



Setting the Bar for Virtual and Innovative Public Involvement

Short Course 2021 – Public Involvement Section of the TPP Division





1 PI Section Overview

2 Success of Virtual PI

3 Bryan District Scheduler Tool

4 Expanding our PI methods

5 Coming Soon for PI



The PI Section assists TxDOT districts and divisions in developing engagement strategies and implementing public involvement activities through all phases of project and program development.

- Assist with planning and executing PI efforts
- Write and review public involvement plans and materials
- Provide innovative tools and techniques
- Plan and conduct in-person/virtual public meetings/hearings
- Write and review public meeting presentations
- Facilitate meetings



FM 1960 Access Management Virtual Public Meeting



Due to the COVID-19 outbreak, TxDOT primarily used virtual public involvement instead of in-person public meetings and hearings



Other DOTs stopped or delayed PI operations altogether, but TxDOT's dedication led to impressive results

- **Historic level of attendance** for virtual meetings and hearings reached in 2020:
 - 2019 average attendance per meeting/hearing: **64**
 - 2020: **206** (virtual room attendance)
 - 2021 (from April 6, 2021 to Sept. 9 2021): **312** (virtual room attendance)
- **8,802 comments** received from virtual events held between March 15, 2020 and March 31, 2021 and **13,897 comments** received from virtual and in-person events between April 6, 2021 to Sept. 9 2021
- Historically low attendance at the Rural Transportation Improvement Program skyrocketed
 - In-person average: 8 people per meeting
 - Virtual average: **171 unique views per meeting**



- Early estimates show a **30% increase** in public participation:

Year	Event Participation	Total Number of Events Held
2018	19,786	307
2019	19,466	198
March 2020 - March 2021	47,154*	192
April 2021 - Sept. 2021	21,862	70

* Out of 169 events in 2020.

1,417 interactive virtual room views were registered.



12,817 pre-recorded video views (from 4/2021 to 9/2021)





Excel based checklist template

- Critical milestones
- Required materials
- Timeline
- Are we being realistic?
- **Go-No Go!**

Yes, there's more...

- Meeting specific
- Workshops – checklist encourages team meetings to vet presentations
- Easy to manage

3 Days Out-Day of Hearing/Meeting

Activity	Responsibility	Deadline	Notes
Determine with all participants going	Enviro Project Manager		

7 Days Out

Activity	Responsibility	Deadline	Notes
Hold Dress Rehearsal Meeting; review timeline and final internal O&A with DE			

30 Days Out

Activity	Responsibility	Deadline	Notes
Schedule Dress Rehearsal Meeting with DE, DDE, TP&D, Planning Engineer, Spanish			Send out an Outlook invitation for the room

45 Days Out- GO!-NO GO! Time

Activity	Responsibility	Deadline	Notes
Hold pre-hearing/meeting with all participants of DE, DDE, TP&D, Planning			May have to send out an invitation and to

60 Days Out

Activity	Responsibility	Deadline	Notes
Hold Stakeholders Meeting Show Laymen's Schematic	Plan/Design Project Mgr.	50 Days Out	since all

Public Hearing/Meeting Checklist

Project: _____
 CSJ: _____
 Environmental Project Manager: _____

Plan/Design Project Manager: _____
 Public Meeting Date/Time: Day, Month, ____ PM to ____ PM
 Public Meeting Location: _____

Date of Meeting	3	7	30	40	45	50	60	65	90
Days Out	Days Out	Days Out	Days Out	Days Out	Days Out	Days Out	Days Out	Days Out	Days Out
5/15/2019	5/12/2019	5/8/2019	4/15/2019	4/5/2019	3/31/2019	3/26/2019	3/16/2019	3/11/2019	2/14/2019

Instructions:
 Once the project is initiated-Environmental Project Manager must fill in specific dates using the suggested timing. Share the most current updated checklist at any time with everyone associated with the above project, especially the closer you get to the Hearing/Meeting date. Remove/Add activities based on applicability as appropriate. Always consult the TAC 43, PART 1, CHAPTER 2, SUBCHAPTER E (PUBLIC PARTICIPATION) [http://texreg.sos.state.tx.us/public/readtac\\$ext_ViewTAC?tac_view=5&ti=433pt=1&ch=2&sch=E&ri=Y](http://texreg.sos.state.tx.us/public/readtac$ext_ViewTAC?tac_view=5&ti=433pt=1&ch=2&sch=E&ri=Y) and the ENV Public Involvement Toolkit <https://www.txdot.gov/inside-txdot/division/environmental/compliance-toolkits/public-involvement.html> before, during and after if you have any questions about requirements, timing and documentation.

90 Days Out

Activity	Responsibility	Deadline	Notes
Draft public outreach and staffing plan – discuss appropriate notifications needed given project • Identify additional notification	Enviro Project Manager	90 Days Out; this plan drives	

Post Hearing/Meeting

Activity	Responsibility	Deadline	Notes
Hold Meeting Debrief with DE, DDE, TP&D, Planning Engineer, Spanish Speaker, Planning Staff, Area Office, Maintenance Office, CPI and ENV Project Delivery if applicable with CE	Enviro Project Manager	Few days after the meeting. Preferred day after	Use Room 127 so you can layout schematics, boards, etc.
Meeting Summary Report	Enviro Project Manager		

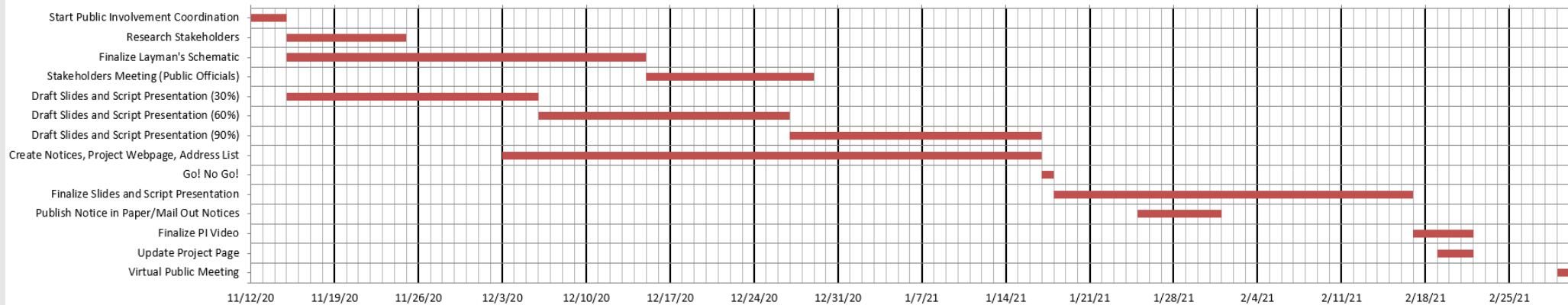


- Default settings and milestones
- Go-No Go!
- Are we being realistic?

Task	Start Date	Duration (7-day week)	End Date		
Start Public Involvement Coordination	11/12/2020	3	11/15/2020	Virtual Public Meeting	3/1/2021
Research Stakeholders	11/15/2020	10	11/25/2020	Format Axis Min	44147
Finalize Layman's Schematic	11/15/2020	30	12/15/2020	Format Axis Max	44258
Stakeholders Meeting (Public Officials)	12/15/2020	14	12/29/2020		
Draft Slides and Script Presentation (30%)	11/15/2020	21	12/6/2020	*2 weeks consultant, 1 week TxDOT review	
Draft Slides and Script Presentation (60%)	12/6/2020	21	12/27/2020	*2 weeks consultant, 1 week TxDOT review	
Draft Slides and Script Presentation (90%)	12/27/2020	21	1/17/2021	*2 weeks consultant, 1 week TxDOT review	
Create Notices, Project Webpage, Address List	12/3/2020	45	1/17/2021	*Start about 50% Laymans	
Go! No Go!	1/17/2021	1	1/18/2021		
Finalize Slides and Script Presentation	1/18/2021	30	2/17/2021		
Publish Notice in Paper/Mail Out Notices	1/25/2021	7	2/1/2021		
Finalize PI Video	2/17/2021	5	2/22/2021		
Update Project Page	2/19/2021	3	2/22/2021		
Virtual Public Meeting	3/1/2021	1	3/2/2021		

To shift the graph's date axis to include the correct dates,
 1. Right-click on date on graph
 2. Format Axis
 3. Enter Min and Max Axis Bounds

Virtual Public Involvement Schedule





- Compiles/pulls project information from multiple sources
- Program view of VPM efforts
- Staff workload
- Are we being realistic?

4/26/2021

CSJ	Roadway	Description	Class	Let Date	Next PI Type	Proposed Date	Schedule Update	Formulated
0049-12-110	SH 6	SH 6 - Central	WF	Nov-22	Meeting	05/12/21		May-21
0049-08-071	US 190	SH 6 North - Robertson	WNF	Sep-34	Meeting	06/22/21		
0205-04-047	US 79	US 79 Jewett to Buffalo	WNF	Sep-25	Hearing	07/01/21	?	Sep-21
0675-06-103	IH 45	IH 45 Seg 2B	WF	Sep-25	Hearing	08/01/21	?	Aug-21
0110-01-045	SH 75	New Waverly	FS	Sep-23	Meeting	08/01/21	Tentative	May-21

Stacked Weekly Virtual PI Schedules

Project	1/15	1/22	1/29	2/5	2/12	2/19	2/26	3/5	3/12	3/19	3/26	4/2	4/9	4/16	4/23	4/30	5/7	5/14	5/21	5/28	6/4	6/11	6/18	6/25	7/2	7/9
0049-12-110 SH 6 SH 6 - Central	Start			Layman's		30%	Stakeholder's	60%			90%	Go! No Go!				Presentat ion	Video	Post								
0049-08-071 US 190 SH 6 North - Robertson							Start		Layman's		30%	Stakehold er's	60%				90%	Go! No Go!			Presentat ion	Video	Post			
0205-04-047 US 79 US 79 Jewett to Buffalo								Start		Layman's		30%	Stakehold er's	60%			90%	Go! No Go!				Presentat ion	Video	Post		
0675-06-103 IH 45 IH 45 Seg 2B												Start				Layman's		30%	Stakehold er's	60%			90%	Go! No Go!		
0110-01-045 SH 75 New Waverly													Start			Layman's		30%	Stakehold er's	60%			90%	Go! No Go!		



Interactive
Maps



Virtual
Rooms



Translation Services &
ASL



Billboards

Talk to us about FM 2493

Step 1: Rate Congestion
A 'signal cycle' is the amount of time it takes for all approaches to receive a green light. Sometimes with heavy congestion, you may sit through more than one signal cycle before you can pass through the intersection. Use the ratings to the right to rate your experiences.

- Green means Go!** Use this dot for intersections with slight or no delays. Basically, you pass through in one signal cycle.
- Mellow Yellow!** Use this dot to represent intersections with moderate or tolerable delay. Occasionally, you might wait through more than one signal cycle.
- Red means Stop!** Use this dot to represent intersections with excessive or intolerable delays and backups. This means waiting for multiple signal cycles.

Step 2: Share Other Comments
Simply click "Map Your Comments" on the orange bar and select the general comments icon. Then, click anywhere on the map to make a comment. You can even upload photos for the project team.

FM 2493 Online survey in Tyler district

Loop 1604 in Bexar County Virtual Public Hearing

INTERACTIVE COMMENT MAP

WE WANT YOUR INPUT
Your comments are important and will help TxDOT understand your interests, concerns and needs within the study area. A three-step interactive mapping tool has been developed to gather your comments. Step 1 of the tool will allow you to place a point and indicate locations that are considered sensitive areas or constraints to be avoided. Step 2 will allow you to draw your own proposed route for extending FM 2271, and Step 3 is a survey to better understand your needs within the study area. Please take a few minutes to provide your comments using the interactive mapping tool. You can return to the first tab for instructions if needed. All comments will be reviewed and considered by the study team.

DETAILED DIRECTIONS FOR LEAVING A COMMENT

- Zoom In**
- Return to original map extent**
- Zoom Out**
- Open Instructions**
- Map Legend**
- Change Basemap**

To complete Steps 1 and 2, please follow these steps:

- Click the green "click here to submit comment" located in the right-side panel.
- Either click on the map to place a point or use the Location tool to search for an address.
- Please leave a detailed comment within the comment box.
- Once your comment is completed, click "Report It" to send your comment to TxDOT for review.

To complete Step 3, please follow these steps:

- Fill out to survey form and click "Submit" when you are finished.
- Click the link under the green check mark to return to the public meeting page.

FM 2271 Waco online survey



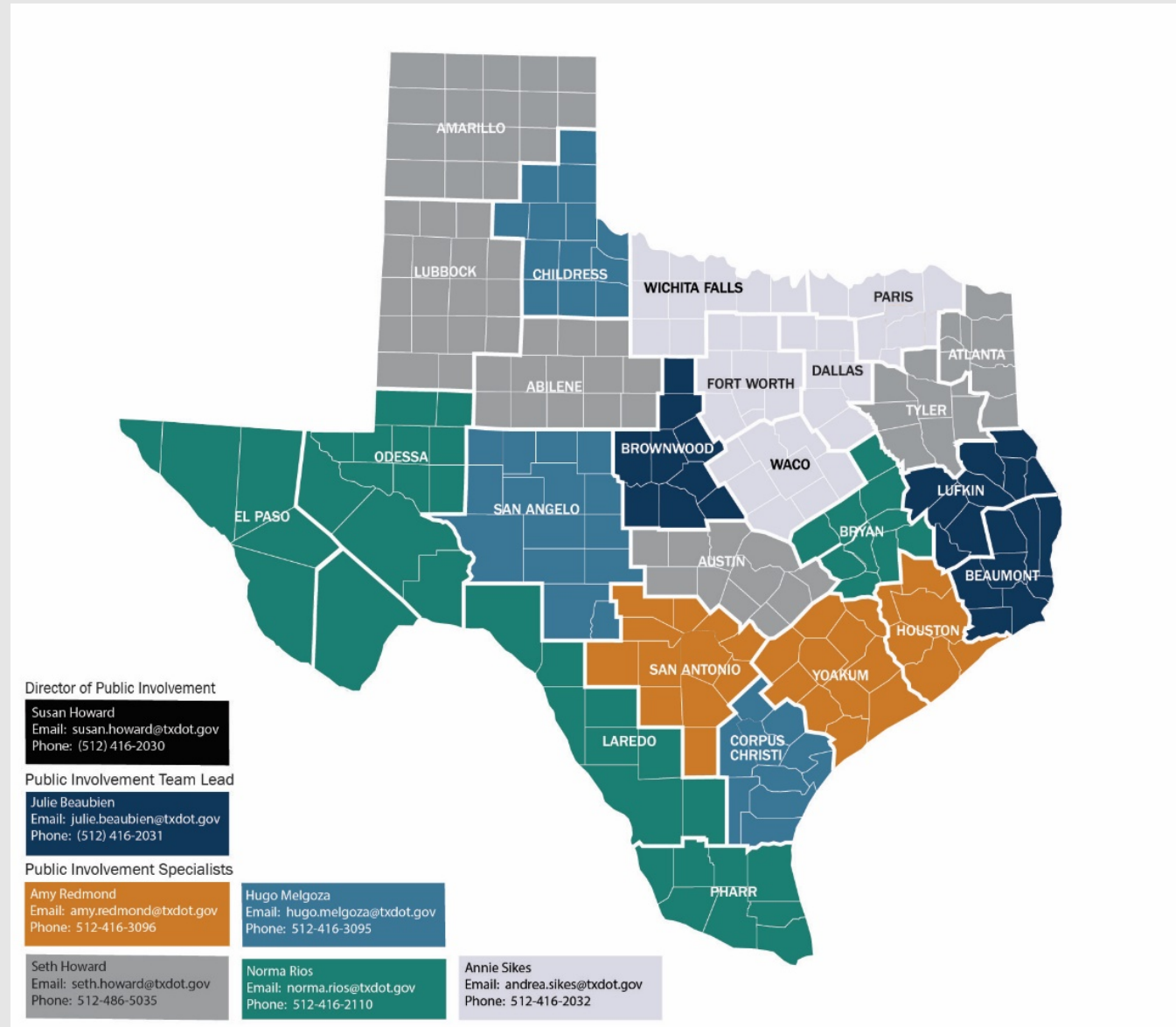
- OPI 100 in-person and virtual classes; on-demand videos coming soon
- OPI 200 roll out – our more advanced PI course
- PEL guidance
- General PI toolkit (display ads, postcards, door hangers, etc.)
- Underserved initiative
- PI newsletters (ongoing, quarterly)
- PI effectiveness tool through NCHRP
- PI and Outreach Community of Practice
- New Online Engagement Tools





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The Bryan Scheduler Tool is available on the PI section Crossroads page at: <https://crossroads.dot.state.tx.us/tpp/Pages/resources.aspx> under the Public Involvement Schedule and Checklist Templates section or can be sent to you through email.





Questions