be made before the draft copy of the 2045 plan is released to the public. However, hopefully this will allow you to understand how we have incorporated the findings from the previous Certification Review into a revised strategy.

#### **Recommendation Implemented by the MPO:**

- **Performance Management Agreement:** as recommended the MPO, the City of Jackson, and MDOT executed Performance Management Planning Agreements in 2018 outlining how the agencies will cooperate in developing and sharing information related to transportation performance measures and target setting.
- **Single Planning Agreement:** (In progress) The MPO is currently in the process of updating the Cooperative Planning Agreements. The new agreement if approved, as anticipated later this year, will include one document signed by all parties (MDOT, CMPDD, and the City of Jackson) as recommended in our last Certification Review.



- **Regularly Scheduled Transit Meetings:** In 2018 the MPO began hosting biannual Transit Committee meetings. The meetings are held in May and November each year before the Intermodal Technical Committee meeting and are focused on only discussing transit related items. The meetings have all been well attended by MPO staff, the City of Jackson, MDOT, and FHWA staff members. Minutes from each meeting are kept and sent out to all committee members, as well as, provided to Policy Committee members. Since the last Certification Review the information sharing and cooperative nature between the MPO and the City of Jackson has increased greatly. MPO staff served on the selection committee for the City of Jackson to select a firm to serve as the Operation and Maintenance Operator, and MPO staff assisted and reviewed the RFP to be released by the City for a Transit Study. MPO staff also participated in a Triennial Review training workshop hosted by the City of Jackson in March 2020.
- **Data collection and sharing:** The MPO has a number of data sharing policies in place. We share all of the traffic count information we collect with MDOT and they share with us as well. In addition, we work collectively with MDOT on gathering and sharing information related to performance measures. We worked collectively with MDOT and the other MPOs across the state to establish baseline information and initial targets.
- **Robust Project selection process and Emphasize timely authorization of projects /significant carryover funding in the TIP:** Since implementing Project Management Guidelines in 2015, the MPO has seen significant progress moving projects from selected for MPO grant funding to obligated status. Over the last four years, the MPO has continued to make minor adjustments to its project management guidelines to further advance projects through the process. With the obligation of the Hoy Road project in the second quarter of FY 2020 all outstanding significantly older carryover projects have been obligated.
- **Document results of PPP evaluation efforts:** Beginning with fiscal Year 2017, the MPO has published an evaluation summary of all public outreach activities on its website. The report is used to track the number and type of activities used, as well as, responses and attendance for each activity. MPO staff then uses this data to determine if changes should be made to its outreach methods.
- **Utilize Social Media:** In 2017, CMPDD began maintaining and regularly updating its Facebook page. Updates about MPO activities and public involvement opportunities are regularly posted on the social media site. In addition, a number of other social media efforts have been launched as part of the 2045 long range plan update:
  - A website, <https://www.mstransportationplan2045.com/>, Facebook page, and Instagram account have all been established aimed at involving stakeholders in the plan development process.
- **User friendly List of Obligated Projects:** Each subsequent Annual Listing of Obligated Projects report following the 2016 Certification Review has provided an explanation of funding highlighted in red. Below is the explanation provided in each Annual Listing of Obligated Projects report:



Federal Funds Change – Items in red indicate a reduction in funds for the respective project. These reductions can be for a number of reasons including, but not limited to: the cost of the project was less than the amount of funds committed to the project, a change in funding type or a project sponsor requests to withdraw the project.

- **Equal Opportunity Policy:** CMPDD’s Equal Opportunity Policy was updated in 2017.  
<http://cmpdd.org/ada-title-vi/>



## **APPENDIX F - LIST OF ACRONYMS**

**ADA:** Americans with Disabilities Act  
**AMPO:** Association of Metropolitan Planning Organizations  
**CAA:** Clean Air Act  
**CFR:** Code of Federal Regulations  
**CMP:** Congestion Management Process  
**CO:** Carbon Monoxide  
**DOT:** Department of Transportation  
**EJ:** Environmental Justice  
**FAST:** Fixing America's Surface Transportation Act  
**FHWA:** Federal Highway Administration  
**FTA:** Federal Transit Administration  
**FY:** Fiscal Year  
**HSIP:** Highway Safety Improvement Program  
**ITS:** Intelligent Transportation Systems  
**LEP:** Limited-English-Proficiency  
**M&O:** Management and Operations  
**MAP-21:** Moving Ahead for Progress in the 21<sup>st</sup> Century  
**MPA:** Metropolitan Planning Area  
**MPO:** Metropolitan Planning Organization  
**MTP:** Metropolitan Transportation Plan  
**NAAQS:** National Ambient Air Quality Standards  
**NO<sub>2</sub>:** Nitrogen Dioxide  
**O<sub>3</sub>:** Ozone  
**PBPP:** Performance Based Planning and Programming  
**PM<sub>10</sub> and PM<sub>2.5</sub>:** Particulate Matter  
**SHSP:** Strategic Highway Safety Plan  
**STIP:** State Transportation Improvement Program  
**TDM:** Travel Demand Management  
**TIP:** Transportation Improvement Program  
**TMA:** Transportation Management Area  
**TPM:** Transportation Performance Management  
**U.S.C.:** United States Code  
**UPWP:** Unified Planning Work Program  
**USDOT:** United States Department of Transportation





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