



UNIFIED WORK PROGRAM

MEETING MINUTES - FINAL

Wednesday, May 14, 2025

1:00 PM

**Cook County Conference Room
433 West Van Buren Street, Suite 450
Chicago, IL 60607**

Members of the public who attend in-person can pre-register for a visitor's pass at info@cmap.illinois.gov until May 13, 2025 at 4:00 p.m. or should plan to arrive early to check-in with the building's information desk for access.

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CMAP provides the opportunity for public comment. Individuals are encouraged to submit comment by email to info@cmap.illinois.gov at least 24 hours before the meeting. A record of all written public comments will be maintained and made publicly available.

The total cumulative time for public comment is limited to 15 minutes, unless determined otherwise by the Chair. Public comment is limited to three minutes per person unless the Chair designates a longer or shorter time period. Public comments will be invited in this order: Comments from in person attendees submitted ahead of time; comments from in-person attendees not previously submitted; comments from virtual attendees submitted ahead of time; and comments from virtual attendees not previously submitted.

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If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAP at least five days before the meeting by email (info@cmap.illinois.gov) or phone (312-454-0400).

1.0 Call To Order

Chair Swanson called the meeting to order at 1:02 p.m., reminded the members that the meeting was being live-streamed, and provided logistical announcements.

Present: IDOT Representative, CMAP Representative, CTA Representative, City of Chicago Representative, Counties Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

Non-Voting: FHWA Representative

Absent (NV): FTA Representative, and IEPA Representative

Members present:

IDOT - Megan Swanson
CMAP - Aimee Lee
CDOT - Buck Doyle
Council of Mayors - Heidi Lichtenberger
Counties - Scott Hennings
CTA - Christina Bader
Metra - David Kralik
Pace - Kris Skogsbakken
RTA - Heather Mullins
FHWA - Jon Paul Diipla (non-voting)

CMAP staff present: Kama Dobbs, Phoebe Downey, Richard Norwood, Deepa Raghunathan, Sarah Stolpe, Blanca Vela-Schneider, Ingrid Witherspoon

Others present: Len Cannata, Eric Czarnota, Michael Fricano, Gretchen Klock, Leslie Phemister, Jada Porter, Joe Surdam

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Draft minutes of December 11, 2024

[25-132](#)

Attachments: [UWP Draft Minutes 12112024](#)

A motion was made by CMAP Representative, seconded by Counties Representative, to approve the minutes of December 11, 2024, as presented. The motion carried by a voice vote.

4.0 New Business

4.1 FY 2025 Invoice Status

[25-133](#)

Attachments: [FY25 UWP Invoicing log_05062025](#)

Chair Swanson noted that the meeting packets contained current status of invoicing and encouraged members to continue submitting invoices in a timely manner.

4.2 FY 2026 Unified Work Program [25-134](#)

Chair Swanson noted that the FY 2026 Unified Work Program was transmitted to IDOT and will be submitted to US DOT for approval in June.

Christina Bader requested updates to the appendix listing non-UWP funded transportation planning projects in the region, and staff agreed to incorporate those and re-transmit the report to IDOT prior to submittal to US DOT.

4.3 FY 2026 Contracts [25-135](#)

Deepa Raghunathan, Principal of Financial Planning and Analysis noted that draft subaward contracts are expected to be ready by the end of the month and will be sent once the FY 2026 UWP is approved by IDOT.

4.4 FY 2026 Invoice process updates [25-136](#)

Kama Dobbs provided an update on the status of CMAP's new ERP system and the process for review and approval of invoices. She shared that in order to improve efficiency, transparency, and accountability, staff is developing invoice templates for FY 2026. In FY 2026 both personnel and expenses will need to be assigned to the activities and tasks that are outlined in the budgets in order to better align reporting with the budget.

4.5 FY 2027 UWP development schedule [25-138](#)

Attachments: [UWP \(Memo\) FY27 Dev Schedule](#)

Kama Dobbs reviewed the FY 2027 program development schedule included in the agenda materials.

4.6 FY 2027 - 2031 Competitive program development [25-153](#)

Chair Swanson noted that the FY 2027 cycle would include the second call for competitive projects under the multi-year programming methodology. As required in the methodology, the committee is tasked with reviewing the prior year cycle and updating it as needed.

Kama Dobbs noted that staff reviewed the methodology to ensure compliance with current laws and guidance that has been issued. First, staff reviewed the federal planning factors scoring criterion and noted that the planning factors used in the methodology are specified in Title 23 and therefore align with federal law. The next criterion, alignment with CMAP's strategic direction, could be updated to align with the emerging priorities that have been identified for the 2026 Regional Transportation Plan that is underway. Finally, she suggested removing statewide plans that don't align with federal planning priorities from the statewide planning efforts criterion.

In response to a question from Christina Bader, Ms. Dobbs noted that the total scoring would remain the same.

Chair Swanson encouraged any additional comments to be sent to staff for incorporation into the methodology for the committee's consideration at their next meeting.

5.0 UWP Project Updates

5.1 I-290/Blue Line Corridor Development Office update [25-139](#)

Phoebe Downey provided an update on the I-290/Blue Line Corridor Development Office, an FY 2026 UWP competitive project.

5.2 Other Updates [25-140](#)

There were no other project updates.

6.0 Other Business

There was no other business.

7.0 Public Comment

There was no public comment.

8.0 Next Meeting

The next meeting is scheduled for July 9, 2025.

9.0 Adjournment

On a motion by CMAP Representative, seconded by City of Chicago Representative, the meeting adjourned at 1:30 p.m.