



COMBINED MEETING AGENDA

AS OF 1/09/26

Tuesday, January 20, 2026

Bike/Pedestrian Advisory Committee: 9:00 AM

Citizens Advisory Committee: 1:00 PM

Wednesday, January 21, 2026

Technical Advisory Committee: 10:00 AM

Wednesday, January 28, 2026

Policy Board Work Session: 9:30 AM

Policy Board: 10:00 AM

ALL MEETINGS WILL BE HELD AT:

Fairhope Municipal Complex

161 N. Section Street, Fairhope, AL 36532

CALL TO ORDER/INVOCATION/PLEDGE

ROLL CALL

APPROVAL OF MINUTES

PUBLIC COMMENT

NEW BUSINESS

Action:

1. Adopting the 2050 Long Range Transportation Plan **(All)**
2. State Amendments to the FY24-27 Transportation Improvement Program (TIP) **(All)**
3. Adopting Performance Measures **(All)**
4. Adopting the BRATS Public Transportation Agency Safety Plan **(All)**

Informational:

5. MPO Director's Report (All)

- **ALDOT Project Update:**
 - SR 181 Widening (SR 104 - CR 32)
 - Mobile River Bridge and Bayway Project
 - Causeway Access Management
 - US-31 Corridor Study
 - SR 181 at Corte-Austin Signal
 - Tensaw River Bridge
 - US-98 over Fly Creek
- **MPO Project Update:**
 - CR 64 Resurfacing and Intersection Improvements at Pollard Road
 - CR 64 Widening and Intersection Improvements (SR181 - Montelucia Way)
 - Pleasant Road Extension
 - Roundabout at Flower Clock
 - Parker Road Sidewalk
 - Twin Beech Rd (CR-44) Corridor Study
 - SR-59 Corridor Study
 - SS4A Update
- **Planning and Development Update**

NEXT MPO MEETINGS (All)

**All meeting locations are TBD*

- **BPAC Meeting:** Tuesday, April 14, 2026; 9:00 AM
- **CAC Meeting:** Tuesday, April 14, 2026; 1:00 PM
- **TAC Meeting:** Wednesday, April 15, 2026; 10:00 AM
- **Policy Board Work Session:** Wednesday, April 22, 2026; 9:30 AM
- **Policy Board Meeting:** Wednesday, April 22, 2026; 10:00 AM

PUBLIC FORUM (All)

- **Members of the Public:**
- **Members of the Press:**
- **Board/Committee Members:**

ADJOURNMENT (All)

APPROVAL OF MINUTES
APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETINGS

Eastern Shore MPO
AGENDA ACTION FORM

Bicycle and Pedestrian Advisory Committee – January 20, 2026
Citizens Advisory Committee – January 20, 2026
Technical Advisory Committee – January 21, 2026
Policy Board Work Session – January 28, 2026
Policy Board – January 28, 2026

SUMMARY

- Approval of Meeting Minutes:
- Bicycle and Pedestrian Advisory Committee (BPAC)
 - Citizens Advisory Committee (CAC)
 - Technical Advisory Committee (TAC)
 - Policy Board

ATTACHMENT(S)

- 1.) July 2025 BPAC Meeting Minutes
- 2.) October 2025 CAC Meeting Minutes
- 3.) October 2025 TAC Meeting Minutes
- 4.) October 2025 Policy Board Meeting Minutes

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)
DAPHNE, ALABAMA
July 16, 2025
9:00 AM

CALL TO ORDER/PLEDGE/INVOCATION.

- Chairman Jeff Hudson called the meeting to order at 9:02 A.M.
- Invocation was said by Chairman Jeff Hudson.
- Pledge was led by all.

ROLL CALL

Mrs. Sislak called the roll.

- **Members present:** Mr. Mark Wetzal, City of Daphne; Mr. Payton Rogers, City of Daphne; Mr. Jeff Hudson, City of Fairhope; Ms. Katie Bolton, City of Fairhope; Mr. Paul Ammon, City of Fairhope; Mr. Gary Gover, City of Fairhope; Ms. Nancy Johnson, Baldwin County; Mr. Jim Ayres, City of Daphne; Ms. Liz Thomson, Baldwin County; Mr. Raymond Lovell, City of Loxley; Ms. Gail Yongue, Baldwin County; Mr. Jeff Sheldon, City of Spanish Fort.
- **Members absent:** Ms. Brooke Flowers, Town of Loxley; Mr. Will Ervin, Baldwin County; Mr. Luis Planas, City of Daphne; Ms. Kathie LaRose, City of Spanish Fort.
- **Others present:** Mrs. Sarah Sislak, MPO Director; Ms. Jessica Mayo, MPO Transportation Planner; Mr. Vince Beebe, ALDOT; Mr. Seth Peterson; Mr. Dax Lopez; Mr. James Watkins.

APPROVAL OF MINUTES

MOTION: By Mrs. Katie Bolton to approve the January 2025 minutes. The motion was seconded by Mr. Payton Rodgers.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

PUBLIC COMMENT

No comments.

NEW BUSINESS

1. **Action** – Adopting FY26 Unified Planning Work Program (UPWP) (**All**)
Mrs. Sislak stated MPO Staff has completed the Draft FY 2026 Unified Planning Work Program (UPWP). She explained the UPWP is the planning and administrative budget for the MPO and outlines tasks to be undertaken by the MPO in fiscal year 2026. The document was published for public comment for 30 days from June 2nd to July 2nd, and no comments were received.

MOTION: By Mr. Raymond Lovell to recommend the Policy Board adopt the FY26 UPWP. The motion was seconded by Mr. Rodgers.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

2. Action – Adopting Title VI Plan

Mrs. Sislak explained that all agencies receiving federal transit funds must have a Title VI Program, as required by the Civil Rights Act of 1964 and FTA guidelines. This program must be approved by the governing board and submitted to the FTA every three years or as requested.

MOTION: By Mrs. Bolton to recommend the Policy Board to adopt the Title VI Plan. The motion was seconded by Mr. Mark Wetzel.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

3. Action – Amending FY24-27 Transportation Improvement Program (TIP)

Mrs. Sislak reminded members that the TIP is the short-term four-year plan that includes funded projects. The FY24-27 will be amended as follows:

- Move \$1,351,000 from Pleasant Road (CN) to CR-64 (UT)
- Increase Spanish Fort Hub from \$376,000 to \$1,600,000.
- Add FY 27 Section 5307 Transit Funds – Operations - \$600,000.00
- Add FY 27 Section 5307 Transit Funds – Preventative Maintenance - \$85,000
- Add FY 27 Section 5307 Transit Funds – Bus/Van Rolling Stock - \$400,000

MOTION: By Mr. Lovell to recommend the Policy Board adopt amendments to the FY24-27 TIP. The motion was seconded by Mrs. Bolton.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

4. Information – MPO Director’s Report

- ALDOT Project Update:
 - **SR 181 (SR 104 to CR 32)**
 - Volkert is reevaluating the corridor study.
 - **Mobile River Bridge and Bayway Project**
 - Design on Bridge portion is 90% complete and 40% complete on the Bayway portion.
 - Geotech work is ongoing.

- Additional funding is being sought through the Bridge Improvement Program.

Causeway Access Management

- Draft document is complete. The next steps include the NEPA process and a public comment period, with an estimated schedule toward the end of the year.

▪ **US-31 Corridor Study**

- Conducted by Volkert, currently gathering traffic counts and evaluating alignment options.

▪ **SR 181 at Corte-Austing Signal**

- Awaiting notice to proceed, followed by a procurement period.
- Temporary signal has been placed.

• **MPO Project Update:**

Mrs. Sislak presented project updates.

Loxley Transit Project

- 98% complete and weather permitting, they should be wrapping everything up in the next week or two.

CR 64 Resurfacing and Intersection Improvements at Pollard Road

- Contractor is working on the north leg of Pollard Road, finishing all the concrete and base work.

- Signal poles have been installed, with the goal of having the intersection open to traffic by the start of School on August 11

CR 64 Widening and Intersection Improvements (SR181-Montilucia Way)

- ROW acquisition is essentially complete.

- Clearing & Grubbing is currently underway, expected to be completed this summer.

- Utility contracts are being executed, should UT relocations begin in the Fall

Motion: By Mr. Lovell to require debris clean up and to have rubber pads on the stabilizer, as i

Pleasant Road Extension

- Working on acquiring land for regional detention pond that is essential for this project.

- Dewberry working on revising plans for the new drainage layout and beginning the NEPA process.

Roundabout at Flower Clock

- Great Progress. Drainage 100%, curbing and aggregate base is at 75%, and you should see binder going down in the next few weeks.

- Project is on budget and ahead of schedule.

- Tweaking Temporary Traffic Control – trying to keep as much traffic moving thru as possible during construction.

Parker Road Sidewalk

- All ALDOT request for revisions should be completed – awaiting CMA (Ped Signals on US98) and project authorization.

Twin Beech Rd (CR44) Corridor Study

- Contract is executed, scoping meeting held with EOR, will await the return of school to update traffic counts – expect preliminary report late October of

2025.

SR-59 Corridor Study

- Overstreet and Associates has been issued a notice to proceed.

Discussion: After storms, tree cleanup crews use stabilizers that have damaged the road shoulders. The question was raised whether the crews are required to use rubber pads instead of steel pads on their stabilizers.

Motion: By Mr. Lovell to recommend that the Baldwin County Commission require debris cleanup crews to use rubber pads on their stabilizers. The motion was seconded by Mrs. Nancy Johnson.

- Carbon Reduction Funds
 - Carbon funds could potentially be rescinded and MPO has been encouraged to get those funds spent.
- Advisory Committee Vacancies
 - Citizens Advisory Committee
 - Baldwin County Commission (1)
- Ms. Jessica Mayo presented Quarter 2 of 2025 P&D data. The data presented is available on our website (easternshorempo.org) under Other Planning Documents.

NEXT MPO MEETINGS (All)

**All meetings will be held at Daphne City Hall*

- **BPAC Meeting:** Tuesday, October 14, 2025; 9:00 AM
- **CAC Meeting:** Tuesday, October 14, 2025; 1:00 PM
- **TAC Meeting:** Wednesday, October 15, 2025; 10:00 AM
- **Policy Board Work Session:** Wednesday, October 29, 2025; 9:30 AM
- **Policy Board Meeting:** Wednesday, October 29, 2025; 10:00 AM

PUBLIC FORUM (All)

- **Members of the Public:** No comments
- **Members of the Press:** No comments
- **Board/Committee Members:** No comments

ADJOURNMENT (All)

MOTION: By Mr. Lovell to adjourn the meeting. The motion was seconded by Mrs. Bolton. Meeting adjourned at 9:45 AM.

_____ Date: _____
Jeff Hudson, Chairperson

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION
CITIZENS ADVISORY COMMITTEE (CAC)
DAPHNE, ALABAMA
October 14, 2025
1:00 PM

CALL TO ORDER/PLEDGE/INVOCATION.

- Sarah Sislak called the meeting to order at 1:02 P.M.
- Invocation was said by Mr. Greg Walker.
- Pledge was led by all.

ROLL CALL

Mrs. Sislak called the roll.

- **Members present:** Mr. Stephen Savage, City of Daphne; Mr. Kevin Morgan, City of Spanish Fort; Mr. Jim Howard, City of Fairhope; Mr. Josh Eisenhauer, Baldwin County; Mr. Greg Walker, Baldwin County; Ms. Jessica Mayo (proxy for Mr. David Stejskal), City of Fairhope; Mark Stejskal, City of Fairhope; Mr. Shane Perry, Baldwin County.
- **Members absent:** Mrs. Coley Boone, City of Fairhope; Mr. Rick Davis, City of Daphne; Mr. William Ervin, City of Loxley; Mr. Curt Fonger, City of Daphne; Mr. Richard Jaehne, City of Daphne; Mr. Richard Ullo, City of Spanish Fort; Mr. Michael Hall, City of Loxley.
- **Others present:** Mrs. Sarah Sislak, MPO Director; Mr. Vince Beebe, ALDOT; Mr. Seth Tibbs.

ELECTION OF OFFICERS

MOTION: By Mr. Mark Stejskal to nominate Mr. Will Ervin for Chair and Mr. Greg Walker for Vice-Chair. The motion was seconded by Mr. Stephen Savage.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

APPROVAL OF MINUTES

MOTION: By Mr. Walker to approve the July 2025 minutes. The motion was seconded by Mr. Shane Perry.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

MOTION: By Mr. Walker to approve the July 2024 minutes. The motion was seconded by Mr. M. Stejskal.

- Discussion: None

- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

PUBLIC COMMENT

No comments.

NEW BUSINESS

1. Action – Highway Functional Classification Changes (All)

Mrs. Sislak stated that the Highway Functional Classification (HFC) Network categorizes roadways based on their function and role within the overall transportation system. Based on data collected and staff analysis, the MPO Director recommended reclassifying Pollard Road/Jonesboro Road and Stanton Road from Local Roads to Minor Collectors and requests approval to submit the official request to ALDOT and FHWA.

MOTION: By Mr. M. Stejskal to recommend the Policy Board approve recommended road classifications and submittal to ALDOT and FHWA. The motion was seconded by Mr. Jim Howard.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

2. Action – State Amendments to the 2045 Long Range Transportation Plan (LRTP) and FY24-27 Transportation Improvement Program (TIP) (All)

Mrs. Sislak stated that projects receiving federal funding and located within the planning area are required to be included in the MPO’s LRTP and TIP. She further stated that the ALDOT submitted a request to include the following project in the 2045 LRTP and FY 2024–2027 TIP: Roadway lighting on SR-181 from Saint Michael’s Way to Austin/Corte Road.

MOTION: By Mr. M. Stejskal to recommend the Policy Board to adopt State requested amendments to the FY24-27 TIP. The motion was seconded by Mr. Howard.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

3. Action – MPO Amendments to the 2045 Long Range Transportation Plan (LRTP) and FY24-27 Transportation Improvement Program (TIP) (All)

Mrs. Sislak stated that the following project was submitted to staff by a member government for inclusion in the LRTP and FY 24–27 TIP: widening and resurfacing of US-90 from County Road 13 to Mount Aid Church. The MPO committed \$25,000 Surface Transportation Funds to the project.

MOTION: By Mr. Walker to recommend the Policy Board adopt amendments to the 2045 LRTP and FY24-27 TIP. The motion was seconded by Mr. Howard.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

4. Action – Adopting the Draft 2050 Long Range Transportation Plan (All)

Mrs. Sislak stated that Sain Associates completed the Draft 2050 Long Range Transportation Plan (LRTP), which was made available for public comment from October 3, 2025 through October 17, 2025. She further stated that twelve (12) public comments were received. Mr. Kevin Harrison of Sain Associates presented the Draft Plan.

MOTION: By Mr. Walker to recommend the Policy Board adopt the Draft 2050 LRTP.

The motion was seconded by Mr. Howard.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

5. Action – Appointing Citizen Advisory Committee Member (Policy Board)

Mrs. Sislak stated the Citizens Advisory Committee had a vacant position and MPO staff received an application from Mr. Seth Tibbs to represent Baldwin County.

MOTION: No action needed

- Discussion: N/A
- Abstain: N/A
- In favor: N/A
- Opposed: N/A
- Result: N/A

6. Action – Resolutions of Appreciation (All)

Mrs. Sislak stated MPO staff has prepared Resolutions recognizing and thanking Mayor Michael McMillan of Spanish Fort and Councilman Ron Scott of Daphne for their contribution and participation on the Eastern Shore MPO Policy Board.

MOTION: By Mr. M. Stejskal to recommend the Policy Board adopt resolutions of appreciation for Mayor McMillan and Councilman Scott's years of service and dedication.

The motion was seconded by Mr. Perry.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

7. Information – MPO Director’s Report

- ALDOT Project Update:
 - **SR 181 (SR 104 to CR 32)**
 - Volkert is reevaluating the corridor study.
 - Anticipate public meetings in the upcoming year.
 - **Mobile River Bridge and Bayway Project**
 - Design on Bridge portion is 75% complete.
 - Geotech work is ongoing.
 - Additional funding is being sought through the Bridge Improvement Program.
 - Anticipate notice to proceed for construction in Quarter 1 of next year.
 - **Causeway Access Management**
 - Spanish Fort Hill: Design by Gresham Smith, anticipate public meetings to be held on design early next year.
 - Causeway: Design by Skipper Consultant, anticipate report to be submitted to ALDOT in 2026 Quarter 1.
 - **US-31 Corridor Study**
 - Conducted by Volkert, anticipate draft report be submitted in 2026 Quarter1.
 - **SR 181 at Corte-Austing Signal**
 - Project has been let, followed by a procurement period.
 - Temporary signal has been placed.
- MPO Project Update:

Mrs. Sislak presented project updates.

 - **Loxley Transit Project**
 - Complete. Ribbon Cutting held September 28th.
 - **CR 64 Resurfacing and Intersection Improvements at Pollard Road**
 - 67% complete with roadway work.
 - Has been experiencing utility delays; anticipate work to begin again near the beginning of November.
 - **CR 64 Widening and Intersection Improvements (SR181-Montilucia Way)**
 - The clearing and grubbing phase is complete.
 - Held a supplemental PSE review with ALDOT October 2nd, Volkert is finalizing plans.
 - Received authorization for the non-reimbursable utility companies to begin relocating and they should begin soon.
 - Awaiting agreements from Fairhope Gas and BCSS before we can get authorization for the reimbursable utilities.
 - **Pleasant Road Extension**
 - Working on acquiring land for regional detention pond that is essential for this project.
 - Dewberry working on revising plans for the new drainage layout.
 - NEPA coordination with ALDOT and FHWA has begun.
 - **Roundabout at Flower Clock**
 - All roadway geometric infrastructure is constructed and basically under full traffic – sans Veterans Drive.

-Will open Veterans by the end of the month – leaning on the General Contractor to get all pavement down prior to end of the month.

Parker Road Sidewalk

- Project awaiting authorization.

- SS4A Grant Update
 - Request For Qualifications currently open for consultant to develop the Comprehensive Safety Action Plan, will accept qualifications until 2:00 PM on November 12th.
- Awarded TAP Grants
 - Baldwin County Commission – Extension of Eastern Shore Trail from Pleasant View Lane to CR-49 in Magnolia Springs
 - City of Loxley – Sidewalk on Municipal Park Drive from Magnolia Street to North Hickory Street
- Ms. Jessica Mayo discussed the annual Fall Walk to School Day event and would forward coming details. She further presented Quarter 3 of 2025 P&D data. The data presented is available on our website (easternshorempo.org) under Other Planning Documents.

NEXT MPO MEETINGS (All)

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- **Policy Board Work Session:** Wednesday, January 28, 2026; 9:30 AM
- **Policy Board Meeting:** Wednesday, January 28, 2026; 10:00 AM

PUBLIC FORUM (All)

- **Members of the Public:** No comments
- **Members of the Press:** No comments
- **Board/Committee Members:** No comments

ADJOURNMENT (All)

MOTION: By Mr. Howard to adjourn the meeting. The motion was seconded by Mr. M. Stejskal.

Meeting adjourned at 1:53 PM.

_____ Date: _____
Will Ervin, Chairperson

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE (TAC)
DAPHNE, ALABAMA
October 15, 2025
10:00 AM

CALL TO ORDER/PLEDGE/INVOCATION.

- Chairman Mr. Michael Malm called the meeting to order at 10:04 A.M.
- Invocation was said by Mrs. Adrienne Jones.
- Pledge was led by all.

ROLL CALL

Mrs. Sislak called the roll.

- **Members present:** Mr. Vince Beebe (as proxy for Mr. Edwin Perry), ALDOT Southwest Region; Mr. Seth Peterson, Baldwin County; Mr. Casey Raines (Proxy for Carl Nelson), City of Spanish Fort; Mr. Richard Johnson, City of Fairhope; Mrs. Adrienne Jones, City of Daphne; Mr. Robert Davis, City of Loxley; Mr. Michael Malm, Baldwin County Board of Education; Mr. John Thomas (proxy for Mr. Hunter Simmons), City of Fairhope; Mr. Greg Smith, City of Robertsdale.
- **Members absent:** Mr. Don Lagarde, City of Fairhope Airport Authority; Mr. Robert B. Dees, ALDOT Bureau; Mr. Aaron Dawson, FHWA; Ms. Gail Quezada, Central Baldwin Chamber of Commerce; Mr. Andy Bobe, City of Daphne; Mrs. Ann Simpson, Baldwin Regional Area Transit System; Ms. Casey Gay Williams, Eastern Shore Chamber of Commerce.
- **Others present:** Mrs. Sarah Sislak, MPO Director; Ms. Jessica Mayo, MPO Transportation Planner; Mr. Kevin Harrison, Sain Associates.

ELECTION OF OFFICERS

MOTION: By Mr. Richard Johnson to nominate Mr. Michael Malm for Chair and Mr. Seth Peterson for Vice-Chair. The motion was seconded by Mrs. Adrienne Jones.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

APPROVAL OF MINUTES

MOTION: By Mr. Johnson to approve the July 2025 minutes. The motion was seconded by Mrs. Jones.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

PUBLIC COMMENT

No comments.

NEW BUSINESS

1. Action – Highway Functional Classification Changes (All)

Mrs. Sislak stated that the Highway Functional Classification (HFC) Network categorizes roadways based on their function and role within the overall transportation system. Based on data collected and staff analysis, the MPO Director recommended reclassifying Pollard Road/Jonesboro Road and Stanton Road from Local Roads to Minor Collectors and request approval to submit the official request to ALDOT and FHWA.

MOTION: By Mrs. Jones to recommend Policy Board approve the recommended road classifications and submittal to ALDOT and FHWA.

The motion was seconded by Mr. Seth Peterson.

- Discussion: None
- Abstain: Vince Beebe
- In favor: All
- Opposed: None
- Result: Passed

2. Action – State Amendments to the 2045 Long Range Transportation Plan (LRTP) and FY24-27 Transportation Improvement Program (TIP) (All)

Mrs. Sislak stated that projects receiving federal funding and located within the planning area are required to be included in the MPO's LRTP and TIP. She further stated that the ALDOT submitted a request to include the following project in the 2045 LRTP and FY 2024–2027 TIP: Roadway lighting on SR-181 from Saint Michael's Way to Austin/Corte Road.

MOTION: By Mr. Vince Beebe to recommend the Policy Board to adopt State requested amendments to the FY24-27 TIP. The motion was seconded by Mrs. Jones.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

3. Action – MPO Amendments to the 2045 Long Range Transportation Plan (LRTP) and FY24-27 Transportation Improvement Program (TIP) (All)

Mrs. Sislak stated that the following project was submitted to staff by a member government for inclusion in the LRTP and FY 24–27 TIP: widening and resurfacing of US-90 from County Road 13 to Mount Aid Church. The MPO committed \$25,000 Surface Transportation Funds to the project.

MOTION: By Mrs. Jones to recommend the Policy Board adopt amendments to the 2045 LRTP and FY24-27 TIP. The motion was seconded by Mr. Robert Davis.

- Discussion: None
- Abstain: None
- In favor: All

- Opposed: None
- Result: Passed

4. Action – Adopting the Draft 2050 Long Range Transportation Plan (All)

Mrs. Sislak stated that Sain Associates completed the Draft 2050 Long Range Transportation Plan (LRTP), which was made available for public comment from October 3, 2025 through October 17, 2025. She further stated that twelve (12) public comments were received. Mr. Kevin Harrison of Sain Associates presented the Draft Plan.

MOTION: By Mrs. Jones to recommend the Policy Board adopt Draft 2050 LRTP. The motion was seconded by Mr. Johnson.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

5. Action – Appointing Citizen Advisory Committee Member (Policy Board)

Mrs. Sislak stated Citizens Advisory Committee had a vacant position and MPO staff received an application from Mr. Seth Tibbs to represent Baldwin County.

MOTION: No action needed

- Discussion: N/A
- Abstain: N/A
- In favor: N/A
- Opposed: N/A
- Result: N/A

6. Action – Resolutions of Appreciation (All)

Mrs. Sislak stated MPO staff has prepared Resolutions recognizing and thanking Mayor Michael McMillan of Spanish Fort and Councilman Ron Scott of Daphne for their contribution and participation on the Eastern Shore MPO Policy Board.

MOTION: By Mr. Johnson to recommend the Policy Board adopt resolutions of appreciation for Mayor McMillan and Councilman Scott's years of service. The motion was seconded by Mrs. Jones

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

7. Information – MPO Director's Report

- ALDOT Project Update:
 - **SR 181 (SR 104 to CR 32)**
 - Volkert is reevaluating the corridor study.
 - Anticipate public meetings in the upcoming year.

- **Mobile River Bridge and Bayway Project**
 - Design on Bridge portion is 75% complete.
 - Geotech work is ongoing.
 - Additional funding is being sought through the Bridge Improvement Program.
 - Anticipate notice to proceed for construction in Quarter 1 of next year.
 - **Causeway Access Management**
 - Spanish Fort Hill: Design by Gresham Smith, anticipate public meetings to be held on design early next year.
 - Causeway: Design by Skipper Consultant, anticipate report to be submitted to ALDOT in 2026 Quarter 1.
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 - Project has been let, followed by a procurement period.
 - Temporary signal has been placed.
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 - Mrs. Sislak presented project updates.
 - **Loxley Transit Project**
 - Complete. Ribbon Cutting held September 28th.
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 - 67% complete with roadway work.
 - Has been experiencing utility delays; anticipate work to begin again near the beginning of November.
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 - The clearing and grubbing phase is complete.
 - Held a supplemental PSE review with ALDOT October 2nd, Volkert is finalizing plans.
 - Received authorization for the non-reimbursable utility companies to begin relocating and they should begin soon.
 - Awaiting agreements from Fairhope Gas and BCSS before we can get authorization for the reimbursable utilities.
 - **Pleasant Road Extension**
 - Working on acquiring land for regional detention pond that is essential for this project.
 - Dewberry working on revising plans for the new drainage layout.
 - NEPA coordination with ALDOT and FHWA has begun.
 - **Roundabout at Flower Clock**
 - All roadway geometric infrastructure is constructed and basically under full traffic – sans Veterans Drive. Key remaining tasks:
 - Will open Veterans by the end of the month – we are leaning on the GC to get all pavement down prior to.
 - **Parker Road Sidewalk**
 - All ALDOT requested revisions have been addressed. Project awaiting authorization.

- SS4A Grant Update
 - Request For Qualifications currently open for consultant to develop the Comprehensive Safety Action Plan, will accept qualifications until 2:00 PM on November 12th.
- Awarded TAP Grants
 - Baldwin County Commission – Extension of Eastern Shore Trail from Pleasant View Lane to CR-49 in Magnolia Springs
 - City of Loxley – Sidewalk on Municipal Park Drive from Magnolia Street to North Hickory Street
- Ms. Jessica Mayo gave an update on the annual Fall Walk to School Day event. She further presented Quarter 3 of 2025 P&D data. The data presented is available on our website (easternshorempo.org) under Other Planning Documents.

NEXT MPO MEETINGS (All)

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PUBLIC FORUM (All)

- **Members of the Public:** No comments
- **Members of the Press:** No comments
- **Board/Committee Members:** No comments

ADJOURNMENT (All)

MOTION: By Mr. Beebe to adjourn the meeting. The motion was seconded by Mr. Johnson. Meeting adjourned at 10:41 AM.

_____ Date: _____
 Michael Malm, Chairperson

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD
DAPHNE, ALABAMA
October 29, 2025
10:00 AM

CALL TO ORDER/PLEDGE/INVOCATION.

- Chairman Councilman Jack Burrell called the meeting to order at 10:03 A.M.
- Invocation was said by Mr. Richard Johnson.
- Pledge was led by Councilman Ron Scott.

ROLL CALL

Mrs. Sislak called the roll.

- **Members present:** Mr. Richard Johnson (proxy for Mayor Sherry Sullivan), City of Fairhope; Councilman Ron Scott, City of Daphne; Mayor Robin LeJeune, City of Daphne; Mr. Frank Lundy (proxy for Commissioner Matt McKenzie), Baldwin County; Mr. Matt Ericksen, ALDOT Southwest Region; Councilman Jack Burrell, City of Fairhope; Mr. Robert Davis (proxy for Mayor Richard Teal), City of Loxley; Commissioner Billie Jo Underwood, Baldwin County; Mayor Mike McMillan, City of Spanish Fort.
- **Members absent:** None
- **Others present:** Mrs. Sarah Sislak, MPO Director; Ms. Jessica Mayo, MPO Transportation Planner; Mr. Kevin Harrison, Sain Associates; Mr. Troy Strunk, City of Daphne; Mr. Mark Acreman, Baldwin County Commission; Mr. Scott Moseley, ALDOT.

ELECTION OF OFFICERS

MOTION: By Councilman Ron Scott to nominate Councilman Jack Burrell for Chair and Mayor Robin LeJeune for Vice-Chair. The motion was seconded by Commissioner Billie Jo Underwood.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

APPROVAL OF MINUTES

MOTION: By Mayor Robin LeJeune to approve the July 2025 minutes. The motion was seconded by Commissioner Underwood.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

PUBLIC COMMENT

No comments.

NEW BUSINESS

1. Action – Highway Functional Classification Changes (All)

Mrs. Sislak stated that the Highway Functional Classification (HFC) Network categorizes roadways based on their function and role within the overall transportation system. Based on data collected and staff analysis, the MPO Director recommended reclassifying Pollard Road/Jonesboro Road and Stanton Road from Local Roads to Minor Collectors and request approval to submit an official request to ALDOT and FHWA.

MOTION: By Commissioner Underwood to approve recommended road classifications and submittal to ALDOT and FHWA. The motion was seconded by Councilman Scott.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

2. Action – State Amendments to the 2045 Long Range Transportation Plan (LRTP) and FY24-27 Transportation Improvement Program (TIP) (All)

Mrs. Sislak stated that projects receiving federal funding and located within the planning area are required to be included in the MPO's LRTP and TIP. She further stated that the ALDOT submitted a request to include the following project in the 2045 LRTP and FY 2024–2027 TIP: Roadway lighting on SR-181 from Saint Michael's Way to Austin/Corte Road.

MOTION: By Commissioner Underwood to adopt State requested amendments to the FY24-27 TIP. The motion was seconded by Councilman Scott.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

3. Action – MPO Amendments to the 2045 Long Range Transportation Plan (LRTP) and FY24-27 Transportation Improvement Program (TIP) (All)

Mrs. Sislak stated that the following project was submitted to staff by a member government for inclusion in the LRTP and FY 24–27 TIP: widening and resurfacing of US-90 from County Road 13 to Mount Aid Church. The MPO committed \$25,000 Surface Transportation Funds to the project.

MOTION: By Councilman Scott to adopt amendments to the 2045 LRTP and FY24-27 TIP. The motion was seconded by Mayor LeJeune.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None

- Result: Passed

4. Action – Adopting the Draft 2050 Long Range Transportation Plan (All)

Mrs. Sislak stated that Sain Associates completed the Draft 2050 Long Range Transportation Plan (LRTP), which was made available for public comment from October 3, 2025 through October 17, 2025. She further stated that twelve (12) public comments were received. Mr. Kevin Harrison of Sain Associates presented the Draft Plan.

MOTION: By Mayor LeJeune to adopt Draft 2050 LRTP. The motion was seconded by Commissioner Underwood.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

5. Action – Appointing Citizen Advisory Committee Member (Policy Board)

Mrs. Sislak stated Citizens Advisory Committee had a vacant position and MPO staff received an application from Mr. Seth Tibbs to represent Baldwin County.

MOTION: By Mayor LeJeune to appoint Seth Tibbs to Citizens Advisory Committee. The motion was seconded by Councilman Scott.

- Discussion: Policy board requested all new Advisory Committee applicants submit a resume.
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

6. Action – Resolutions of Appreciation (All)

Mrs. Sislak stated MPO staff has prepared Resolutions recognizing and thanking Mayor Michael McMillan of Spanish Fort and Councilman Ron Scott of Daphne for their contribution and participation on the Eastern Shore MPO Policy Board.

MOTION: By Mr. Johnson to adopt resolutions of appreciation for Mayor McMillan and Councilman Scott's years of service and dedication. The motion was seconded by Mayor LeJeune.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

7. Information – MPO Director's Report

- ALDOT Project Update:
 - **SR 181 (SR 104 to CR 32)**
 - Volkert is reevaluating the corridor study.

- Anticipate public meetings in the upcoming year.
- **Mobile River Bridge and Bayway Project**
 - Design on Bridge portion is 75% complete.
 - Geotech work is ongoing.
 - Additional funding is being sought through the Bridge Improvement Program.
 - Anticipate notice to proceed for construction in Quarter 1 of next year.
- Causeway Access Management**
 - Spanish Fort Hill: Design by Gresham Smith, anticipate public meetings to be held on design early next year.
 - Causeway: Design by Skipper Consultant, anticipate report to be submitted to ALDOT in 2026 Quarter 1.
- **US-31 Corridor Study**
 - Conducted by Volkert, anticipate draft report be submitted in 2026 Quarter 1.
- **SR 181 at Corte-Austing Signal**
 - Project has been let, followed by a procurement period.
 - Temporary signal has been placed.
- **Tensaw River Bridge**
 - Project is 50% complete.
 - Constructed by Scott Bridge
 - Anticipate traffic to new bridge in 2027 Quarter 1
- **US-98 Over Fly Creek**
 - Replacing culvert with bridge.
 - Recent stakeholder meetings presented positive collaboration and feedback.
 - Currently performing hydraulics analysis.
 - Anticipate a letting in construction in late 2026.
- MPO Project Update:
 - Mrs. Sislak presented project updates.
 - Loxley Transit Project**
 - Complete. Ribbon Cutting held September 28th.
 - CR 64 Resurfacing and Intersection Improvements at Pollard Road**
 - 67% complete with roadway work.
 - Has been experiencing utility delays; anticipate work to begin again near the beginning of November.
 - CR 64 Widening and Intersection Improvements (SR181-Montilucia Way)**
 - The clearing and grubbing phase is complete.
 - Held a supplemental PSE review with ALDOT October 2nd, Volkert is finalizing plans.
 - Received authorization for the non-reimbursable utility companies to begin relocating and they should begin soon.
 - Awaiting agreements from Fairhope Gas and BCSS before we can get authorization for the reimbursable utilities.
 - Pleasant Road Extension**
 - Working on acquiring land for regional detention pond that is essential for this project.

- Dewberry working on revising plans for the new drainage layout.
- NEPA coordination with ALDOT and FHWA has begun.

Roundabout at Flower Clock

- All roadway geometric infrastructure is constructed and basically under full traffic – sans Veterans Drive.
- Will open Veterans by the end of the month – leaning on the General Contracting to get all pavement down prior to end of the month.

Parker Road Sidewalk

- Project awaiting authorization.

- SS4A Grant Update
 - Request For Qualifications currently open for consultant to develop the Comprehensive Safety Action Plan, will accept qualifications until 2:00 PM on November 12th.
- Awarded TAP Grants
 - Baldwin County Commission – Extension of Eastern Shore Trail from Pleasant View Lane to CR-49 in Magnolia Springs
 - City of Loxley – Sidewalk on Municipal Park Drive from Magnolia Street to North Hickory Street
- Ms. Jessica Mayo gave an update on the annual Fall Walk to School Day event. She further presented Quarter 3 of 2025 P&D data. The data presented is available on our website (easternshorempo.org) under Other Planning Documents.

NEXT MPO MEETINGS (All)

**All meetings will be held at Fairhope Municipal Complex*

- **BPAC Meeting:** Tuesday, January 20, 2026; 9:00 AM
- **CAC Meeting:** Tuesday, January 20, 2026; 1:00 PM
- **TAC Meeting:** Wednesday, January 21, 2026; 10:00 AM
- **Policy Board Work Session:** Wednesday, January 28, 2026; 9:30 AM
- **Policy Board Meeting:** Wednesday, January 28, 2026; 10:00 AM

PUBLIC FORUM (All)

- **Members of the Public:** No comments
- **Members of the Press:** No comments
- **Board/Committee Members:** No comments

ADJOURNMENT (All)

MOTION: By Councilman Scott to adjourn the meeting. The motion was seconded by Commissioner Underwood.

Meeting adjourned at 11:00 AM.

_____ Date: _____
 Jack Burrell, Chairperson

AGENDA ITEM 1
ACTION - ADOPTING 2050 LONG RANGE TRANSPORTATION PLAN (LRTP)

Eastern Shore MPO AGENDA ACTION FORM
<p>Bicycle and Pedestrian Advisory Committee – January 20, 2026 Citizens Advisory Committee – January 20, 2026 Technical Advisory Committee – January 21, 2026 Policy Board Work Session – January 28, 2026 Policy Board – January 28, 2026</p>
SUMMARY
<p>Sain Associates has completed the 2050 Long Range Transportation Plan (LRTP), The LRTP is a planning document that anticipates future transportation needs and identifies strategies across all travel modes for the next 25 years in the MPO planning area.</p> <p>The LRTP was published for public comment from January 2, 2026 – January 16, 2026. MPO staff also held a public meeting regarding the 2050 LRTP on Tuesday, January 13, 2026. No comments were received.</p> <p>Mr. Kevin Harrison from SAIN Associates will present the Final Plan.</p>
RECOMMENDATION
<ul style="list-style-type: none">• BPAC recommends:• CAC recommends:• TAC recommends:
ATTACHMENT(S)
<ol style="list-style-type: none">1. Executive Summary2. Resolution

Executive Summary

This document is the Eastern Shore MPO's 2050 Long Range Transportation Plan (LRTP), which supersedes the 2045 LRTP. It outlines a 25-year, budget-conscious strategy for the growth and development of the Eastern Shore region in Baldwin County. The plan was developed in collaboration with the public, ALDOT, Baldwin County, key municipal partners, technical experts, and the MPOs subcommittees. There were several opportunities for the public to participate and comment on the plan, including public meetings and online surveys.

Although the ESMPO covers a large area that includes the City of Robertsdale and the Town of Silverhill, the local jurisdictions involved in the regional planning activities in the ESMPO region include:

- City of Spanish Fort
- City of Fairhope
- City of Daphne
- City of Loxley
- Baldwin County
- ALDOT

The Long Range Transportation Plan (LRTP) is a comprehensive strategy that addresses the future transportation needs of the ESMPO over a 25-year period. The plan outlines recommendations to improve the efficiency and functionality of the transportation system, including:

- Building new transportation facilities.
- Improving connectivity across different travel modes, such as highways, transit, and bicycle and pedestrian paths.
- Enhancing existing transportation infrastructure.

In addition, the LRTP identifies potential funding from federal, state, and local sources and provides a phased plan for implementing major projects. Each of the federal surface transportation projects potentially will require preliminary engineering (PE), Right of Way (ROW), utilities (UT) and construction (CN) phases.



What it is: The Long Range Transportation Plan (LRTP) is a 25-year plan for the Eastern Shore's transportation needs.

What it does: It recommends building new facilities, improving connections for various travel modes, enhancing existing infrastructure, and identifying funding for major projects. Federal surface transportation projects must be included in this plan in order to be funded.

How it's updated: The plan is updated every five years through a process that includes multiple opportunities for public feedback.

Is the plan set in stone: The Plan is amendable and can be modified over the next 5 years, adhering to the ESMPO Public Participation Plan (PPP).

This plan was steered by comments from the MPO Advisory Committees, public comments received from the month of September, 2024 online survey and the May, 2025 public meeting and online public comments, and final draft public meeting on a date to be determined. Throughout the development of the plan, the process was vetted with the three subcommittees of the MPO and the DRAFT document will be reviewed and adopted by the ESMPO at a date to be determined.

The plan highlights a fiscally constrained plan of recommended projects to fund over the next 25 years. This was achieved through public input and a travel demand forecast model to estimate the travel demand and volume for year 2050.

Funding

The current estimate that the ESMPO is allocated annually is a combination of 80% federal funds with 20% matching funds totaling \$2,702,654. This amount projected to 25 years is \$67,566,344. The projects that the MPO plans with that funding category cannot exceed that amount. Further, the Alabama Department of Transportation (ALDOT) anticipates allocating \$60,833,565 in Federal funds for capacity projects within the ESMPO study area boundary and \$88,348,701 in federal funds for Operations and Maintenance (O&M) type projects. The projects that the State of Alabama intends to fund cannot exceed that amount of funding.

Recommended Plan

Figure ES-1 and Table ES-1 are the projects of the recommended 2050 Long Range Transportation Plan. These projects are for either adding capacity to and existing roadway, providing a new connecting roadway, or an Operations & Maintenance type project. All projects have identified funding sources and are prioritized in terms of need. All of the projects that are needed and do not have funding are considered Visionary Projects and are included the document. There are several projects included that do not have federal funding, yet are important regional projects, such as Bedrock Blvd.

Public Transit

BRATS is expected to have a level amount of funding over the next 25 years. The new software will allow the system to expand in terms of vehicle and drivers, and the Spanish Fort Hub is the only planned capital project to be funded with from the FTA 5307 funds above.

Bicycle and Pedestrian

The recently adopted Baldwin County Multimodal Connectivity Vision Plan, adopted by the ESMPO in April 2024 details existing and proposed bicycle and pedestrian facilities for the LRTP. This plan parallels with the Alabama Statewide Bicycle and Pedestrian Plan (2025). Further (unless reasons described in the Plan), all federally funded capacity projects identified in this plan are to have a bicycle/pedestrian component to the project.

Freight

The ESMPO freight infrastructure is exclusively dependent on trucking, as it lacks railroads and maritime ports. Traffic congestion on SR-59 and I-10 due to the movement of freight is projected to increase substantially. The Port Alabama Industrial Center is a 900-acre development currently underway in Loxley. When its three phases are complete, the 12-million-square-foot industrial complex is expected to add 28,000 trips per day to the local road network. This will be further amplified by a surge of new distribution and manufacturing facilities along the CR-49 corridor and SR-59 north of I-10, particularly increasing truck volume.

Figure ES-1 Fiscally Constrained Projects (25 years)

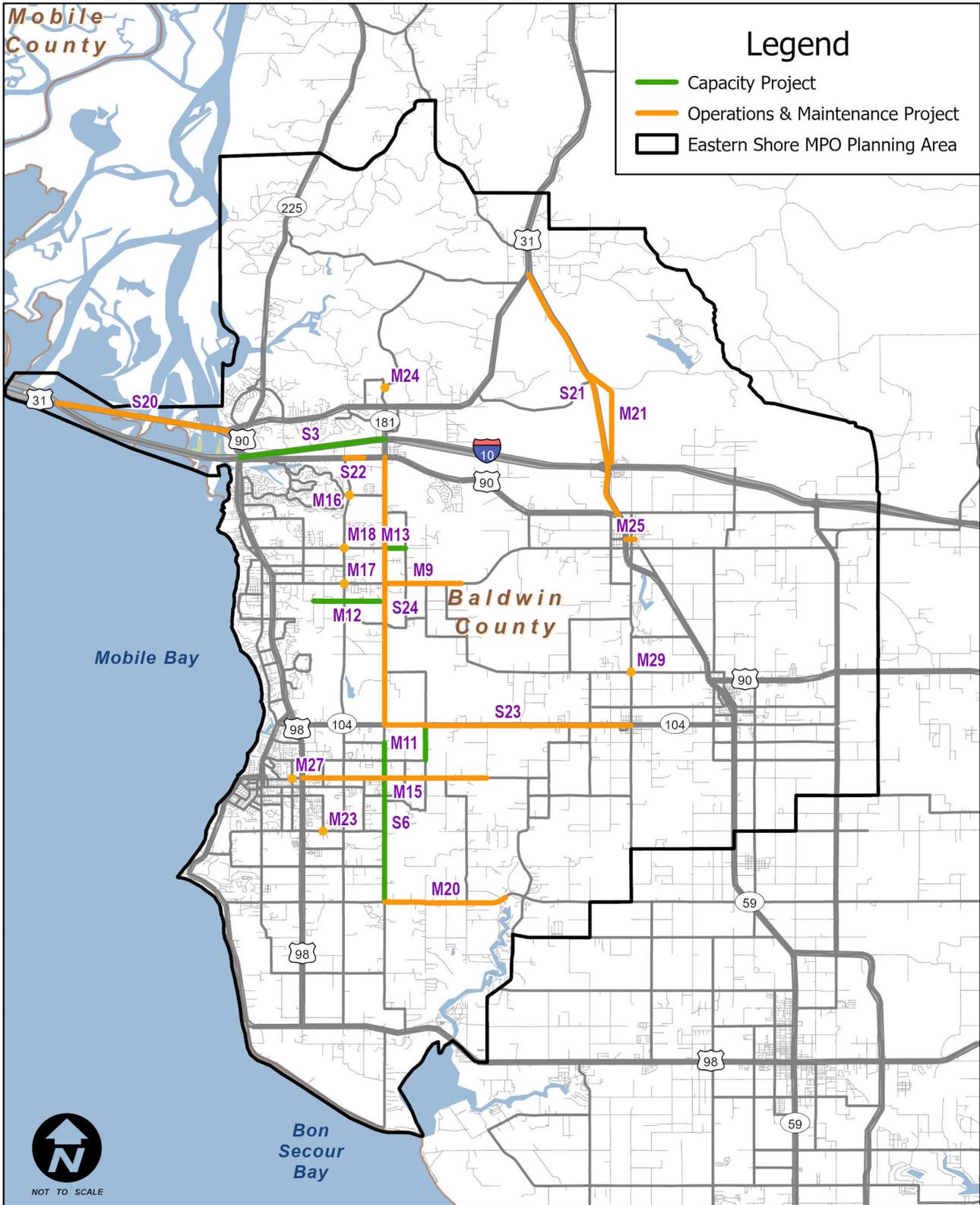




Table ES-1 Fiscally Constrained Projects (25 years)

MapID	Dist*	Project	Lanes	Cost (millions)	E + C V/C	Priority	Cap/O&M	Bike/Ped	
M15	4.5	CR-48 Left turn lanes, paved shoulders US-98 to Langford Rd		\$9.8	1.11	High	O&M	MPO	TBD
M20	3.0	CR-32 Left turn lanes, paved shoulders SR-181 to Fish River		\$5.9	1.15	High	O&M	MPO	TBD
M23	1	Intersection Improvements at Twin Beech Rd and Booth Rd		\$3.0	NA	High	O&M	MPO	TBD
M9	1.8	CR-64 SR-181 to Montelucia Way		\$ 8.6	1.3	High	O&M	MPO	No
S3	3.5	I-10 from US-98 to SR-181	4 to 6	\$33.5	1.11	High	Capacity	NHPP	No
M27	1	Intersection Improvements at Fairhope Ave and Ingleside Ave		\$5.0	NA	High	O&M	MPO	TBD
M24	0.5	Jimmy Faulkner Dr and Plaza de Toro Dr Intersection Improvements		\$0.6	NA	High	O&M	MPO	TBD
M12	1	Milton Jones Rd Ext from Pollard Rd to Stanton Rd	NEW	\$10.0	NA	High	Capacity	MPO	Yes
M13	0.5	Pleasant Rd EXT SR-181 to Rigsby	NEW	\$ 2.9	NA	High	Capacity	MPO	Yes
S24	8	SR-181 Access Management and Implementation		\$8.8	1.38	High	O&M	STP	TBD
S6	5	SR-181 from CR-32 to Mosley Rd	NEW	\$36.7	0.82	High	Capacity	NHPP	Yes
S23	6	SR-104 Left turn lanes, paved shoulders from SR-181 to CR-55		\$ 13.3	1.12	High	O&M	STP	TBD
S22	0.5	US 90 Left turn lanes, paved shoulders CR-13 to Mt. Aid Church		\$ 13.7	1.31	High	O&M	STP	TBD
M16	0.5	CR-13 and Champions Way Roundabout		\$3.0	NA	Med	O&M	MPO	TBD
M17	0.5	CR-13 and CR-64 Roundabout Lane Improvements		\$1.0	NA	Med.	O&M	MPO	TBD
M18	0.5	CR-13 and Whispering Pines Roundabout		\$3.0	NA	Med	O&M	MPO	TBD
M11	1	Lawrence Rd Conn SR-104 to Gayfer Rd Ext	NEW	\$ 5.0	NA	Med.	Capacity	MPO	Yes
M25	0.5	Sidewalk street lighting on east Relham Dr from SR-59 to Ellison St		\$0.50	NA	Med.	O&M	MPO	TBD
S20	3.4	The Causeway (US 31-US 90-US 98) Project scope to be determined US- 98 Interchange I-10 Interchange		\$7.51	0.82	Med.	O&M	STP	Yes
M29	0.5	CR-54 and CR-55 Roundabout		\$ 3.0	NA	Low	O&M	MPO	TBD
S21	7.7	SR-59 Corridor Study and Implementation US-31 to US-90		\$ 12.8	1.52	Low	O&M	STP	TBD
M21	2.5	CR-49 Access Management Implementation		\$5.0	NA	Low	O&M	MPO	Yes

* Distance listed in miles



The total cost of projects within the recommended plan is within fiscal constraint. The State of Alabama's two capacity projects: (S3) I-10 from US-98 to SR-181 (\$33.5 M) and (S6) SR-181 from CR-32 to Mosely Rd (south of SR-104) \$35.7 are below the fiscal constraint of \$60.8 M federal (\$76M including 20% match). For the O&M type projects that ALDOT anticipates, the total cost of projects is below the estimated allocation of \$88.3 million. ALDOT's O&M totals are in federal (without matching funds) due to the varying match requirements for these types of funds.

The ESMPO is estimated to be allocated \$67 million towards surface transportation projects over the next 25 years, and the estimated total cost of projects is \$66.2 million as detailed in Table 3-7.

Table ES-2 Fiscal Constraint

TOTAL (FED + MATCH)		TOTAL COSTS	LIMIT OF FISCAL CONSTRAINT
STATE	L RTP CAPACITY VISIONARY	\$70.2 M	\$76M
	L RTP O&M VISIONARY	\$307.8 M	
MPO	L RTP O&M VISIONARY	\$88.3 (fed)	\$88.3 (fed)
	L RTP O&M VISIONARY	\$0	
MPO	L RTP CAPACITY and O&M VISIONARY	\$66.2	\$67.5
	L RTP CAPACITY and O&M VISIONARY	\$733.4	

Visionary Projects

A Visionary project is a regionally significant transportation improvement identified as necessary in the Long-Range Transportation Plan (LRTP) but lacks a committed funding source. These projects often have significant price tags, and they typically do not rank high enough in the MPO's scoring process to be included in the financially constrained portion of the plan. The MPO must reasonably expect to receive enough funding to complete the projects listed in the plan. Unfunded projects exist outside of this constrained plan a "wish list" of needs. Figure 3-14 of the ESMPO 2050 LRTP is a map of the Visionary Projects.



Network Performance

MPO transportation network improvements are assessed using a travel demand model and key metrics, including total vehicle miles traveled (TOTVMT), total vehicle hours traveled (TOTVHT), and total vehicle delay (TOTDelay). As shown in Table ES-3, the Existing and Committed (E+C) and fiscally constrained LRTP networks demonstrate some reduction in these metrics. However, the Visionary network offers a substantial improvement in network performance.

Table ES-3 Network Performance

SAVINGS						
	TOTVMT	TOTVHT	TOTDelay	TOTVMT	TOTVHT	TOTDelay
E+C	16,083,485	855,728	417,425			
LRTP	16,050,742	852,987	416,100	32,743	2,740	1,325
VISIONARY	15,962,518	787,714	354,806			
Annualized				11,951,100	1,000,235	483,559

Total delay is the difference between the actual travel time under congested conditions and the theoretical free-flow travel time. The LRTP network provides a vehicle miles traveled savings of 32,743 a day. This equates to daily savings of 2,740 vehicle hours, and 1,325 hours of delay. This produces an annual savings of over million vehicle hours, 483,559 hours of delay, and almost 12 million vehicle miles traveled.

By using the emission factor 0.219 g/mile for Volatile Organic Compounds (VOC) and the suggested constant of 0.002205 pound per gram for VOC, it can be estimated that the 2050 fiscally constrained LRTP for the ESMPO would save 15.8 pounds of VOCs per day.

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2026-XX

Adopting Final 2050 Long Range Transportation Plan (LRTP)

WHEREAS, the Eastern Shore Metropolitan Planning Organization (MPO) is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the Infrastructure Investment and Jobs Act, Section 11201, November 2021); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

WHEREAS, Title 23 USC 135 and 23 CFR 450.324 require that transportation projects in urbanized areas, funded by the Federal Highway Administration and the Federal Transit Administration, be derived from a Long Range Transportation Plan adopted by vote of the Eastern Shore Metropolitan Planning Organization (MPO); and

WHEREAS, consistent with the declaration of these provisions, the Eastern Shore Metropolitan Planning Organization, in cooperation with the Alabama Department of Transportation (ALDOT), has prepared the Final 2050 Long Range Transportation Plan; now

THEREFORE, BE IT RESOLVED that the Eastern Shore Metropolitan Planning Organization, has reviewed the Final 2050 Long Range Transportation Plan and does hereby adopt said 2050 Long Range Transportation Plan.

The foregoing resolution was adopted and approved on the 28th day of January 2026, by the Eastern Shore Metropolitan Planning Organization Policy Board.

Jack Burrell, Chairperson

ATTEST:

AGENDA ITEM 2
ACTION – STATE AMENDMENT TO THE FY24-27 TIP

Eastern Shore MPO
AGENDA ACTION FORM

Bicycle and Pedestrian Advisory Committee – January 20, 2026
Citizens Advisory Committee – January 20, 2026
Technical Advisory Committee – January 21, 2026
Policy Board Work Session – January 28, 2026
Policy Board – January 28, 2026

SUMMARY

Projects that include federal funding and are located within the Eastern Shore MPO planning area are required to be in the MPO's Transportation Improvement Program (TIP).

The Alabama Department of Transportation (ALDOT) has submitted the following project for inclusion in the FY2024-2027 TIP:

ITS Expansion on I-10: Advanced Corridor Management (TSMO) On I-10 From the Mobile County Line To 2.00 Miles East of Exit 49 (BBE)

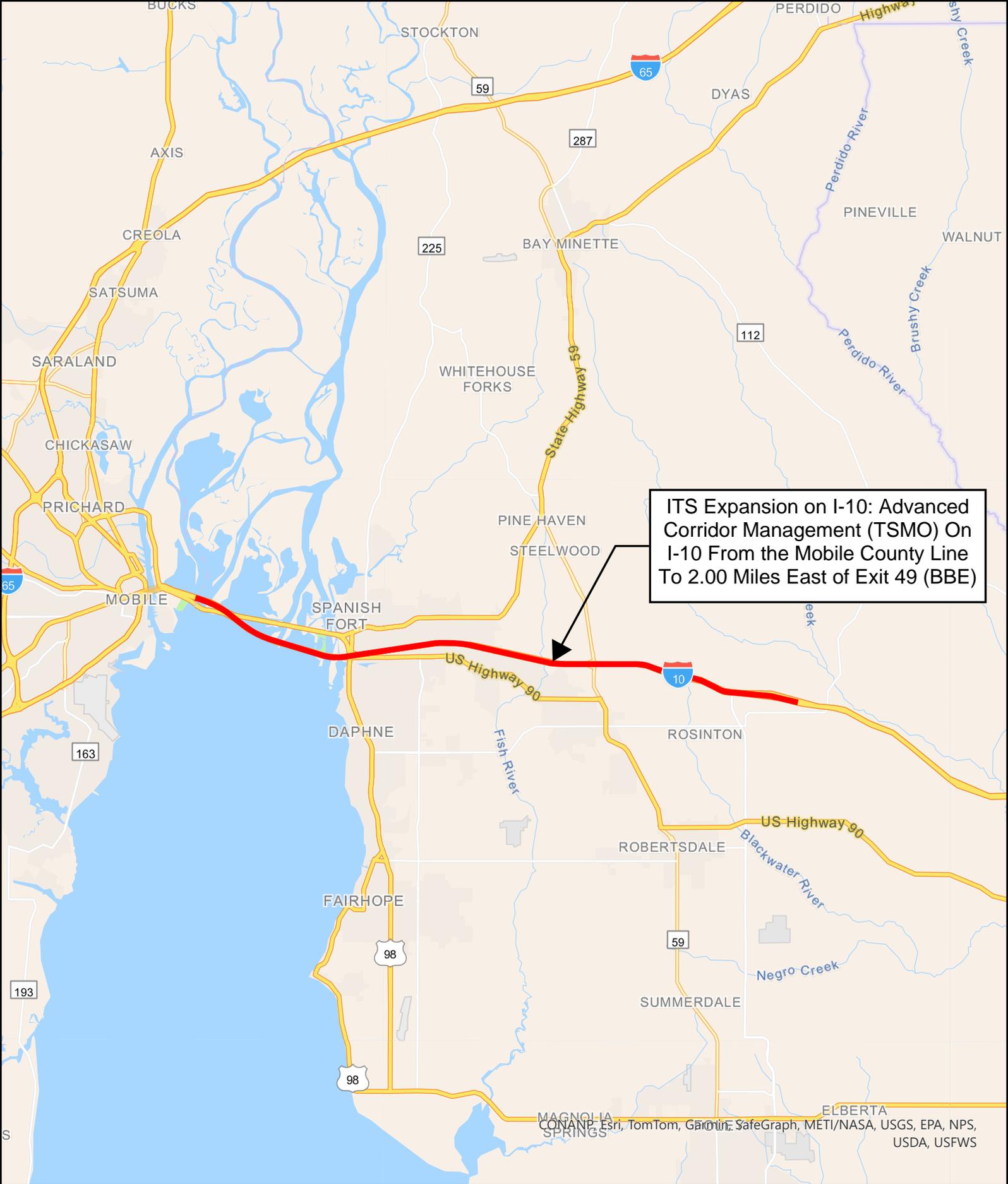
- Project: 100071699 (PE) Federal aid number: STPAA-I010 (XXX); County: Baldwin
- Target Start Date: 2/01/2026
- Engineers Estimate: \$277,587.53

RECOMMENDATION

- BPAC recommends:
- CAC recommends:
- TAC recommends:

ATTACHMENT(S)

1. Map
2. Resolution



ITS Expansion on I-10: Advanced Corridor Management (TSMO) On I-10 From the Mobile County Line To 2.00 Miles East of Exit 49 (BBE)

ITS Expansion on I-10 Advanced Corridor Management (TSMO)

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2026-XX

State Requested Amendments to the FY 2024-2027 Transportation Improvement Program (TIP)

WHEREAS, the Eastern Shore Metropolitan Planning Organization (MPO) is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the Infrastructure Investment and Jobs Act, Section 11201, November 2021); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

WHEREAS, Title 23 USC 134 and 23 CFR 450.324 require that transportation projects in urbanized areas, funded by the Federal Highway Administration and the Federal Transit Administration, be included in a Transportation Improvement Program (TIP), amended as often as required, and adopted by the Eastern Shore Metropolitan Planning Organization (MPO); and

WHEREAS, consistent with the declaration of these provisions, the Eastern Shore Metropolitan Planning Organization, in cooperation with the Alabama Department of Transportation, adopted Resolution 2023-18 approving the Final FY 2024-2027 Transportation Improvement Program; and

WHEREAS, the Alabama Department of Transportation has proposed the following project to be included in the FY24-27 Transportation Improvement Program:

Project: 100071699 (PE) Federal aid number: STPAA-I010 (XXX); County: Baldwin;

- **Description:** ITS Expansion on I-10: Advanced Corridor Management (TSMO) On I-10 From The Mobile County Line To 2.00 Miles East Of Exit 49 (BBE);
- **Target Start Date:** 2/01/2026
- **Engineers Estimate:** \$277,587.53

WHEREAS, the requested amendment is required to be in the Eastern Shore MPO Transportation Improvement Program and does not involve Eastern Shore MPO funds; now

THEREFORE, BE IT RESOLVED that the Eastern Shore Metropolitan Planning Organization has reviewed the requested amendments to the FY 2024 to 2027 Transportation Improvement Program and does hereby approve the changes.

The foregoing resolution was adopted and approved on the 28th day of January 2026, by the Eastern Shore Metropolitan Planning Organization Policy Board.

Jack Burrell, Chairperson

ATTEST:

AGENDA ITEM 3
ACTION – ADOPTION OF PERFORMANCE MEASURES AND TARGETS

Eastern Shore MPO AGENDA ACTION FORM
<p>Bicycle and Pedestrian Advisory Committee – January 20, 2026</p> <p>Citizens Advisory Committee – January 20, 2026</p> <p>Technical Advisory Committee – January 21, 2026</p> <p>Policy Board Work Session – January 28, 2026</p> <p>Policy Board – January 28, 2026</p>
SUMMARY
<p>The Infrastructure Investment and Jobs Act (IIJA) requires that MPO Transportation Plans, Long Range Transportation Plan (LRTP), and Transportation Improvement Program (TIP) include Performance Measures and Targets for urbanized areas.</p> <p>MPO staff recommend supporting the Statewide Measures and Targets.</p>
RECOMMENDATION
<ul style="list-style-type: none">• BPAC recommends:• CAC recommends:• TAC recommends:
ATTACHMENT(S)
<ol style="list-style-type: none">1. Resolution

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2026-XX

Adoption of Performance Measures and Targets

WHEREAS, the Eastern Shore Metropolitan Planning Organization (MPO) is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the Infrastructure Investment and Jobs Act, Section 11201, November 2021); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

WHEREAS, federal regulations require that the Metropolitan Transportations Plans (MTP’s or LRTP’s) and Transportation Improvement Programs (TIP) include Performance Measures and Targets for urbanized areas; and

WHEREAS, the Eastern Shore Metropolitan Planning Organization (MPO), in coordination with the Federal Highway Administration (FHWA) and the Alabama Department of Transportation (ALDOT) has reviewed the requirement to adopt Performance Measures and Targets for use in the transportation process as required by 23 CFR 490.105; and

WHEREAS, the Eastern Shore MPO chooses to support the Performance Measures and Targets as follows:

FHWA Safety Performance Measures (PM1)	Annual Target - 2026
Number of Fatalities	1,000
Rate of Fatalities (per 100 million Vehicle Miles Traveled)	1,400
Number of Serious Injuries	6,200
Rate of Serious Injuries (per 100 million Vehicle Miles Traveled)	9.80
Number of Non-motorized fatalities and serious injuries	400
FHWA Bridge/Pavement Performance Measures (PM2)	Original 4-Year Target - 2026
% of Pavements of the Interstate System in Good Condition	50% or more
% of Pavements of the Interstate System in Poor Condition	5% or less
% of Pavements of the Non-Interstate NHS in Good Condition	25% or more
% of Pavements of the Non-Interstate NHS in Poor Condition	5% or less
% of NHS bridges in Good condition by deck area	20% measured in deck area or more
% of NHS bridges in Poor condition by deck area	3% measured in deck area or less
FHWA System Performance Measures (PM3)	Original 4-Year Target - 2026
% of Person-Miles Traveled on the Interstate that are Reliable	92%
% of Person-Miles Traveled on the Non-Interstate NHS that are Reliable	90%
Truck Travel Time Reliability (TTTR) Index on the Interstate	1.3
FTA Transit State of Good Repair Performance Measures	Annual Target - 2026
% of Rolling Stock (Revenue vehicles) meet or exceed Useful Life Benchmark (ULB)	Reduce inventory by 5%
% of Equipment (over \$50K) meet or exceed Useful Life Benchmark (ULB)	Reduce by 10%
% of FTA-funded Facilities with condition rating below 3.0 (average) of FTA Average TERM Scale	No more than 20% of facilities rate less than average

FTA Transit Safety Performance Measures	Annual Target 2026	
	Demand Response	Fixed Route
Fatalities	0	N/A
Rate of Fatalities	0	N/A
Injuries	9	N/A
Rate of Injuries	.000002	N/A
Safety Events	9	N/A
Rate of Safety Events	.000002	N/A
Mean distance between major mechanical failure	83,942	N/A

*rate = total number for the year/total revenue vehicle miles traveled

WHEREAS, the Alabama Department of Transportation requires the Eastern Shore MPO to implement a performance-based approach to planning and programming activities and to indicate their support of these Performance Measures and Targets within the Metropolitan Planning Organization’s urbanized area; and

WHEREAS, the Metropolitan Planning Organization has reviewed these new and amended Performance Measures and Targets and believes them to be in the best interest of the community; now

THEREFORE, BE IT RESOLVED, by the Eastern Shore Metropolitan Planning Organization, hereby adopts and agrees to support the aforementioned Performance Measures and Targets.

The foregoing resolution was adopted and approved on the 28th day of January 2026, by the Eastern Shore Metropolitan Planning Organization Policy Board.

 Jack Burrell, Chairperson

ATTEST:

AGENDA ITEM 4
ACTION – RESOLUTION ADOPTING THE BRATS PTASP

Eastern Shore MPO
AGENDA ACTION FORM

Bicycle and Pedestrian Advisory Committee – January 20, 2026
Citizens Advisory Committee – January 20, 2026
Technical Advisory Committee – January 21, 2026
Policy Board Work Session – January 28, 2026
Policy Board – January 28, 2026

SUMMARY

The Baldwin Regional Area Transit System (BRATS), the designated transit provider of the Eastern Shore MPO, has adopted a Public Transportation Agency Safety Plan (PTASP) to comply with Federal Transit Administration (FTA) requirements for 5311 and 5307 grants. The plan is required to be adopted annually.

RECOMMENDATION

- BPAC recommends:
- CAC recommends:
- TAC recommends:

ATTACHMENT(S)

1. PTASP
2. Resolution

Agency Safety Plan



Baldwin Regional Area Transit System

Baldwin Regional Area Transit System Public Transportation Agency Safety Plan

Version 6

Updated December 19, 2025

In compliance with 49 CFR Part 673

Initial Plan Developed by the
Alabama Department of Transportation
in conjunction with
The University of Alabama at Huntsville

Agency Safety Plan



Baldwin Regional Area Transit System

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1. EXECUTIVE SUMMARY

Moving Ahead for Progress in the 21st Century (MAP-21) granted the Federal Transit Administration (FTA) the authority to establish and enforce a comprehensive framework to oversee the safety of public transportation throughout the United States. MAP-21 expanded the regulatory authority of FTA to oversee safety, providing an opportunity for FTA to assist transit agencies in moving towards a more holistic, performance-based approach in Safety Management Systems (SMS). This authority was continued through the Fixing America's Surface Transportation Act (FAST Act).

In compliance with MAP-21 and the FAST Act, FTA promulgated a Public Transportation Safety Program on August 11, 2016 that adopted SMS as the foundation for developing and implementing a Safety Program. FTA is committed to developing, implementing, and consistently improving strategies and processes to ensure that public transportation providers achieve the highest practicable level of safety. SMS helps organizations improve upon their safety performance by supporting the institutionalization of beliefs, practices, and procedures for identifying, mitigating, and monitoring safety risks.

There are several components of the National Safety Program including the National Public Transportation Safety Plan (NSP) that FTA published to provide guidance on managing safety risks and safety hazards. One component is the Transit Asset Management (TAM) Plan, which was developed and implemented by public transportation agencies across the industry in 2018. The Public Transportation Agency Safety Plan (PTASP) rule, 49 CFR Part 673, and guidance provided by FTA are the subject of this document.

Safety is a core business function of all public transportation providers and should be systematically applied to every aspect of service delivery. All levels of management, administration and operations are responsible for the safety of their clientele and themselves. To improve public transportation safety to the highest practical level in the State of Alabama and comply with FTA requirements, the Alabama Department of Transportation (ALDOT) has developed this Agency Safety Plan (ASP) in collaboration with Baldwin County Commission (BCC) and Baldwin Regional Area Transit System (BRATS).

To ensure that the necessary processes are in place to accomplish both enhanced safety at the local level and contribute to the goals of the NSP, the BCC and BRATS adopt this ASP and the tenets of SMS including a Safety Management Policy (SMP) and the processes for Safety Risk Management (SRM), Safety Assurance (SA), and Safety Promotion (SP). While safety has always been a primary function at BRATS, this document lays out a process to fully implement an SMS that complies with the PTASP final rule.

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Baldwin Regional Area Transit System

A. Plan Adoption – 673.11(a)(1)

This Public Transportation Agency Safety Plan is hereby adopted, certified as compliant, and signed by:

Ann Simpson, Director of Transportation

DATE: 12/19/2025

Since BRATS is considered a department of Baldwin County, the main governing body is the Baldwin County Commission. Approval of this plan revision by the Baldwin County Commission occurred on January 7, 2025, and is documented in minutes of the Commission Meeting found in Appendix C.

B. Certification of Compliance – 673.13(a)(b)

Baldwin County Commission originally approved the Baldwin Regional Area Transit System (BRATS) Public Transportation Agency Safety Plan (PTSAP) on April 21, 2020.

The Baldwin County Commission approved the BRATS PTASP Version 2 on December 21, 2021.

The Baldwin County Commission approved the BRATS PTASP Version 3 on December 20, 2022.

The Baldwin County Commission approved the BRATS PTASP Version 4 on January 2, 2024.

The Baldwin County Commission approved the BRATS PTASP Version 5 on January 7, 2025, as evidenced by Commission approval shown in Appendix C of this plan.

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2. TRANSIT AGENCY INFORMATION – 673.23(D)

BRATS makes every effort to serve the needs of all the citizens of Baldwin County. Anyone of age and ability is eligible to enjoy the public transit system. The transit program provides many with increased independence, supports an active lifestyle, reduces traffic congestion, helps protect the local environment and provides greater access to our community. BRATS provides county-wide Demand Response transportation between 6 am and 5 pm, Monday through Friday.

As Baldwin County’s only public transit system, BRATS also assists the community during emergency evacuations. Funding for BRATS is provided by the Baldwin County Commission and FTA grants as a direct recipient and as a sub-recipient of funds administered by ALDOT.

Table 1 contains agency information, and an organizational chart for BRATS is provided in Figure 1.

Table 1: Agency Information

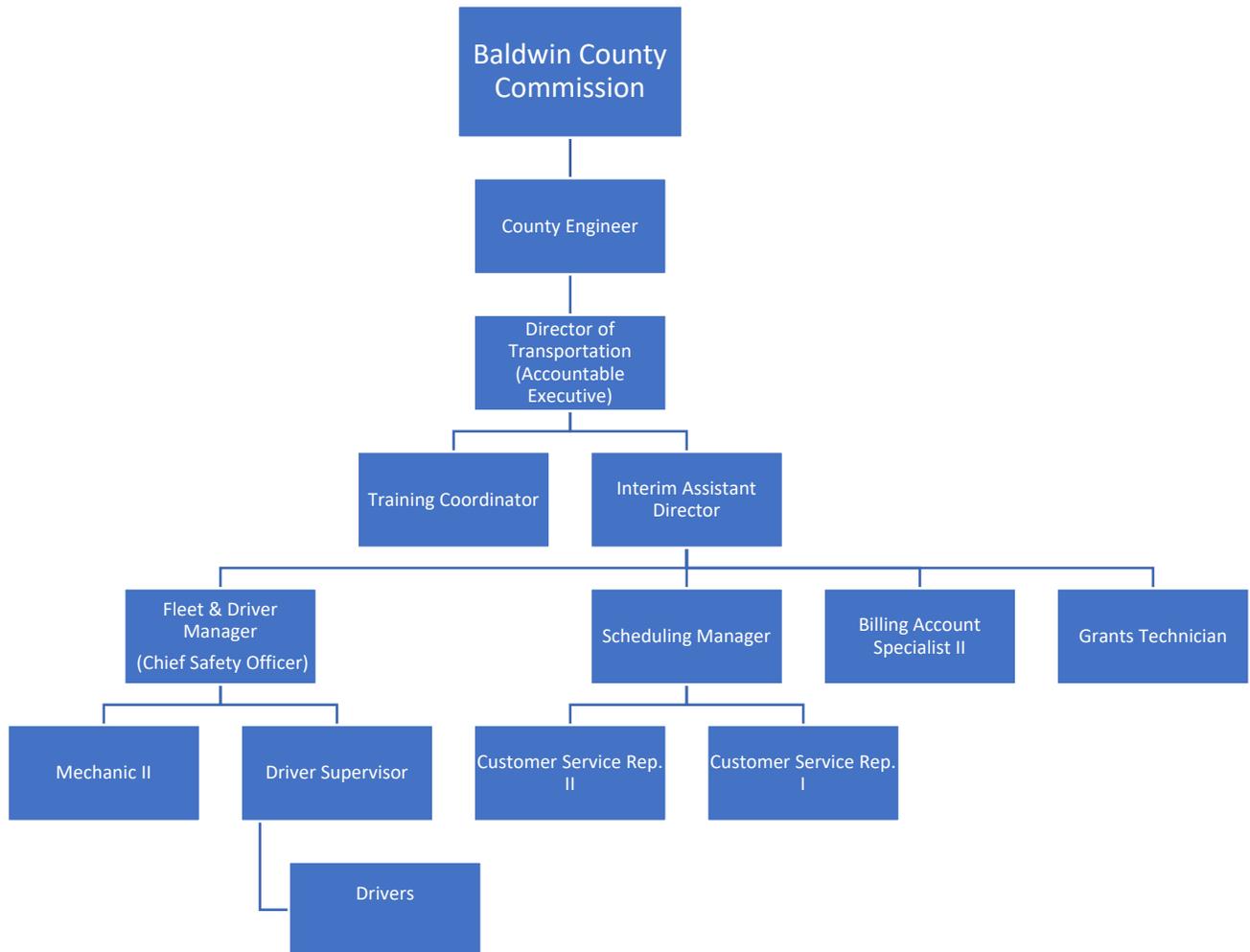
Information Type	Information
Full Transit Agency Name	Baldwin Regional Area Transit System
Transit Agency Address	18100 County Road 54, Robertsedale, Alabama 36567
Name and Title of Accountable Executive 673.23(d)(1)	Ann Simpson, Director of Transportation
Name of Chief Safety Officer or SMS Executive 673.23(d)(2)	Ron Stewart, Fleet & Driver Manager
KEY STAFF	Janice Nicholson, Interim Asst. Director Ron Areneson, Training Coordinator Joy Callaway, Driver Supervisor Sarah Middleton, Scheduling Manager
Mode(s) of Service Covered by This Plan 673.11(b)	Demand Response
List All FTA Funding Types (e.g., 5307, 5310, 5311)	5311 and 5307
Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)	Demand Response
Does the agency provide transit services on behalf of another transit agency or entity?	NO
Vehicles Operated at Maximum Service	Approximately 30

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Figure 1: BRATS Organizational Chart



Authorities & Responsibilities – 673.23(d)

BRATS has established the necessary authority, accountabilities, and responsibilities for the management of safety amongst the key individuals within the organization, as those individuals relate to the development and management of our SMS. In general, the following defines the authority and responsibilities associated with our organization.

The **Accountable Executive** has ultimate responsibility for carrying out the SMS of our public transportation agency, and control or direction over the human and capital resources needed to develop and maintain both the ASP (in accordance with 49 U.S.C. 5329(d)), and the agency's TAM Plan, in accordance with 49 U.S.C. 5326. The Accountable Executive has authority and responsibility to address substandard performance in BRATS' SMS per 673.23(d)(1).

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The **Chief Safety Officer (CSO)** is an adequately trained individual who has the authority and responsibility as designated by the Accountable Executive for the day-to-day implementation and operation of BRATS' SMS.

Additional Agency leadership and executive management, who have authority or responsibility for day-to-day implementation and operation of our agency's SMS are the Assistant Director, Scheduling Manager, Training Manager, and Driver Supervisor.

In addition to the BRATS staff, the Baldwin County Commission employs a full-time Safety Coordinator and Risk Manager that work with employees, county-wide. The BRATS designated CSO works closely with the County Safety Coordinator and Risk Manager throughout the SMS process. The County hosts periodic countywide Safety Committee meetings. The BRATS CSO is an active member of the County Safety Committee.

All non-driver BRATS team members provide essential support to the Accountable Executive, and CSO, in developing, implementing, and operating the agency's SMS to varying degrees.

Front line employees perform the daily tasks and activities where hazards can be readily identified so the hazards can be addressed before becoming adverse events. Front line employees are critical to SMS success through each employee's respective role in reporting safety hazards, which is where an effective SMS and a positive safety culture begins.

The **Risk Management Team** and **Safety Committee** referred to in this document are synonymous and are composed of the BRATS management team. Management meetings are held regularly where new and outstanding safety issues and performance are addressed.

Further details regarding specific responsibilities at the Management, Supervisor and Employee levels have been provided in Section VII of the *Baldwin County Employee Handbook* and the *Position Descriptions* (Appendix A, Table 7 lists the document name).

3. SAFETY POLICIES AND PROCEDURES

A. Safety Management Policy – 673.23(a)

Safety is BRATS' top priority. BRATS is committed to implementing, developing, and improving strategies, management systems, and processes to ensure that all activities uphold the highest level of safety performance and meet required safety standards. BRATS is committed to the following safety objectives:

- We will develop and embed a safety culture in our activities that recognizes the importance and value of effective safety management and acknowledges that safety is paramount.
- Communicate to staff the purpose and benefits of the Safety Management System (SMS) and their responsibilities for the operation of the Safety Management System.

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- For passengers and employees, we will minimize the safety risk associated with transit service to as low as reasonably practicable and we will work to comply with legislative and regulatory requirements and standards.
- Work to ensure that all employees are provided with adequate and appropriate safety information and training, are competent in safety matters, and are only allocated tasks commensurate with their skills.
- Establish safety performance targets to help measure the overall effectiveness of our processes and ensure we meet our safety objectives.
- Provide a culture of open reporting of safety concerns, ensuring that no adverse action will be taken against any employee who discloses a safety concern through BRATS' Employee Safety Reporting Program (ESRP), unless such disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures.
- Provide appropriate management involvement and the necessary resources to establish an effective ESRP that will encourage employees to communicate and report any unsafe work conditions, hazards, or at-risk behavior to the management team.
- Communicate safety performance to the entire BRATS organization.

I. Employee Safety Reporting Program – 673.23(b)

Frontline employees are a significant source of safety data. These employees are typically the first to identify unsafe conditions that arise from unplanned conditions either on the vehicles, in the maintenance shop, or in the field during operations. BRATS has implemented a process that allows employees to report safety conditions to senior management, provides protections for employees who report safety conditions to senior management, and a description of employee behaviors that may result in disciplinary action.

REPORTING PROCESS

BRATS' *Team Member Manual* describes the steps an employee should take to provide any type of employee feedback. The *Baldwin County Employee Handbook* sets forth Safety Rules (see Page VII-11 & VII-12) which require employees to "report unsafe acts and unsafe conditions to the department supervisor immediately." The *BRATS Team Member Manual* reinforces this requirement. However, employees are not penalized or discouraged from reporting a safety concern at any time after-the-fact.

Team Members have two options for reporting a safety concern:

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1) One option is to call and report the safety concern to the Director of Transportation (Accountable Executive), the Driver & Fleet Manager (CSO), the Driver Supervisor, Customer Service Manager, or any agency leadership or key staff. The individuals who receive this verbal report will document the details in the BRATS Team Member Portal using the electronic Safety Concern Form.

2) Another option is to self-report by completing the electronic Safety Concern form available on the BRATS Team Member Portal which is accessible on the driver mobile devices.

PROTECTION FOR TEAM MEMBERS WHO REPORT

All feedback given by BRATS team members is treated as highly valuable information and therefore is protected and made available to all BRATS leadership. Protecting the integrity of the reporting process is continually stressed across the entire team.

A Team Member can elect to remain anonymous under either of the two reporting options. Any Team Member who retaliates against another Team Member based on a reported safety concern, will receive disciplinary action, including potential termination.

EMPLOYEE BEHAVIORS THAT MAY RESULT IN DISCIPLINE:

In general, BRATS *Team Member Manual*, in conjunction with the *Baldwin County Employee Handbook*, will provide guidance indicating what employee behaviors are not protected and may result in discipline.

II. Communicating the Policy Throughout the Agency – 673.23(c)

BRATS is committed to ensuring the safety of our passengers, personnel and operations. Part of that commitment is developing an SMS and agencywide safety culture that reduces agency risk to the lowest level possible. The first step in developing a full SMS and agencywide safety culture is communicating our SMP throughout the agency.

This communication strategy will include posting the policy in prominent work locations (which may include electronic locations) for existing employees and including the policy statement to the on-boarding material for all new employees. In addition, the policy statement will become part of our regular safety trainings and other safety communications efforts. The policy will be signed by the Accountable Executive so that all employees know that the policy is supported by management.

B. PTASP Development – 673.11(d)

This PTASP was developed by ALDOT, on behalf of the Baldwin County Commission and Baldwin Regional Area Transit System (BRATS) in accordance with all requirements stated in 49 CFR Part 673 applicable to a small public transportation provider. ALDOT mailed a formal call for participation in a State sponsored PTASP development process to all Alabama Section 5307 small bus transit agencies on January 15, 2019 and followed that call with a series of phone calls and additional correspondence. BRATS provided a letter to ALDOT opting into participation on March 15, 2019 and was an active

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participant in the development of this plan through sharing existing documentation and participating in communication and coordination throughout the development of the plan. The BRATS documentation used in the development of this plan is presented in Table 6, in Appendix A. Once the documents were reviewed, an on-site interview was conducted with BRATS to gain a better understanding of the agency and agency personnel. This understanding was necessary to ensure that the ASP was developed to fit BRATS' size, operational characteristics, and capabilities. The draft ASP was delivered to BRATS in January 2020 for review and comment. Once the review was completed and adjustments made, the final document was delivered to BRATS for review and adoption.

In support of tracking performance on our Safety Assurance and Safety Promotion processes, BRATS conducts a yearly safety culture survey. The survey is intended to help BRATS assess how well we communicate safety and safety performance information throughout our organization by gauging how safety is perceived and embraced by BRATS' administrators, supervisors, staff and contractors. The survey is designed to help us assess how well we are conveying information on hazards and safety risks relevant to employees' roles and responsibilities and informing employees of safety actions taken in response to reports submitted through our ESRP. Results from our most recent survey were analyzed and incorporated into the implementation strategies contained in this ASP.

C. PTASP Annual Review – 673.11(a)(5)

As part of BRATS' ongoing commitment to fully implementing SMS and engaging our employees in developing a robust safety culture, BRATS will review the ASP and supporting documentation annually. The review will be conducted as a precursor to certifying to FTA that the ASP is fully compliant with 49 CFR Part 673 and accurately reflects the agency's current implementation status. Certification will be accomplished through BRATS' annual Certifications and Assurances reporting to FTA.

The ASP will be jointly reviewed by the BRATS management team each year. If updates to the ASP are required, the changes will be noted, the Accountable Executive will review the changes, sign and date the updated ASP, and forward to the County Commission for review and approval. If the annual review results in no updates, the date of the review will be documented in Appendix B.

The annual ASP review consist of the activities provided below in Table 2.

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Table 2: ASP Annual Update Activities

Task
Review Agency Operations
Review SMS Documentation <i>Safety Policy;</i> <i>Risk Management;</i> <i>Safety Assurance; and</i> <i>Safety Promotion.</i>
Review Previous Targets and Set or Continue Targets
Report Targets to NTD, ALDOT, Eastern Shore Metropolitan Planning Organization
Make Any Necessary Adjustments to PTASP
Update Version No., Adopt & Certify Plan Compliance

The following Table 3 will be used to record final changes made to the ASP during the annual update. This will be a permanent record of the changes to the ASP over time.

Table 3: ASP Record of Changes

Document Version	Section/Pages Changed	Reason for Change	Reviewer Name	Date of Change
Header	Text	Text	Text	Text
Header	Text	Text	Text	Text
Header	Text	Text	Text	Text

The implementation of SMS is an ongoing and iterative process, and, as such, this PTASP is a working document. A clear record of changes and adjustments is kept for the benefit of safety plan performance management and to comply with Federal statutes.

D. PTASP Maintenance – 673.11(a)(2); (c)

BRATS will follow the annual review process outlined above and adjust this ASP as necessary to accurately reflect current implementation status. This plan will document the processes and activities related to SMS implementation as required under 49 CFR Part 673 Subpart C and will make necessary updates to this ASP as BRATS continues to develop and refine the SMS process.

E. PTASP Documentation and Recordkeeping – 673.31

BRATS will maintain documents that set forth our Agency Safety Plan, including those related to the implementation of BRATS’ SMS, and results from SMS processes and activities. BRATS will also maintain documents that are included in whole, or by reference, that describe the programs, policies, and

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procedures that the agency uses to carry out our ASP and all iterations of those documents. These documents will be made available upon request to the FTA, other Federal entity, or ALDOT. BRATS will maintain these documents for a minimum of three years after they are created. These additional supporting documents are cataloged in Appendix A and the list will be kept current as a part of the annual ASP review and update.

F. Safety Performance Measures – 673.11(a)(3)

The PTASP Final Rule, 49 CFR Part 673.11(a)(3), requires all public transportation providers that must develop an ASP to include safety performance targets (SPTs) based on the safety performance measures established under the NSP. The safety performance measures outlined in the NSP were developed to ensure that the measures can be applied to all modes of public transportation and are based on data currently being submitted to the National Transit Database (NTD). The safety performance measures included in the NSP are fatalities, injuries, safety events, and system reliability (state of good repair as developed and tracked in the Transit Asset Management Plan).

There are seven (7) SPTs that must be included in each ASP that are based on the four (4) performance measures in the NSP. These SPTs are presented in terms of total numbers reported and rate per Vehicle Revenue Mile (VRM). Each of the seven (7) is required to be reported by mode as presented in Table 4.

Table 4: NSP Safety Performance Measures

Safety Performance Measure	SPT	SPT
Fatalities	Total Number Reported	Rate Per Total VRM
Injuries	Total Number Reported	Rate Per Total VRM
Safety Events	Total Number Reported	Rate Per Total VRM
System Reliability	Mean distance between major mechanical failure	

Table 5 presents BRATS Safety Performance Targets based on the review of the previous 5 years of BRATS safety performance NTD data (2021-2025).

Table 5: BRATS Demand Response Safety Performance Targets

Safety Performance	Fatalities (total)	Fatalities Rate per Total VRM*	Injuries (total)	Injuries Rate per Total VRM*	Safety Events (total)	Safety Events Rate per Total VRM*	System Reliability (Mean Distance Between Major Mechanical Failure**)
TARGET	0	0	0	0	0	0	75,000 revenue miles
ACTUAL (5 YR AVG)	0	0	9	.000002	9	.000002	83,942 revenue miles

*rate = total number of fatalities/injuries/events for the period 2021-2025/total revenue vehicle miles traveled for same period

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**Vehicle Revenue Miles for 2021-2025 / Major Mechanical Failures for 2021-2025

As part of the annual review of the ASP, BRATS will reevaluate safety performance targets to determine if they should be refined.

G. Safety Performance Target Coordination – 673.15(a)(b)

BRATS will report our SPTs to ALDOT and the Eastern Shore Metropolitan Planning Organization (MPO) to aid in their respective regional and long-range planning processes. BRATS personnel are available to coordinate with ALDOT and the MPO in the selection of State and MPO SPTs upon request.

Each year during the FTA Certifications and Assurances reporting process, BRATS will transmit any updates to our SPTs to both the Eastern Shore MPO and ALDOT (unless those agencies specify another time in writing).

4. SAFETY MANAGEMENT SYSTEMS – 673 SUBPART C

As noted previously, the FTA has adopted SMS as the basis for improving safety across the public transportation industry. In compliance with the NSP, National Public Transportation Safety Plan, and 49 CFR Part 673, BRATS is adopting SMS as the basis for directing and managing safety and risk at our agency. BRATS has always viewed safety as a core business function. All levels of management and employees are accountable for appropriately identifying, reporting, and effectively managing risk in all activities and operations to deliver improvements in safety and reduce risk to the lowest practical level in service delivery.

SMS is comprised of four basic components – Safety Management Policy (SMP), Safety Risk Management (SRM), Safety Assurance (SA), and Safety Promotion (SP). The SMP and SP are the enablers that provide structure and supporting activities that make SRM and SA possible and sustainable. The SRM and SA are the processes and activities for effectively managing safety as presented in Figure 2.

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Figure 2: Safety Management Systems



Implementing SMS at BRATS will be a major undertaking over the next several years. This ASP is the first step to putting in place a systematic approach to managing the agency's risk. BRATS has already taken several steps to implement SMS, such as developing this initial ASP, designating a CSO, identifying SMS roles and responsibilities, key stakeholder groups and key staff to support this process.

A. Safety Risk Management – 673.25

By adopting this ASP, BRATS is establishing the SRM process presented in Figure 3 for identifying hazards and analyzing, assessing, and mitigating safety risk in compliance with the requirements of 49 CFR Part 673.25.

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Figure 3: Safety Risk Management Process



The SRM is focused on implementing and improving actionable strategies that BRATS has undertaken to identify, assess and mitigate risk. The creation of a risk register provides an accessible resource for documenting the SRM process, tracking the identified risks, and documenting the effectiveness of mitigation strategies in meeting defined safety objectives and performance measures. The draft Risk Register is presented in Figure 4.

Figure 4: Draft Risk Register

Hazard	Type	Likelihood	Consequence	Resolution

What is wrong?

What could happen

What could mitigate this?

As the SRM process progresses through the steps of identifying what may be wrong, what could happen as a result, and what steps BRATS is taking to resolve the risk and mitigate the hazard, the CSO completes the various components of the Risk Register. These components include the use of safety hazard identification, safety risk assessment, and safety risk mitigation.

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I. Safety Hazard Identification – 673.25(b)

In the SRM process, a Hazard is any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infra-structure of a public transportation system; or damage to the environment.

Hazard identification focuses on out of the norm conditions that need special attention or immediate action, new procedures or training to resolve a condition that is unacceptable and return conditions to an acceptable level. BRATS uses a variety of mechanisms for identifying and documenting hazards, namely:

- Through training and reporting procedures, BRATS ensures personnel can identify hazards and that each employee clearly understands that they have a responsibility to immediately report any safety hazards identified to their supervisors. Continued training helps employees to develop and improve the skills needed to identify hazards.
- Employee hazard training coupled with the Employee Safety Report Program (ESRP) ensures that BRATS has full use of information from frontline employees for hazard identification.
- Upon receiving the Safety Concern, the reported concern/hazard will be directed to the CSO for entry into the risk register for risk assessment, classification, and possible mitigation.
- Standard reporting forms include (e.g. Pre- and Post-trip Inspection Forms and Driver Request for Vehicle Service where drivers can request specific maintenance work for safety hazards identified in pre- or post-trip inspections such as low fluids or soft brakes) and other reports completed on a routine basis by administrative, operational and maintenance employees. The *BRATS Team Member Manual* contains procedures for flagging and reporting hazards as a part of day-to-day operations.
- The CSO, in conjunction with Agency Leadership, perform safety assessments and recommend methods to reduce identified hazards.
- BRATS uses Safety Concern reports and records associated with the event to determine specific areas of training that need to be covered with employees to ensure safety hazard identification is continually improved, and so that hazards are identified before an event recurrence.
- Safety Concern reports are also analyzed by the safety committee to identify any recurring patterns or themes that would help to identify underlying hazards and root causes of the event that can be mitigated to prevent recurrence.
- The CSO, risk management personnel, and subject matter experts are also encouraged to participate in available professional development activities and peer-to-peer exchanges as a source of expertise and information on lessons learned and best practices in hazard identification.
- Other sources for hazard identification include:



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- ESRP
- Inspections of personnel job performance, vehicles, facilities and other data
- Observations from supervisors
- Investigations of safety events
- Review of monthly performance and safety data
- Training and evaluation records
- Review of vehicle video footage
- Audits of vehicles and facilities
- External sources of hazard information could include:
 - FTA and other federal or state authorities
 - Reports from passengers or the general public
 - Safety bulletins from manufacturers or industry associations

The Chief Safety Officer may conduct further analyses of hazards and consequences entered into the Safety Risk Register to collect information and identify additional consequences and to inform which hazards should be prioritized for safety risk assessment. In following up on identified hazards, the Chief Safety Officer may:

- Reach out to the reporting party, if available, to gather all known information about the reported hazard;
- Conduct a walkthrough of the affected area, assessing the possible hazardous condition, generating visual documentation (photographs and/or video), and taking any measurements deemed necessary;
- Conduct interviews with employees in the area to gather potentially relevant information on the reported hazard;
- Review any documentation associated with the hazard (records, reports, procedures, inspections, technical documents, etc.);
- Contact other departments that may have association with or technical knowledge relevant to the reported hazard;
- Review any past reported hazards of a similar nature; and
- Evaluate tasks and/or processes associated with the reported hazard

In addition to identifying the hazard, the hazard identification process also classifies the hazard by type (organizational, technical or environmental) and subcategory when necessary.

II. Safety Risk Assessment – 673.25(c)

BRATS has established methods to assess the likelihood and severity of the consequences of identified hazards, and prioritize the hazards based on the safety risk. The process continues the use of the risk register to address the next two components.

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To accurately assess a risk of specific positions, the Baldwin County Personnel Department performs Job Safety and Health Analysis (JSHA) on different job descriptions, which it reviews on a periodic basis. The JSHA sets a baseline of potential hazards that might be encountered in specific positions. As stated in the *Baldwin County Employee Handbook*, JSHA is simply the study of job-related tasks and possible hazards and the implementation of methods to reduce the identified hazards.

To accurately assess a risk, BRATS performs investigations of accidents or crashes and reported safety concerns. Safety risk is based on an assessment of the likelihood of a potential consequence and the potential severity of the consequences in terms of resulting harm or damage. The risk assessment also considers any previous mitigation efforts and the effectiveness of those efforts. The results of the assessment are used to populate the third and fourth components of the Risk Register as presented in Figure 5.

Figure 5: Safety Risk Assessment Steps in Populating the Risk Register

Hazard	Type	Likelihood	Consequence	Resolution

The risk assessment is conducted by the CSO and the safety committee supplemented by subject matter experts from the respective department or section to which the risk applies. The process employs a safety risk matrix, similar to the one presented in Figure 6, that allows the safety team to visualize the assessed likelihood and severity to help decision-makers understand when actions are necessary to reduce or mitigate safety risk.

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Figure 6: Safety Risk Assessment Matrix

RISK ASSESSMENT MATRIX				
SEVERITY LIKELIHOOD	Catastrophic (1)	Critical (2)	Marginal (3)	Negligible (4)
Frequent (A)	High	High	High	Medium
Probable (B)	High	High	Medium	Medium
Occasional (C)	High	Medium	Medium	Low
Remote (D)	Medium	Medium	Low	Low
Improbable (E)	Medium	Low	Low	Low

This matrix expresses assessed risk as a combination of one severity category and one likelihood level, also referred to as a hazard rating. For example, a risk may be assessed as “1A” or the combination of a Catastrophic (1) severity category and a Frequent (A) probability level. This matrix also categorizes combined risks into levels, High, Medium, or Low, based on the likelihood of occurrence and severity of the outcome.

For purposes of accepting risk:

- “High” hazard ratings will be considered unacceptable and require action from BRATS to mitigate the safety risk,
- “Medium” hazard ratings will be considered undesirable and require BRAT’s Safety Committee to make a decision regarding their acceptability, and
- “Low” hazard ratings may be accepted by the Chief Safety Officer without additional review.

Using a categorization of High, Medium, or Low allows for hazards to be prioritized for mitigation based on their associated safety risk. Once a hazard’s likelihood and severity have been assessed, the CSO enters the hazard assessment into the risk register that is used to document the individual hazard and the type of risk it represents. This information is used to move to the next step, which is hazard mitigation.

III. Safety Risk Mitigation – 673.25(d)

Upon completion of the risk assessment, the CSO and the safety committee continue populating the Risk Register by identifying mitigations or strategies necessary to reduce the likelihood and/or severity of the

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consequences. In this step, the goal is to avoid or eliminate the hazard or, when elimination is not likely or feasible, reduce the assessed risk rating to an acceptable level (Figure 7). However, mitigations do not typically eliminate the risk entirely.

Figure 7: Risk Register Mitigation Component

Hazard	Type	Likelihood	Consequence	Resolution

To accomplish this objective, the CSO, through the safety compliance committee, works with subject matter experts from the respective department or section to which the risk applies. The risk management team then conducts a brainstorming exercise to elicit feedback from staff and management with the highest level of expertise in the components of the hazard.

Documented risk resolution and hazard mitigation activities from previous risk register entries and their documented level of success at achieving the desired safety objectives may also be reviewed and considered in the process. If the hazard is external (e.g. roadway construction by an outside agency), information and input from external actors or experts may also be sought in order to take advantage of all reasonably available resources and avoid any unintended consequences.

Once a mitigation strategy is selected and adopted, the strategy is assigned to an appropriate staff member or team for implementation. The assigned personnel and their specific responsibilities are entered into the risk register under the Resolution section. The CSO is responsible for documenting the mitigation effort including whether the mitigation was carried out as designed and whether the intended safety objectives were achieved. This information is recorded in the appendix to the risk register for use in subsequent safety SA activities and to monitor the effectiveness of the SRM program.

B. Safety Assurance – 673.27 (a)

Safety Assurance means processes within the BRATS SMS that function to ensure a) the implementation and effectiveness of safety risk mitigation, and b) to ensure that BRATS meets or exceeds our safety objectives through the collection, measurement, analysis and assessment of information.

SA helps to ensure early identification of potential safety issues. It also ensures that safeguards are in place and are effective in meeting BRATS' critical safety objectives and contribute towards SPTs.

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Through our Safety Assurance process, BRATS:

- Evaluates our compliance with operations and maintenance procedures to determine whether our existing rules and procedures are sufficient to control our safety risk;
- Assesses the effectiveness of safety risk mitigations to make sure the mitigations are appropriate and are implemented as intended;
- Investigates safety events to identify causal factors; and
- Analyzes information from safety reporting, including data about safety failures, defects, or conditions.

I. Safety Performance Monitoring and Measuring – 673.27 (b)

As the first step in the BRATS SA program, BRATS collects and monitors data on safety performance indicators through a variety of mechanisms described in the following sections. Safety performance indicators can provide early warning signs about safety risks. BRATS relies on leading indicators (self inspections, employee safety training, employee reporting of safety concerns, and safety audits and surveys) and on lagging indicators (accident investigations, lost hours/days, property or personal damage claims) which represent negative safety outcomes that should be avoided or mitigated in the future. In addition to the day-to-day monitoring and investigation procedures detailed below, BRATS will review and document the safety performance monitoring and measuring processes as part of the annual update of this ASP.

MONITORING COMPLIANCE AND SUFFICIENCY OF PROCEDURES 673.27 (B)(1)

BRATS monitors our system for personnel compliance with operations and maintenance procedures and also monitors these procedures for sufficiency in meeting safety objectives. A list of documents describing the safety related operations and maintenance procedures cited in this ASP is provided in Appendix A of this document.

BRATS has many processes in place to monitor its transit system for compliance with operations and maintenance procedures, including:

- Random Inspections (vehicles & facilities)
- Review of onboard camera footage to assess drivers and specific incidents
- Safety surveys
- ESRP
- Investigation of safety occurrences
- Daily data gathering and monitoring of data related to the delivery of service
- Daily vehicle inspections and preventative maintenance

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BRATS addresses non-compliance with standard procedures for operations and maintenance activities through a variety of actions including revision of training materials and delivery of employee and management training if the non-compliance is systemic. If the non-compliance is situational, then activities may include supplemental individualized training, coaching, and heightened management oversight, among other approaches.

MONITORING OPERATIONS 673.27(B)(2)

Management is required to monitor investigation reports of safety events and SRM resolution reports to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended. If it is determined that the safety risk mitigation did not bring the risk to an acceptable level or otherwise failed to meet safety objectives, then the supervisor resubmits the safety risk/hazard to the SRM process. The CSO will work with the supervisor and subject matter experts to reanalyze the hazard and consequences and identify additional mitigation or alternative approaches to implementing the mitigation.

II. Safety Event Investigation – 673.27(b)(3)

BRATS currently conducts investigations of safety events. From a SA perspective the objective of the investigation is to identify causal factors of the event to identify actionable strategies that BRATS can employ to address any identifiable organizational, technical or environmental hazard at the root cause of the safety event.

BRATS' current investigation process varies depending on the type of safety event. Investigations for Accidents, Incident, and some Occurrences will be based on the *Baldwin County Handbook* guidelines (specifically Section VII, C. Loss and Safety Investigation) which meet current local, state and federal procedural guidelines and requirements, but relies heavily on existing available supporting materials (e.g. driver and witness statements, supervisor reports, police reports, camera footage and electronic device recordings and records, photographs, analysis reports, etc.). The investigation of minor occurrences may be as simple as a phone conversation with the team member who reported the issue.

MONITORING INTERNAL SAFETY REPORTING PROGRAMS 673.27(B)(4)

The Chief Safety Officer and Safety Committee routinely review safety data captured in employee safety inspection reports, safety incident reports, customer complaints, and other safety communication channels. When necessary, the Chief Safety Officer and Safety Committee ensure that the concerns are investigated or analyzed through the SRM process. The Chief Safety Officer and Safety Committee also review internal and external reviews, including audits and assessments, with findings concerning safety performance, compliance with operations and maintenance procedures, or the effectiveness of safety risk mitigations.



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C. Safety Promotion – 673.29

Management support is essential to developing and implementing SMS. SP includes all aspects of how, why, when and to whom management communicates safety related topics. SP also includes when and how training is provided. The following sections outline both the safety competencies and training that BRATS will implement and how safety related information will be communicated.

I. Safety Competencies and Training – 673.29(a)

BRATS provides comprehensive training to all employees regarding each employee's job duties and general responsibilities. This training includes safety responsibilities related to their position. In addition, several driver safety meetings are held throughout the year to ensure that safety related information is relayed. This is in addition to the constant communication between management and team members about safety related issues.

As part of SMS implementation, BRATS conducts the following activities:

- Safety Culture Survey
- Conduct a thorough review of all current general staff categories (administrative, driver, supervisor, mechanic, maintenance, etc.) and their safety related responsibilities.
- Assess the training material available on the FTA PTASP Technical Assistance Center website.
- Develop a set of competencies and training required to meet the safety related activities for each general staff category.
- Mandatory onboarding training for new staff with a primary focus on drivers, which includes the following:
 - Admin Orientation and Drive Check
 - Defensive Driving and Safety Course (includes ADA compliance and intensive mobility device securement)
 - Paperwork, Mobile Device used for communicating Schedule/Manifest, and Admin Training
 - Shadowing Existing Drivers, Learning Routes, and Driving with Observer.
- Mandatory training throughout the year including practical skills test and policy and procedure training including the following:
 - Local Roadeo (includes scored driving course and written test)
 - Preventative Maintenance, Pre-trip, and Post Trip Training
 - Mobility Device Securement Testing/Training
 - Annual Safety Training (focus on policies and procedures)



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- Ongoing refresher training or retraining on a routine basis and on a case-by-case basis as determined through Safety Concern reports and investigations. This will apply to all agency personnel and contractors.
- BRATS maintains a training list to track progress on individuals and groups within the organization.
- Adjust job notices associated with general staff categories to ensure that new personnel understand the safety related competencies and training needs and the safety related responsibilities of the job.

II. Safety Communication – 673.29(b)

BRATS regularly communicates safety and safety performance information throughout the agency's organization that, at a minimum, conveys information on hazards and safety risks relevant to employees' roles and responsibilities and informs employees of safety actions taken in response to reports submitted through the ESRP (noted in Section 3.A.I) or other means.

BRATS reports any safety related information to the Baldwin County Safety Committee, and the Baldwin County Commission, at their regular meetings and will begin including safety performance information. In addition, BRATS holds regularly scheduled training meetings with drivers (as outlined above) to ensure that any safety related information is passed along that would affect the execution of their duties. BRATS also posts safety related and other pertinent information in common areas (including electronic postings) for all employees.

BRATS communicates safety and performance information to all staff. Personal information that may be confidential will be limited to distribution among the management team and appropriate County personnel. The determination to send safety information to all employees in a single periodic publication was made after considering the following questions:

What information does this individual need to do their job?

How can we ensure the individual understands what is communicated?

How can we ensure the individual understands what action they must take as a result of the information?

How can we ensure the information is accurate and kept up-to-date?

Are there any privacy or security concerns to consider when sharing information? If so, what should we do to address these concerns?

In addition, BRATS will review our current communications strategies and determine if other procedures are needed. As part of this effort, BRATS has conducted, and will continue to conduct, a safety culture survey to understand how safety is perceived in the workplace and what areas BRATS should be addressing to fully implement a safety culture at our agency.

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5. APPENDIX A

Table 6: PTASP Supporting Documents

Document Name	Document Owner
Eastern Shore MPO 2040 Long Range Transportation Plan	ESMPO
FY 2024-2027 Transportation Improvement Program	ESMPO
Accident Checklist Cover Sheet	BCC
ALDOT Transit Asset Management Plan	ALDOT
Baldwin County Employee Handbook	BCC
BRATS Emergency Response & Evacuation Policy	BRATS
BRATS Maintenance Plan	BRATS
BRATS Zero Tolerance Substance Abuse Policy	BRATS
Collision Report	BRATS
Dispatch Collision/Incident Report	BRATS
Driver Procedure Guidelines / Submittal Process for Mechanical Issues	BRATS
Driver Procedure Guidelines / Wheelchair Securement	BRATS
Driver Procedure Guidelines / Accident & Incident	BRATS
Driver Procedure Guidelines / Complaints	BRATS
Driver Procedure Guidelines / Pre-Trip & Post Trip Paperwork	BRATS
Driver Supervisor Procedure Guidelines / Safety Training	BRATS
New Operator Training Packet	BRATS
Facility Maintenance Plan – Emergency Operations Plan	BCC
Section 5307/5311 Subrecipient Site Visit Checklist	ALDOT
History of Accidents/Incidents	BRATS
Injury/Incident Report	BRATS
Position Descriptions	BRATS
Property Damage/Collision/Injury/Illness Investigation Report	BCC
Public Transit Plan	ESMPO
Standard Operating Procedure Guidelines	BRATS
Employee Protections Referral Memo	US Department of Labor
Mechanics Bus Maintenance Procedure Guidelines	BRATS

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A. Glossary of Terms

The terms below are taken directly from 49 CFR 673.5, Definitions. The meaning of any other terms in this document shall be as defined in the applicable source law, regulation, or manual.

Accident - an Event that involves any of the following: A loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; a runaway train; an evacuation for life safety reasons; or any derailment of a rail transit vehicle, at any location, at any time, whatever the cause.

Accountable Executive - a single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of a public transportation agency; responsibility for carrying out the agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the agency's Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. 5329(d), and the agency's Transit Asset Management Plan in accordance with 49 U.S.C. 5326.

Chief Safety Officer - an adequately trained individual who has responsibility for safety and reports directly to a transit agency's chief executive officer, general manager, president, or equivalent officer. A Chief Safety Officer may not serve in other operational or maintenance capacities, unless the Chief Safety Officer is employed by a transit agency that is a small public transportation provider as defined in this part, or a public transportation provider that does not operate a rail fixed guideway public transportation system.

Equivalent Authority - an entity that carries out duties similar to that of a Board of Directors, for a recipient or subrecipient of FTA funds under 49 U.S.C. Chapter 53, including sufficient authority to review and approve a recipient or subrecipient's Public Transportation Agency Safety Plan.

Event - any Accident, Incident, or Occurrence.

FTA - Federal Transit Administration, an operating administration within the United States Department of Transportation.

Hazard - any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.

Incident - an event that involves any of the following: A personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.

Investigation - the process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.

National Public Transportation Safety Plan - the plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53.

Occurrence - an Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency.

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Operator of a public transportation system - a provider of public transportation as defined under 49 U.S.C. 5302(14).

Performance measure - an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.

Performance target - a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the Federal Transit Administration (FTA).

Public Transportation Agency Safety Plan - the documented comprehensive agency safety plan for a transit agency that is required by 49 U.S.C. 5329 and this part.

Risk - the composite of predicted severity and likelihood of the potential effect of a hazard.

Risk mitigation - a method or methods to eliminate or reduce the effects of hazards.

Safety Assurance - processes within a transit agency's Safety Management System that functions to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.

Safety Management Policy - a transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities of its employees in regard to safety.

Safety Management System (SMS) - the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards.

Safety Management System (SMS) Executive - a Chief Safety Officer or an equivalent.

Safety performance target - a Performance Target related to safety management activities.

Safety Promotion - a combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.

Safety risk assessment - the formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.

Safety Risk Management - a process within a transit agency's Public Transportation Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating safety risk.

Serious injury - any injury which:

- Requires hospitalization for more than 48 hours, commencing within 7 days from the date of the injury was received;
- Results in a fracture of any bone (except simple fractures of fingers, toes, or noses);
- Causes severe hemorrhages, nerve, muscle, or tendon damage;
- Involves any internal organ; or
- Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.

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Small public transportation provider - a recipient or subrecipient of Federal financial assistance under 49 U.S.C. 5307 that has one hundred (100) or fewer vehicles in peak revenue service and does not operate a rail fixed guideway public transportation system.

State of good repair - the condition in which a capital asset is able to operate at a full level of performance.

State Safety Oversight Agency - an agency established by a State that meets the requirements and performs the functions specified by 49 U.S.C. 5329(e) and the regulations set forth in 49 CFR part 674.

Transit agency - an operator of a public transportation system.

Transit Asset Management Plan - the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR part 625.

B. Additional Acronyms Used

ALDOT: Alabama Department of Transportation

ASP: Agency Safety Plan

BRATS: Baldwin Regional Area Transit System

BCC: Baldwin County Commission

ESRP: Employee Safety Reporting Program

FAST Act: Fixing America's Surface Transportation Act

JSHA: Job Safety & Health Analysis

MAP-21: Moving Ahead for Progress in the 21st Century

MOU: Memorandum of Understanding

MPO: Metropolitan Planning Organization

NSP: National Safety Plan

NTD: National Transit Database

PA: Project Administrator

SOP: Standard Operating Procedure

VRM: Vehicle Revenue Mile

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6. APPENDIX B

A. ASP Record of Changes

Document Version	Section/Pages Changed	Reason for Change	Reviewer Name	Date of Change
1		New Document	Matthew Brown	4/21/2020
2	Section 1.A. - Page 5	Update Accountable Executive	Ann Simpson	11/26/2021
2	Section 2 - Page 6	Remove Reference to Zone Transportation	Ann Simpson	11/26/2021
2	Section 2 Table 1 - Page 6	Update Accountable Executive and Key Staff	Ann Simpson	11/26/2021
2	Section 2 Figure 1 - Page 7	Update Organization Chart	Ann Simpson	11/26/2021
2	Section 3.A. - Page 8	Update Safety Management Policy Statement	Ann Simpson	11/26/2021
2	Section 3.C - Pages 11-12	Update and clarify PTASP Annual Review Process	Ann Simpson	11/26/2021
2	Section 3.F Tables 5 & 6 - Page 14	Update Baseline Safety Performance Measures to include 5 years (2016-2021) of NTD data.	Ann Simpson	11/26/2021
2	Section 4.B.I - Page 22	Update to identify leading and lagging safety performance indicators used in Safety Performance Monitoring and Measuring	Ann Simpson	11/26/2021
2	Section 4.C.I - Page 25	Update Safety Competencies and Training schedules	Ann Simpson	11/26/2021
2	Appendix A Table 7 – Pages 27-29	Update Appendix of PTASP Supporting Documents	Ann Simpson	11/26/2021
2	Appendix B - Page 32	Added Appendix B, ASP Record of Changes	Ann Simpson	11/26/2021
2	Appendix C – Page 33	Retitle Board Approval Document from Appendix B to Appendix C. Updated Approval Document for Version 2 of PTASP	Ann Simpson	12/21/2021
3	Section 1. B. – Page 5	Update Certification of Compliance to include Version 3	Ann Simpson	12/20/2022
3	Section 2 Table 1 - Page 6	Update Key Staff	Ann Simpson	12/20/2022

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3	Section 2 Figure 1 - Page 7	Update Organization Chart	Ann Simpson	12/20/2022
3	Section 3.F Table 5, Page 14	Remove Table 5 Baseline SPT based on 2016-2020 data; Renamed Table 6 to 5; Update Table 5 Safety Performance Targets Based on recent 5-year average (2017-2021).	Ann Simpson	12/20/2022
3	Page 17	Expand Safety Hazard Identification Section	Ann Simpson	12/20/2022
4	Section 1. B. – Page 5	Update Certification of Compliance to Version 4	Ann Simpson	12/11/2023
4	Section 2 Figure 1 - Page 7	Update Organization Chart	Ann Simpson	12/11/2023
4	Section 3.F Table 5, Page 14	Update Table 5 Safety Performance Targets Based on recent 5-year average (2018-2022).	Ann Simpson	12/11/2023
5	Section 1. B. – Page 5	Update Certification of Compliance to Version 5	Ann Simpson	12/10/2024
5	Section 3.F Table 5, Page 13	Update Table 5 Safety Performance Targets Based on recent 5-year average (2020-2024).	Ann Simpson	12/10/2024
6	Section 1.B. – Page 5; Section 2, Table 1, Page 6; Section 2, Figure 1, Page 7; Section 3.B., Page 11; Section 3.F Table 5, Page 13	Update Certification of Compliance to Version 6; Update Key Staff; Update Organizational Chart; Corrected reference to Table 6; Update Table 5 Safety Performance Targets Based on recent 5-year average.	Ron Stewart	12/19/2025

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7. APPENDIX C

A. Insert Commission Approval Document

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2026-XX

**Adopting the Baldwin Regional Area Transit System (BRATS) Public
Transportation Agency Safety Plan (PTASP)**

WHEREAS, the Eastern Shore Metropolitan Planning Organization (MPO) is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the Infrastructure Investment and Jobs Act, Section 11201, November 2021); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

WHEREAS, 49 CFR 673 require that public transit agencies adopt a Safety Plan in accordance with the 5311 and 5307 grant requirements of the Federal Transit Administration (FTA) and Alabama Department of Transportation (ALDOT); and

WHEREAS, ALDOT offered to develop the plan on behalf of local agencies and Baldwin Regional Area Transit System (BRATS) opted into the process and has been an active participant in the development of this plan by sharing existing documentation and participating in communication and coordination throughout the development; and

WHEREAS, the Baldwin County Commission approved the updated Public Transportation Agency Safety Plan (PTASP) on January 20, 2026; now

THEREFORE, BE IT RESOLVED that the Eastern Shore Metropolitan Planning Organization has reviewed the PTASP and hereby approves the aforementioned plan.

The foregoing resolution was adopted and approved on the 28th day of January 2026, by the Eastern Shore Metropolitan Planning Organization Policy Board.

Jack Burrell, Chairperson

ATTEST:

AGENDA ITEM 5
INFORMATIONAL – MPO DIRECTOR’S REPORT

Eastern Shore MPO
AGENDA ACTION FORM

Bicycle and Pedestrian Advisory Committee – January 20, 2026
Citizens Advisory Committee – January 20, 2026
Technical Advisory Committee – January 21, 2026
Policy Board Work Session – January 28, 2026
Policy Board – January 28, 2026

SUMMARY

- ALDOT Project Update:
 - SR 181 Widening (SR 104 – CR 32)
 - Mobile River Bridge and Bayway Project
 - Causeway Access Management
 - US-31 Corridor Study
 - SR 181 at Corte-Austin Signal
 - Tensaw River Bridge
 - US-98 over Fly Creek
- MPO Project Update:
 - Loxley Transit Project
 - CR 64 Resurfacing and Intersection Improvements at Pollard Road
 - CR 64 Widening and Intersection Improvements (SR181 - Montelucia Way)
 - Pleasant Road Extension
 - Roundabout at Flower Clock
 - Parker Road Sidewalk
 - Twin Beech (CR-44) Corridor Study
 - SR-59 Corridor Study
 - SS4A Grant Update
- Planning and Development Update

RECOMMENDATION

N/A

ATTACHMENT(S)

N/A