

# Maryland Bicycle Advisory Committee

## Minutes of May Meeting

Friday, May 12, 2000

10 am till noon

Maryland Department of Transportation  
BWI Airport, MD

### ATTENDEES

#### MBAC Members Present:

Bill Kelly, Chairman, DC Metro Area, 301-441-2740, [ws.kelly@worldnet.att.net](mailto:ws.kelly@worldnet.att.net)  
Dave Jones, Maryland State Police, 410-582-5618x5605, [djones3@sha.state.md.us](mailto:djones3@sha.state.md.us)  
Don LaFond, Dept. of Education, 410-767-0209, [dlafond@msde.state.md.us](mailto:dlafond@msde.state.md.us)  
Mike Levengood, Baltimore Area, 410-876-3373, [rideleader@msn.com](mailto:rideleader@msn.com)  
Bob Moore, Baltimore Area, 410-435-6623, [bikemoore@smart.net](mailto:bikemoore@smart.net)  
Harvey Muller, SHA, 410-545-5656, [hmuller@sha.state.md.us](mailto:hmuller@sha.state.md.us)  
Bill Siwak, Southern Maryland, 410-757-1318, [bsiwak@annapolis.net](mailto:bsiwak@annapolis.net)  
David Taylor, Dept. of Natural Resources, 410-260-8162, [dtaylor@dnr.state.md.us](mailto:dtaylor@dnr.state.md.us)

#### MBAC Members Absent:

Randy Madres, Metro DC Area, 301-890-0064, [rmadres@juno.com](mailto:rmadres@juno.com)  
Matt Miller, Dept. of Economic Dev., 410-767-6272, [mmiller@mdbusiness.state.md.us](mailto:mmiller@mdbusiness.state.md.us)  
Jim Phillips, Eastern Shore, 410-543-6007, [jlphillips@ssu.edu](mailto:jlphillips@ssu.edu)  
Carl Rebele, Western Maryland, 301-387-6399, [creb@mail2.gcnet.net](mailto:creb@mail2.gcnet.net)  
Gregg Ukaegbu, Dept. of Health and Hygiene, 410-767-5780, [ukaegbu@dnhh.state.md.us](mailto:ukaegbu@dnhh.state.md.us)

#### Visitors from Maryland State Agencies:

Valerie Edgar, SHA, 410-545-0307  
Sandra Dobson, SHA, 410-545-0307  
Bob Herstein, SHA Office of Traffic and Safety, 410-787-5867, [rherstein@sha.state.md.us](mailto:rherstein@sha.state.md.us)  
Diane Ratcliff, MTA, 410-767-3771, [dratcliff@mdot.state.md.us](mailto:dratcliff@mdot.state.md.us)  
Tom Revelle, SHA District 2, 410-228-3061, [trevelle@sha.state.md.us](mailto:trevelle@sha.state.md.us)  
Doug Simmons, SHA, 410-545-5674, [dsimmons@sha.state.md.us](mailto:dsimmons@sha.state.md.us)  
Ruihua Tao, SHA Office of Traffic and Safety, 410-787-5863, [rtao@sha.state.md.us](mailto:rtao@sha.state.md.us)  
Jim Wilkinson, Dept. of the Environment, 410-631-3240, [jwilkinson@mde.state.md.us](mailto:jwilkinson@mde.state.md.us)

#### Others:

Barry Bergman, Baltimore Metro. Council, 410-732-0500 ext.1048, [bbergmen@baltimore.org](mailto:bbergmen@baltimore.org)  
Jim Harden, Greystone, 410-626-8989, [greystone@annapolis.net](mailto:greystone@annapolis.net)  
Jim Hudnall, Oxon Hill Bicycle and Trail Club, 301-567-0089, [hudnall@concentric.net](mailto:hudnall@concentric.net)  
Paul Lebow, One Less Car, 202-767-3006 or 410-263-3980, [info@onelesscar.org](mailto:info@onelesscar.org)  
Steve McHenry, TSC-CAC, 410-789-8705, [srmchenry@mindspring.com](mailto:srmchenry@mindspring.com)  
Jim Vance, One Less Car, 410-268-3500(w) or 410-263-0672(h), [jamesvance@mindspring.com](mailto:jamesvance@mindspring.com)  
John Wetmore, Perils For Pedestrians TV, 301-654-5305, [john@pedestrians.org](mailto:john@pedestrians.org)

## MINUTES

### Bicycle Safety Awareness Campaign

Valerie Edgar, SHA Director of Communications, reported on the campaign (see "Office of Communications Campaign Plan Summary", attachment #1). She handed out a press release "Governor Glendening Moves To Improve Safety For Maryland Pedestrians and Bicyclists" (attachment #2) and a proclamation from the Governor proclaiming May as Maryland Pedestrian And Bicycle Safety Month (attachment #3). She reported that a Request for Proposal (RFP) is being prepared for assistance with the campaign. A radio Public Service Announcement (PSA) has been released by the Governor's Office, and she played a CD recording of the radio spot. There will be paid placements of the spot in major markets. Her office is working on posters for MTA. 10% of the outside advertising space is for MTA and some of that will be used for the bicycle campaign in October. Her office is working on a brochure for bike shops and developing a TV PSA aimed toward children (pedestrian safety with some bike safety.) Later they will work on a TV PSA aimed at adults, using the Smart Walk theme. A Web page is being developed geared toward children, and another will have links to pages with maps and route information. (see <http://marylandroads.com>). BAC members wanted more details on the campaign and Chairman Bill Kelly invited her and Sandra Dobson to the next BAC meeting on June 9.

### Bikes on MARC

Diane Ratcliff reported on the March 16 field tests of bicycles on trains. The train operators have three areas of concern:

1. The physical placement of bikes in the train car (cars will require expensive modifications in cars so that bicycles will not be a hazard to passengers in case of accident),
  2. Station platforms and boarding of the train, with three types of platforms -
    - the flat platform in which platform and train car floor are at the same level is no problem,
    - the low level platform with steps in the car is somewhat of a problem, but manageable, and
    - stations with no platform which require a step box are much more of a problem. (The step boxes are not even safe for passengers without bicycles and could be redesigned to be much safer for all users.)
  3. Capacity of trains (problems in crowded cars and with schedules).
- The report on the study will be released the end of June or early July.

### Bicycle and Pedestrian Access 2001 Bill

Paul Lebow of One Less Car reported on the bill and said the bill is permission from the General Assembly to MDOT to spend funds for bicycling and walking. Jim Vance added that the legislation is the result of years of many people laying the foundation for the legislation.

- **Director:** The MBAC discussed the letter Bill Kelly sent to John Porcari on the duties and qualifications of the Director. Harvey Muller and Doug Simmons handed out a list they had compiled for the Director's functions and qualifications. The lists were in close agreement and both are shown in attachment #4 to these minutes. The MBAC agreed that these lists would be taken to the May 30 meeting with Secretary John Porcari.

- **Pedestrian Committee:** The Access 2001 Bill expands the MBAC to include pedestrians, becoming the Bicycle and Pedestrian Advisory Committee. The bill provides for the same number of members as the current BAC, and there was some discussion on how to change the makeup of committee to include pedestrian advocates. There was some thought that the number of members should be increased, and it was decided that Sec. Porcari be asked for his ideas on the makeup of the committee at the May 30 meeting. Further discussion on the issue will be on the agenda for the next monthly MBAC meeting on June 9.
- **Master Plan:** Discussion was deferred to the June meeting and Chairman Bill Kelly asked MBAC members to send him their comments before the meeting.

### **Professional Appraisal of MBAC Operations**

Jim Harden, of Greystone Consulting, offered his services as a facilitator (not management consultant) who could work with the MBAC to improve its efficiency. He said that the efficiency of a group requires a common purpose (mission) and measurable goals. He is willing to meet with the MBAC for a day and a half or more, and he is available in August if the MBAC desires to do so at its annual retreat. He would teach processes work and business related, with no issues on the table. He would deal with purposes (processes for tasks and maintenance) and roles (personal and intergroup relations.) After some discussion, he said he is willing to come back for further discussion at the June 9 MBAC meeting if all members would let him know how long they wanted to attend a retreat and what they wanted to get out of the retreat. BAC members expressed reservations for such a retreat because of funding and uncertainty about the committee makeup to include pedestrian issues. Doug Simons will check on procurement issues. A motion passed 6 to 1 to table the discussion until facts are available on funding and committee makeup.

### **Hot Spot Field Reviews**

Harvey Muller reported the SHA District "drive-throughs" that SHA Administrator Parker Williams wanted in June with District Bike/Ped Representatives and citizen members of MBAC have been postponed to July. The reviews are to let SHA and MBAC take a look at the "hotspots" and create a list of priorities for spending \$1M allocated to fixing trouble spots on state highways.

### **Next meeting**

Friday, June 9, 2000, at MDOT Headquarters, Chesapeake Room, 10 Elm Road, BWI Airport.

**Attachment #1****OFFICE OF COMMUNICATIONS CAMPAIGN PLAN SUMMARY****Pedestrian Safety - \$ identified by Tom Hicks**

- Radio PSA — preferably with Governor Glendening, copy by OC  
Pay for placements and get matching free spots  
April, May, June, July
- Press Release announcing safety tips, good weather safety tips, etc..  
April
- TV PSA by MPT and Joe O'Hagen, OC  
Pay for production and placements  
Produce April, May, get on the street mid-summer
- Brochure — need professional designer, when PR firm is in place  
Design May, complete by mid-summer
- Fliers — on the street by June  
Local police can distribute in “hot spots”
- Website — safety numbers, tips, etc...  
Needs professional design, complete by fall
- Article in *Safe Travels*

**Bicycle Safety - \$150,000 by OOTS**

- Poster for bike shops — by summer
- Brochure for adults on bike safety tips - by fall
- BWI Trail event in May, possible helmet give-away
- Press Release for Bike Month in May
- Article in *Safe Travels* by April
- Radio P8K s with paid placement in targeted areas - MAY

**Work one Safety - \$50,000 thru. Charge #'s to be identified by D Rose**

- Construction Brochure and website — April
- Website DAILY lane closure promotion — press release
- Participation in Nat'l WorkZone week, w/ MID proclamation
- Promotion of school visits by SHA and MIHCA with Workzone video and materials
- Article in *Safe Travel Magazine*
- Purchase Traffic spots from Metro traffic at construction start

**Tactics**

- Generate support from legislators and possible media coverage by giving awards to key legislators who are cyclists or have supported major efforts
- Issue news release reminders/safety tips for Bike Month
- Create posters for bike shops, MVAs, state offices, public locations
- Develop educational brochure for adults
- 60-second radio public service announcement to be distributed statewide
- BWI Bike Trail celebration/event
- MD 2 widening groundbreaking — lanes will be 16 feet for bikes (August)

**Time Line**

Initial efforts will take place spring 2000, with ongoing safety messages and opportunities.

Attachment #2

**FOR IMMEDIATE RELEASE**      **CONTACT:** Valerie Burnette Edgar  
State Highway Administration  
(410) 545-0303  
(800) 323-6742

Michelle Byrnie  
Raquel Guillory  
Governor's Press Office  
(410) 974-2316  
TTY: (410) 333-3098

**GOVERNOR'S PRESS OFFICE****GOVERNOR GLENDENING MOVES TO IMPROVE SAFETY FOR  
MARYLAND PEDESTRIANS AND BICYCLISTS*****Governor Says Education and Outreach Initiatives are Key to Saving Lives  
Proclaims May "Pedestrian and Bicyclist Safety Month"***

**ANNAPOLIS, MD (May 11, 2000)** – Highlighting the importance of highway safety for everyone – whether you walk, bike or drive, Governor Parris N. Glendening today announced a new highway safety education campaign designed to reduce the number of accidents in Maryland involving pedestrians and bicyclists. The campaign is called *Smart Moves* and was developed by the Maryland Department of Transportation's State Highway Administration (SHA). As part of the campaign, Governor Glendening today released a radio public service announcement with tips on "*Sharing the Road Safely*" and proclaimed May "Pedestrian and Bicyclist Safety Month."

"The number of lives lost each year due to pedestrian and bicycle accidents in Maryland is heartbreaking," said Governor Glendening. "This campaign is an important part of our aggressive outreach and education effort to save lives. By helping citizens understand the simple 'Rules of the Road,' we enhance safety for all. Whether on foot, on a bike or operating a motor vehicle, everyone needs to use courtesy, caution and common sense.

Nearly 120 pedestrians and bicyclists are killed each year in Maryland as a result of automobile crashes, with another 4,000 injured. The largest percentage of accidents involve children ages five- to 15-years-old.

-      **(More)**

Attachment #2 (continued)**Page Two**

The campaign targets several audiences, particularly young children who run the highest risk of being injured as pedestrians. The top five areas with the highest number of pedestrian accidents are: Baltimore City and Prince George's, Baltimore, Montgomery and Anne Arundel counties. Baltimore City and Montgomery County lead the state in bicycle accidents. SHA encourages parents to take time to review safety rules with their children and reminds them to use crosswalks, be alert and always wear a helmet when bicycling.

"Nothing we do at the Maryland Department of Transportation is more important than our efforts to improve public safety," said Transportation Secretary John D. Porcari. "With Governor Glendening's support, we are increasing our efforts to educate drivers, bicyclists and walkers on how to safely share the road."

In the 60-second radio public service announcement (PSA), the Governor asks listeners to "Drive Smart, Bike Smart and Walk Smart" and provides safety reminders.

"It seems like many drivers forget the basic rules of the road," said SHA Administrator Parker F. Williams. "Motorists must stop for pedestrians, even when making a right on red. Similarly, bicyclists are required to follow the same laws as automobile drivers. Walkers should use crosswalks, look both ways before crossing and never dart between parked vehicles."

Where no crosswalk exists, the best way to cross is at an intersection when the opposing traffic has a red light. Use extra caution, look left, then right, then left again and watch for turning vehicles.

SHA spends more than \$40 million on pedestrian and bicycle improvements annually through Smart Growth programs such as the Neighborhood Conservation Program, the Sidewalk Retrofit Program and the completion of highway upgrades. In addition, SHA has a full-time bicycle/pedestrian coordinator to assist engineers in designing bicycle/pedestrian-friendly highways.

For more information on the campaign or any of these programs, please call SHA at 1-800-252-8776 or log onto the SHA website at [Marylandroads.com](http://Marylandroads.com).

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**Attachment #3**

DRAFT PROCLAMATION -- 5/1/00

**Maryland Pedestrian and Bicycle Safety Month, May 2000**

WHEREAS, it is a priority that Maryland's transportation system is safe and supports Maryland's economy in an environmentally sensitive manner; and

WHEREAS, millions of people travel daily along Maryland's transportation system, by walking, riding a bike, using transit, or in a private motor vehicle; and

WHEREAS, on average during the past five years, 120 pedestrians and bicyclists are killed, and another 4,000 injured, in crashes along the State's transportation system; and

WHEREAS, the Maryland Department of Transportation strives to reduce the number of traffic-related crashes, fatalities and injuries involving pedestrians and bicyclists by educating the State's travelers about traffic safety laws.

NOW, THEREFORE, I, PARRIS N. GLENDENING, GOVERNOR OF THE STATE OF MARYLAND, do hereby proclaim May 2000 as PEDESTRIAN AND BICYCLIST SAFETY MONTH in Maryland and do commend this observance to all citizens.

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**Attachment #4****DIRECTOR OF BICYCLE AND PEDESTRIAN ACCESS****Duties** *(from Bill Kelly's Letter to John Porcari)*

- Coordinate and implement policies and plans for the provision, preservation, expansion and improvement of Bicycle and Pedestrian Access to and within all transportation facilities within each mode of the Department.
- Develop short and long term Bicycle and Pedestrian goals within each mode of the Department
- Advise the Secretary on all Bicycle and Pedestrian Matters.
- Coordinate all plans, proposals, facilities and services within the Department of Transportation and its modal administrations for Bicycle and Pedestrian compatibility and access. With assistance from of each modal administration, provide a monitoring system that will identify current and future Bicycle and Pedestrian needs/deficiencies and determine their eligibility for Federal Funds
- Develop programs to promote Bicycling and Walking to public, localities and government agencies.

**General Qualities, Experience and Skills:** *(from Bill Kelly's letter to John Porcari)*

- Master Degree or equivalent in planning or related field.
- Proven Knowledge of Bicycle and Pedestrian Planning as it relates to highway engineering planning concepts.
- Technical familiarity with all types of transportation.
- Effective writing, communication and promotional skills.
- Experience in teaming with high-level transportation policy makers.
- Program Management and Grant and Contract Management experience.

**Functions of the position** *(from Harvey Muller and Doug Simmons of SHA)*

- manages the development and implementation of the Statewide Bicycle and Pedestrian Plan
- oversees all transportation improvement projects for bicycle, pedestrian and ADA compatibility
- represents the Department on the Maryland Bicycle and Pedestrian Advisory Committee
- first point of contact for the public for bicycle, pedestrian, ADA issues

**Qualities of the position** *(from Harvey Muller and Doug Simmons of SHA)*

- experience with program management
- experience with transportation planning; understands established goals and policies
- experience with transportation engineering; understands recognized design guidelines and standards
- advocate for bicycle, pedestrian and ADA compatibility, connectivity and accessibility
- energetic
- leader; must provide direction within the Department as well as with the public
- someone who can work in partnership with the modals rather than regulate them
- facilitator and consensus builder; must be able to recognize, analyze and balance customer/transportation needs
- must provide a wide range of communication skills

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