



UNIFIED WORK PROGRAM

MEETING MINUTES - DRAFT

Wednesday, July 9, 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 July 8, 2025 at 4:00 p.m. or should plan to arrive early to check-in with the building's information desk for access.

You can also join from your computer, tablet or smartphone.

Join Zoom Meeting

<https://us06web.zoom.us/j/83420892292?pwd=vgbSB8WkoIUdemgtg5PhqDAfdGZnIH.1>

Meeting ID: 834 2089 2292

Passcode: 603260

One tap mobile

+13126266799,,83420892292#,,,,*603260# US (Chicago)

+13092053325,,83420892292#,,,,*603260# US

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.

To review CMAP's public participation policy, please visit <https://www.cmap.illinois.gov/committees>.

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 Geber called the meeting to order at 1:00 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, FHWA Representative, Metra Representative, Pace Representative, CoM Representative, and RTA Representative

Absent (NV): FTA Representative

Members present:

IDOT - Brandon Geber
CMAP - Aimee Lee
CDOT - Buck Doyle
Council of Mayors - Heidi Lichtenberger
Counties - Drew Duffin
CTA - Christina Bader
Metra - Dustin Clark
Pace - Kris Skogsbakken
RTA - Heather Mullins
FHWA - Jon Paul Diipla (non-voting)

CMAP staff present: Kama Dobbs, Hayden Horton, Richard Norwood, George Rivera, Jack Rocha, Sarah Stolpe, Blanca Vela-Schneider, Lance Tiedemann

Others present: Dan Forbush, Michael Fricano, Gretchen Klock, David Kralik, Jada Porter, Leslie Rauer, Michael Sewall, Joe Surdam

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Draft minutes of May 14, 2025

[25-225](#)

Attachments: [Draft UWP Minutes 05142025](#)

A motion was made by RTA Representative, seconded by CMAP Representative, to approve the minutes as presented. The motion carried by a voice vote.

4.0 New Business

4.1 FY 2025 Invoice Status

[25-226](#)

Attachments: [FY25 UWP Invoicing log_07022025](#)

CMAP staff Kama Dobbs reviewed the invoice status sheet contained in the packet and reminded the committee of the upcoming deadline for FY25 invoice submissions.

4.2 FY 2026 Contracts

[25-229](#)

CMAP staff Kama Dobbs stated that Finance staff have indicated that FY 2026 UWP subaward contracts are drafted and will be sent for execution following the final agreement from IDOT. Dobbs noted that subgrantees can begin accruing expenses for FY 2026 on July 1, 2025, and can submit the first FY 2026 invoices following the execution of the subaward contracts.

4.3 UWP Development Methodology Updates

[25-227](#)

Attachments: [UWP \(Memo\) Methodology 07092025](#)
[2027 UWP Methodology Draft mark-up 07022025](#)

CMAP staff Kama Dobbs reviewed the memo contained in the packet describing the proposed revisions to the UWP development methodology.

A motion was made by CMAP Representative, seconded by CoM Representative, to approve the methodology as presented. The motion carried by a voice vote.

4.4 FY 2026 Invoice process updates

[25-232](#)

CMAP staff Kama Dobbs presented a draft of the proposed changes to the FY 2026 invoice process and encouraged committee members to review with relevant staff at their agencies. In response to questions from the Committee, CMAP staff Dobbs clarified that the process changes would apply to both core and competitive programs and would eliminate the need for the existing quarterly reporting process.

5.0 UWP Project Updates

[25-231](#)

Chair Geber invited members to provide project updates. No updates were provided.

6.0 Other Business

There was no other business.

7.0 Public Comment

There were no public comments.

8.0 Next Meeting

The next meeting is scheduled for September 10, 2025.

9.0 Adjournment

A motion was made by CMAP Representative, seconded by RTA Representative, to adjourn. With all in favor, the meeting adjourned at 1:20 p.m.

Minutes prepared by Hayden Horton.