



U.S. Department  
of Transportation

# Transportation Management Area Planning Certification Review

Federal Highway  
Administration

Federal Transit  
Administration

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

**July 2024**  
**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 to further strengthen, and ensure compliance with regulatory requirements.

The Federal Review Team conducted a virtual site visit of the Jackson MPO on May 22, 2024. Since the last certification review in 2020, this TMA has made significant improvements to its transportation planning processes as indicated by the **9 noteworthy practices** highlighted in this report with **0 corrective actions**. This review identified **4 recommendations** the MPO should consider to further strengthen its planning processes.

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process for the Jackson TMA substantially meets the federal planning requirements in 23 CFR 450 Subpart C, subject to the MPO satisfactorily addressing the recommendations specified in this report. This certification will remain in effect until July 2028.



## 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 an onsite visit and public involvement opportunity conducted on May 22, 2024. A summary of the status of findings from the previous review conducted in 2020 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. Appendix D summarizes the section evaluation.

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 Improvement Program (TIP)
- Safety Planning
- 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.

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 May 22, 2024 and more details can be found in Appendix C.

## TEAM MEMBERS

NAME	TITLE	AGENCY
Kim Thurman	Project Development Team Leader	FHWA-MS
Necole Baker	Community Planner	FHWA-MS
Randal Jansen	Transportation Planning Engineer/PMA	FHWA-MS
Carolyn Bell	Civil Rights Specialist	FHWA-MS
Teresa Bridges	Safety Specialist	FHWA-MS
Tameka Macon	Transportation Specialist	FHWA-HQ
Andres Ramirez	Transportation Engineer	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 MPO hosts bi-annual meetings with JTRAN officials as well as MDOT Transit Division staff to coordinate and discuss transit related items, and JTRAN officials participate in both the Intermodal Technical and Policy Committee meetings. JTRAN and the MPO work in coordination to develop and maintain each [TIP](#) and UPWP document developed for the urbanized area. The MPO in coordination with JTRAN and MDOT develop the Annual listing of Obligated Projects. Language regarding JTRAN's Program of Projects (POP) is included in all appropriate TIP public notices for the development of a new TIP or proposed amendments to an existing TIP. The MPO staff served as a member of JTRAN's selection committee for a new bus operator in 2023 and participated in meetings regarding JTRAN's Connect JXN study to develop new branding and a new bus route study. The [2045 MTP](#) includes all required transit planning elements. JTRAN and The MPO regularly coordinate to share data regarding JTRAN's operations and ridership for incorporation into the MTP as well as other planning studies such as the I-55 Pedestrian Mobility Study and the SS4A Safety Action Plan. Transit related [state of good repair](#) and [safety](#) targets were updated by the MPO in coordination with JTRAN in February 2023. The MPO updated the transit viewer on their [website](#) in coordination with the rollout of JTRAN's new bus route system in March 2024.

**Compliance Determination:** Compliant

## **B. Transportation Improvement Program**

23 U.S.C. 134(c), (h) & (j) set forth requirements for the MPO to cooperatively develop a Transportation Improvement Program (TIP). Under 23 CFR 450.326, the TIP must meet the following requirement:

### **Observations:**

Since the last Certification Review the Jackson TMA has developed two TIP documents. They include the 2021-2024 TIP and [2023-2026 TIP](#). Both were developed through a



coordinated effort. The MPO is currently in the process of coordinating the development of the 2025-2028 TIP with MDOT and JTRAN. The draft TIP is planned to be released for public comment in June 2024 and is scheduled to be presented to the MPO for consideration of adoption in August 2024. Project's funded with MPO grant funds ([STBG](#), [TA](#), and/or Carbon Reduction) are selected through the MPO's Project Selection Process. Proposed projects are evaluated and given a score based on the scoring criteria for each project type. Project scores are then presented to the Technical and Policy Committees for consideration of funding with the projects scoring the highest receiving funding until no additional funding is available in each category. The MPO typically issues a call for projects every two to three years depending on when county or municipal election cycles fall which can impact a jurisdiction's ability to commit local matching funds. The MPO issued a [Call for Surface Transportation Projects in January 2024](#) and anticipates awarding \$28 million in STBG funds in May 2024 to projects submitted for consideration for congestion mitigation, safety, pavement management, and bridge repair. Projects awarded MPO funds will be used to develop the 2025-2028 TIP.

**Compliance Determination:** Compliant

**Commendations:**

- The MPO has continued to host quarterly meetings between LPAs, FHWA, and MDOT LPA Division staff to discuss the status of each project planned to be obligated the current fiscal year. In August 2023, the MPO launched a new online tool called the Project Tracker which provides a more user-friendly process for those with projects listed in the TIP to provide quarterly updates before each Technical Committee meeting.



## C. Safety Planning

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 placed a priority on safety planning through a variety of ways. The MPO develops an annual [Safety Analysis Report](#) as a way to track progress being made to reduce crashes. In addition, the latest updates to the [Surface Transportation Project Submittal Guidelines](#) included a new evaluation process for safety projects. Data from the [Crash Modification Factors Clearinghouse](#) is used to determine 60% of the score for safety projects. Five years of crash data, the planned countermeasure Crash Modification Factor, the crash Reduction Factor associated with the proposed countermeasure, and the project cost are used to determine a benefit cost ratio for each proposed project. Projects associated with crashes that involve serious injuries or fatalities score higher during the benefit cost ratio process due to the costs associated with the crashes. Previously, safety projects were graded largely on which traffic warrant was met. CMPDD was awarded a federal discretionary grant through the Safe Street and Roads for All (SS4A) initiative to develop a [comprehensive Safety Action Plan for CMPDD's seven-county region](#), which goes beyond just the three urbanized counties included in the MPO. Since the kick-off in September 2023, CMPDD and the selected consultant team have made significant progress, and a draft plan was released in late April 2024. Safety is addressed in the [2045 MTP](#) and will be included as an element in the 2050 MTP update.

**Compliance Determination:** Compliant



## **D. 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 (a) and (b), 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. 2000d 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. The [Public Participation Plan](#) was last updated in November 2020. Changes were made throughout the text and new outreach techniques such as virtual meeting technology, project specific websites, social networking, and social media ads were added to the plan as tools the MPO will use to engage the public. In addition, a new section titled Emergency Health and Safety Procedures was added that outlines procedures the MPO will follow to utilize virtual engagement techniques when in-person meetings are not feasible. The plan is evaluated



annually and an annual summary of the MPO's engagement activities are published on CMPDD's website.

Additional initiatives planned include more surveys to obtain feedback, making PowerPoint presentations available online for those can't attend in person and seeking out community events to attend to continually share information.

Two revisions to the Title VI Nondiscrimination Plan have occurred since the last Certification Review. The Jackson MPO Title VI Nondiscrimination Plan is available on [CMPDD's website](#) along with the Title VI complaint form and CMPDD's Limited English Proficiency Plan. The MPO continuously monitors the plan for any necessary changes but updates to the programs and activities demographic data are made every two years in conjunction with the development of a new Transportation Improvement Program.

- The public involvement plan for the TIP includes the following:
  - Advertised for a 45-day comment period. (Amendments advertised for a 14-day period)
  - Hold a public meeting in each of the three counties.
  - Publish notice in two papers; Clarion Ledger and the Jackson Advocate and one additional paper specific to area where project is located.
  - Publish summary report of comments.

**Compliance Determination:** Compliant

**Commendations:**

- The MPO has incorporated virtual public involvement into their Public Participation Plan. MPO reported that it really was beneficial during COVID and is still be used in addition to face-to-face meetings.



- MPO used social media that targeted zip codes that allowed the agency to see where there were gaps in communication and was able to fill those gaps with paid advertisements. Social media has also helped the agency in getting the public to complete surveys and was instrumental in directing the public to a website for additional information. It provided electronic options like QR codes to scan comments in addition to traditional paper copies.
- To increase participation and further engage the public, the MPO made an effort to simplify documents by limiting acronyms. Executive summaries as well as technical summaries along with graphic driven documents were developed that made information more understandable on various levels.
- Equity analyses are done to ensure projects are balanced among the various areas.
- An Environmental Justice (EJ) analysis is done to identify any potential EJ concerns as well as environmental challenges.
- MPO has a dedicated staff member devoted to identifying resources and coordination of services when any reasonable accommodation is requested. The MPO has received no request to translate any documents or provide LEP services.

### **Recommendations:**

- Census data is used extensively to determine potential impacts and to identify the population being served; however, there is an opportunity to collect additional data via survey to determine demographics of those attending public meetings. This will serve as another tool to ensure target audiences are being included. FHWA MS Division Office will provide sample of a tool being used.



## E. 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 to develop operational and management strategies to improve the performance of existing transportation facilities, relieve vehicular congestion, and maximize the safety and mobility of people and goods.

### **Observations:**

CMPDD is updating its CMP as a technical report within its 2050 MTP, as it did for its 2045 CMP. This task will begin in June 2024. The MPO continues to gather, track, and coordinate its data, ensuring the data is being coordinated and reviewed by the MPO regional partners. They try to look for existing data and they use the TransCAD regional model, which is updated every 4 years. The MPO is continuously looking at where they can access new data and improve evaluating data to assist them in developing performance measures and targets for the CMP. This is critical for the MPO, one of its priorities is to alleviate congestion in several high-priority areas. The MPO will continue coordinating and developing its performance measures and targets with [JTRAN](#) and other regional partners, and MDOT will assist the MPO by monitoring its effectiveness.

**Compliance Determination:** Compliant

### **Commendations:**

- The MPO is commended for developing a detailed and thorough Congestion Mitigation Project Application. This application is beneficial for project applicants when submitting their projects for funding by the MPO. It will ease the review of



project eligibility and scoring from the Intermodal Technical Committee and Metropolitan Planning Policy Committee.

## **Security**

23 CFR 450.306 (b) The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors:

(3) Increase the security of the transportation system for motorized and non-motorized users

### **Observations:**

The security section is in the Existing Conditions technical report, Technical Report #2 in the MTP. CMPDD closely monitors security-related events that pose a threat to the transportation system. Examples include natural disasters, threats of terrorism, and disruptions of goods movement. The MPO has coordinated with several agencies in the region, including local colleges and universities and state and local governments, for their security planning efforts. The MPO continues to strengthen its security planning and will be updating this technical report as part of the MTP update, which will occur in late 2024.

**Compliance Determination:** Compliant

### **Recommendations:**

- Link the MPO security policy to the security planning section of the technical #2 report within the MTP.
- Discuss how transportation decision-makers and law enforcement in the region can assist the MPO in integrating ITS technology and how it influences MTP development for the next MTP update.



- Discuss how the TransCAD model can influence evacuation events and how the model can test the effectiveness of MPO plans for traffic analysis.

## **Unified Planning Work Program (UPWP)**

23 CFR 450.308 (b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a unified planning work program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.

(c) Except as provided in paragraph (d) of this section, each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the Metropolitan Planning Area (MPA). The UPWP shall identify work proposed for the next 1- or 2-year period by major activity and task (including activities that address the planning factors in § 450.306(b)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.

### **Observations:**

CMPDD's FY 2023-2024 UPWP is a well-documented, transparent two-year work program that addresses the ten planning factors and adequately addresses the eight Planning Emphasis Areas established by FHWA and FTA on December 30, 2021. The MPO has six core functions they will perform which include establishing the MPO's transportation needs and priorities for the region, identifying transportation improvement options by collecting data to evaluate the system and assisting in developing and identifying future projects, preparing, and maintaining an MTP, developing a TIP, identifying performance measures and targets, and monitoring whether projects are achieving targets, and involving the public in MPO decision-making. CMPDD also ensures that planning priorities for the MPO are well-documented



and how those priorities will be worked on or completed as deliverables during the two fiscal years.

The work plan documents each task with the responsible party, their contact information, purpose, and scope, what the MPO accomplished during the last work program period, and what they have planned for the current work program period. Project costs for tasks are broken down by the proposed funding from agencies from which the MPO receives funding and the funding match. Each task has a total cost, informing persons how much funding the MPO has allocated for each task from each agency. CMPDD is currently updating its UPWP for FY2025-2026.

**Compliance Determination:** Compliant

**Commendation:**

- CMPDD has an MPO Core Document Timeline within the UPWP, detailing when each MPO plan, program, or product has been adopted and when the next update is due. The MPO also has a detailed table establishing all end products, their tasks and subtasks, the timeframe for completion, and the due date.

## **Regional Coordination**

23 CFR 450.104 Coordination means the cooperative development of plans, programs, and schedules among agencies and entities with legal standing and adjustment of such plans, programs, and schedules to achieve general consistency, as appropriate.

**Observations:**

The MPO has taken a coordinated approach to regional planning, ensuring that MPO plans and programs are developed cooperatively. They coordinate with MDOT, [JTRAN](#), local and state governments, and the state's other three MPOs for TIP and STIP development, MTP development, and the update of the Travel Demand Model. The



MPO works with the other MPO's for development of the MTP and TIP so they can coordinate the timing of having to publish public notices and hosting joint meetings.

The MPO has four committees that serve the MPO. The Metropolitan Planning Policy Committee which governs the MPO. There are three additional committees. The Intermodal Technical Committee is comprised of transportation providers of all modes and representatives from each jurisdiction within the planning area boundary. The Bicycle and Pedestrian Committee are representatives of Bicycle and Pedestrian advocacy group who serve on the Intermodal Technical Committee and the Metropolitan Planning Policy Committee. The MPO created the Stakeholders Committee so that their stakeholders who have an interest in transportation planning have a way to participate in the MPO's planning process.

The MPO is involved in several advocacy, advisory groups, and committees. Some of these include are the Mississippi Freight Advisory Committee, Federal Railroad Administration Daily Long-Distance Service Study Group, Regional Trials Committee, and the Highway 80 Road Safety Audit Team. They have an excellent relationship with MDOT and [JTRAN](#) and expect this relationship to continue.

**Compliance Determination:** Compliant

## CONCLUSION

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Jackson TMA substantially meets the federal planning requirements in 23 CFR 450 Subpart C, subject to the MPO satisfactorily addressing the recommendations outlined below. This certification will remain in effect until July 2028.

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

- The MPO has continued to host quarterly meetings between LPAs, FHWA, and MDOT LPA Division staff to discuss the status of each project planned to be



obligated the current fiscal year. In August 2023, the MPO launched a new online tool called the Project Tracker which provides a more user-friendly process for those with projects listed in the TIP to provide quarterly updates before each Technical Committee meeting.

- The MPO has incorporated virtual public involvement into their Public Participation Plan. The MPO reported that's it was beneficial during COVID and is still be used in addition to face-to-face meetings.
- MPO used social media that targeted zip codes that allowed the agency to see where there were gaps in communication and was able to fill those gaps with paid advertisements. Social media has also helped the agency in getting the public to complete surveys and was instrumental in directing the public to a website for additional information. It provided electronic options like QR codes to scan comments in addition to traditional paper copies.
- To increase participation and further engage the public, the MPO made an effort to simplify documents by limiting acronyms. Executive summaries as well as technical summaries along with graphic driven documents were developed that made information more understandable on various levels.
- Equity analyses are done to ensure projects are balanced among the various areas.
- An Environmental Justice (EJ) analysis is done to identify any potential EJ concerns as well as environmental challenges.
- MPO has a dedicated staff member devoted to identifying resources and coordination of services when any reasonable accommodation is requested. The MPO has received no request for to translate any documents or provide LEP services.



- The MPO is commended for developing a detailed and thorough Congestion Mitigation Project Application. This application is beneficial for project applicants when submitting their projects for funding by the MPO. It will ease the review of project eligibility and scoring from the Intermodal Technical Committee and Metropolitan Planning Policy Committee.
- CMPDD has an MPO Core Document Timeline within the UPWP, detailing when each MPO plan, program, or product has been adopted and when the next update is due. The MPO also has a detailed table establishing all end products, their tasks and subtasks, the timeframe for completion, and the due date.

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

- Census data is used extensively to determine potential impacts and to identify the population being served; however, there is an opportunity to collect additional data via survey to determine demographics of those attending public meetings. This will serve as another tool to ensure target audiences are being included.
- Link the MPO security policy to the security planning section of the technical #2 report within the MTP.
- Discuss how transportation decision-makers and law enforcement in the region can assist the MPO in integrating ITS technology and how it influences MTP development for the next MTP update.
- Discuss how the TransCAD model can influence evacuation events and how the model can test the effectiveness of the MPO plans for traffic analysis.



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 in person and virtually via ZOOM on May 22, 2024:

<b>Federal Highway Administration</b>	
Kim Thurman	Terry Bridges
Necole Baker	Eric Griffith
Carolyn Bell	Tameka Macon
<b>Federal Transit Administration</b>	
Andres Ramirez	
<b>Jackson Metropolitan Planning Organization</b>	
Mike Monk	Robby Burt
Lesley Callender	David Wade
Scott Burge	
<b>Mississippi Department of Transportation</b>	
Perry Brown	Sammy Holcomb
Shirley Wilson	Trung Trinh
<b>City of Jackson</b>	
Christine Welch	Marilyn Guice



## APPENDIX B - AGENDA

**Jackson Metropolitan Planning Organization**  
**TMA Certification Review Site Visit**  
1020 Centre Point Blvd.  
Pearl, MS 39208

### AGENDA

May 22, 2024			
<b>Federal Certification Team Members</b>	Kim Thurman (FHWA) Randy Jansen (FHWA) Tameka Macon (FHWA)	Andres Ramirez (FTA) Carolyn Bell (FHWA) Teresa Bridges (FHWA)	Necole Baker (FHWA)
Time	Item	Lead	
9:00 AM	Welcome / Introductions <ul style="list-style-type: none"> <li>▪ Roles/Responsibilities/Key Activities of MPO and Transit Agency Staff</li> </ul>	Federal Team	
9:15 AM	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	
9:30 AM	Discussion of Previous Review Findings <ul style="list-style-type: none"> <li>▪ Federal TMA Certification</li> </ul>	Federal Team, MPO, Transit, MDOT	
10:00 AM	Best Practices, Planning Priorities and Lessons Learned	MPO	
11:00 AM	Transit Planning	Federal Team, MPO, Transit, MDOT <b>Lead: Andres Ramirez</b>	
11:30 AM - Break for Lunch (.45 Minutes)			
12:15 PM	Transportation Improvement Program	Federal Team, MPO, Transit, MDOT <b>Lead: Necole Baker</b>	
12:45 PM	Safety Planning	Federal Team, MPO, Transit, MDOT <b>Lead: Teresa Bridges</b>	
1:15 PM	Public Participation/Outreach/Title VI	Federal Team, MPO, Transit, MDOT <b>Lead: Carolyn Bell</b>	
1:45 PM	Congestion Management Process (CMP)	Federal Team, MPO, Transit, MDOT <b>Lead: Tameka Macon</b>	
2:15 PM	Technical Assistance & Training	Federal Team, MPO, Transit, MDOT	
2:45 PM	Closeout Discussion	Federal Team, MPO, Transit, MDOT	
Conclude Site Visit (3:00 PM)			



## APPENDIX C – PUBLIC COMMENTS

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 May 22, 2024. There were no comments submitted.

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### FEDERAL CERTIFICATION REVIEW PUBLIC MEETING AND COMMENT PERIOD ANNOUNCEMENT

#### Purpose

Every four years the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly review the transportation planning process conducted by the Jackson Urbanized Area Metropolitan Planning Organization (MPO) to ensure accordance with federal statutes and regulations. Part of this review involves gathering public comments on how the MPO is conducting the transportation planning process for the Jackson Urbanized Area which includes portions of Hinds, Madison, and Rankin Counties. The public is invited to submit comments to the Certification Review Team by attending an in-person public meeting or by mailing or emailing written comments.

#### Public Meeting

**Wednesday, May 22, 2024**  
**4:00 p.m. to 6:00 p.m.**  
Central MS Planning and Development District  
1020 Centre Pointe Blvd. Pearl, MS

#### Mail Written Comments:

Necole Baker  
FHWA MS Division  
100 West Capitol St., Suite 1062  
Jackson, MS 39269

#### Email Comments:

[necole.baker@dot.gov](mailto:necole.baker@dot.gov)

#### Public Comment Period

Comments will be accepted at the public meeting or by mail and email from May 1, 2024 through May 22, 2024.

#### For More Information Contact:

Central MS Planning and Development District  
601-981-1511



Special accommodations must be requested at least 7 days in advance of the meeting by contacting Lesley Callender at 601-981-1511 or by email at [mipo@cmpdd.org](mailto:mipo@cmpdd.org).

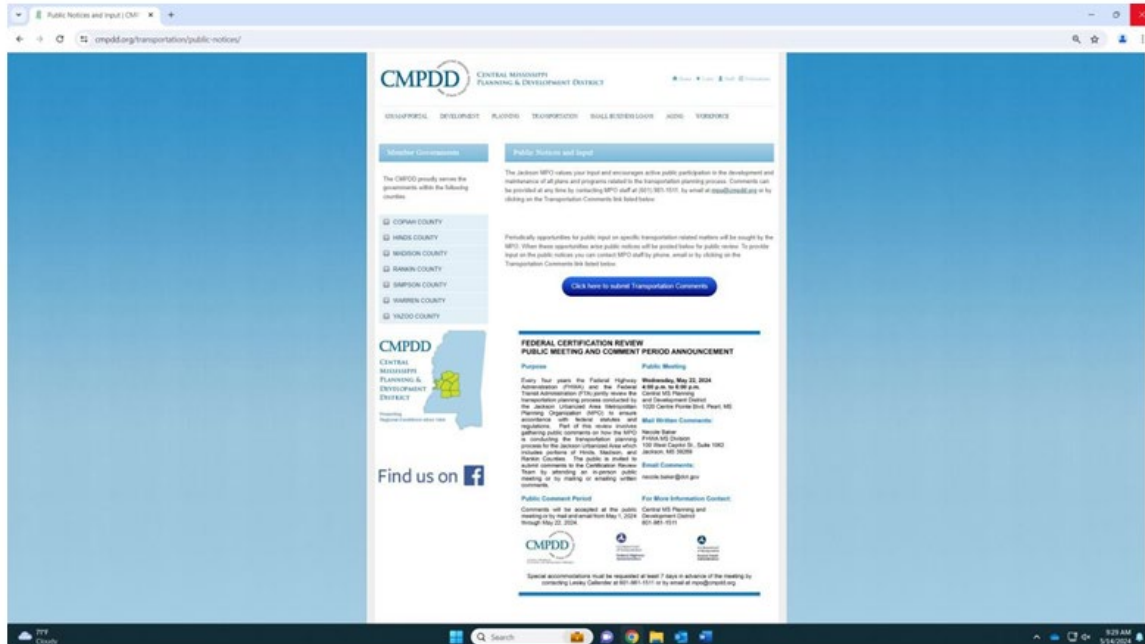
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# CMPDD Certification Review Notice

Notice Posted on CMPDD's website: May 1, 2024  
Stakeholder Comment Dates: May 1, 2024 – May 22, 2024

<https://cmpdd.org/transportation/public-notice/>





## 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	
<b>MPO:</b>	<b>Jackson MPO</b>
<b>Date of Assessment:</b>	<b>March 2024</b>
<b>Cert Review Report Date:</b>	<b>July 2024</b>
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))	No
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)	No
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	Yes
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))	No
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)	Yes
*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.

**Recommendation 1:** Transportation Performance Planning/Performance Management: 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.

**MPO Response:** The MPO adopted the 2045 MTP in November 2020. The 2045 MTP incorporated several changes to address the final rules related to Transportation Performance Management including the addition of Technical Report # 3 which created a “score card” of the MPO’s baseline performance in comparisons to the state’s baseline performance and targets. Measures of the effectiveness of the existing transportation system are discussed in Technical Report # 2. The effectiveness of the future system is discussed in Technical Report # 4 and # 5.

**Recommendation 2:** Transportation Performance Planning/Performance Management: 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 PM3 (system reliability & freight) measures.

**MPO Response:** CMPDD has continued to develop an annual Safety Analysis Report in conjunction with setting new safety targets annually. In addition, to assist with establishing revised 4-year targets for all other performance measures analysis reports were developed for PM2 pavement conditions, PM2 bridge conditions; PM3 travel time reliability, transit state of good repair, and transit safety. Each analysis report explained the performance measure, the MPO’s existing conditions, and the anticipated target. Following the establishment of revised 4-year targets, information on CMPDD’s website related to each performance area



was updated and the baseline analysis reports were published on the corresponding performance area page.

**Recommendation 3:** Intelligent Transportation Systems (ITS): 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 is being documented and processed.

**MPO Response:** After several discussions with MDOT personnel, CMPDD decided to proceed with updating the regional ITS Plan originally developed in 2008. CMPDD released a request for proposals in February 2023. A contract with the selected consultant, Kimley-Horn, was finalized in September 2023 and a notice to proceed was issued for October 1, 2023. Significant progress has been made to develop a revised Regional ITS Architecture and Deployment Plan since the start of the project. A stakeholders list was developed, a kick-off workshop was held; and an inventory of existing ITS infrastructure elements has been developed. Additionally, Kimley-Horn and CMPDD staff members conducted in-person interviews with select stakeholders and development of the RAD- IT database has started. The project is expected to be completed by August 2024. Once complete, an ITS section containing the plan and RAD-IT database will be added to CMPDD's website.

**Recommendation 4:** Public Participation/Outreach/Title VI: 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.

**MPO Response:** Revisions to the Public Participation Plan were completed in November 2020. Throughout the document updates were made to the existing language and formatting for clarification purposes. Additional outreach strategies such as virtual meeting technology, project specific websites, social networking, and social media ads were added to the plan as tools the MPO will use to engage the public. In addition, a new section titled Emergency Health and Safety Procedures was added that outlines procedures the MPO will follow to utilize virtual public involvement techniques when in- person meetings are not feasible. Since implementing the revised plan, CMPDD has taken advantage of the new outreach techniques by regularly promoting the MPO activities on social media with traditional update posts as well as paid advertisements promoting specific public outreach events. Furthermore, CMPDD has held virtual committee meetings, virtual public



involvement activities, and added new interactive content to the MPO's webpage.

**Recommendation 5:** Public Participation/Outreach/Title VI: 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.

**MPO Response:** Working with MDOT and FHWA officials, CMPDD revised its Title VI Nondiscrimination Plan in March 2021 and October 2022. The Jackson MPO Title VI Nondiscrimination Plan is available on CMPDD's website along with the Title VI complaint form and CMPDD's Limited English Proficiency Plan. CMPDD continuously monitors the plan for any necessary changes but updates to the programs and activities demographic data are made every two years in conjunction with the development of a new Transportation Improvement Program.



## **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





**Report prepared by:**

*Mississippi FHWA Division  
100 West Capitol Street, Suite 1062  
Jackson, MS 39269  
Phone: (601) 965-4215  
Fax: (601) 965-4321*

*Federal Transit Administration - Region IV  
230 Peachtree St. N.W. Suite 1400  
Atlanta, GA 30303  
Phone: (404) 865-5600  
Fax: (404) 865-5605*