

COMMONWEALTH TRANSPORTATION BOARD POLICY INDEX REVIEW

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July 19, 2022

Background

- **A Commonwealth Transportation Board (CTB) Policy Notebook was created in 2005 at direction of then-Secretary of Transportation, Whittington Clement.**
- **Objective was to document in one location all CTB guidelines, policies, and regulations:**
 - to assist the CTB in meeting its statutory obligation to make regulations, and review and approve policies related to transportation in the Commonwealth;
 - to facilitate the examination of CTB actions for possible updating, rescission, or disposal; and
 - to provide a historical compilation of CTB actions since 1906, when the State Highway Commission – the CTB’s predecessor – was created.
- **In a resolution dated March 17, 2005, the CTB directed VDOT to:**
 - maintain the Commonwealth Transportation Board Policy Notebook in either printed or electronic form; and
 - update the Commonwealth Transportation Board Policy Notebook as necessary to reflect statutory, regulatory, and Board policy changes.

Background

- **Due to increasing content over time resulting from regular updates, the Policy Notebook has been:**
 - made available electronically on the CTB website;
 - divided into a Policy Index and a CTB Orientation Guide;
 - rearranged so that policies are categorized by hyperlinked subject rather than chronologically; and
 - expanded to include a chapter on delegations from the CTB.
- **August 2017 CTB Retreat: then-Secretary/CTB Chairman Aubrey Layne requested that the Policy Index be re-evaluated to:**
 - identify obsolete or redundant policies and actions to be repealed
 - identify for retention those policies and actions that reflect current operating needs and statutory responsibilities

Policy Index Review

- **Results of Review (to date):**
 - In December 2017/January 2018, policies/actions were identified as obsolete due to passage of time, statutory transfer of responsibilities or explicit CTB repeal/rescission and were removed from the Policy Index and archived.
 - In addition, policies/actions identified as still relevant and valid were retained/affirmed.
 - Finally, various policies were identified as requiring continued review to determine a final disposition.
 - Reviews have been completed for 54 of the remaining policies/actions -- 41 are recommended for repeal/rescission and 13 are recommended for retention.

Proposed Next Steps

- **In September, the CTB will be requested to formally approve, by resolution, recommendations to retain/affirm those policies and actions that are still valid and to repeal those policies and actions that are obsolete or unnecessary. (See attachments bearing recommendations for specified policies/actions)**
- **The Policy Index will be revised according to the action taken by the CTB, and repealed policies and actions will be archived.**
- **After the September meeting, the revised Policy Index will be periodically reviewed and CTB action will be sought to ensure the Index contains only those policies and actions that are current or relevant.**

Policy Index Review

Questions

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