COOPERATIVE FORECASTING GROUP
June 20, 2018
Baltimore Metropolitan Council
Baltimore, Maryland 21230
10:00 A.M. to 12:00 P.M.

MINUTES

In the absence of Chairperson Ms. Jamie Williams, Co-Chairperson, Ms. Kui Zhao, called the meeting to order at 10:08 A. M.

1. APPROVAL OF THE MINUTES

Following a round of introductions, Ms. Margaret Kaii-Ziegler moved the approval of the minutes (with corrections) of the April 25, 2018 meeting and Mr. Dan Rooney seconded the motion. The motion carried.

2. TRANSPORTATION DATA BOOKS – UPWP TASK UPDATE

Mr. Don Halligan, BMC staff, provided a summary and status update on the Transportation Data Books UPWP project. Mr. Halligan explained that the data books will contain a compilation of data points relating to population, households, employment, and transportation patterns and infrastructure. Once completed, they will be available to the public and will help inform regional and jurisdictional planning efforts. To date, BMC staff has met with five jurisdictions to review the draft list of data points and collect their comments. Our schedule is to develop a draft template this fall, and complete the first edition of the data book by early 2019. Ms. Zhao suggested that the data books utilize the Regional Planning District to display small area data for the sake of consistency, as Census tract boundaries are subject to change with the forthcoming Participant Statistical Areas Program.

3. ROUND 9 – STATUS UPDATE

Mr. Shawn Kimberly, BMC staff, updated CFG members on his June 5 presentation to the Technical Committee. The presentation provided a summary of the Cooperative Forecasting process and a comparison between the Round 9 and Round 8B data sets at the regional level. Following his presentation, the Technical Committee agreed to recommend that the BRTB endorse the Round 9 forecasts. Mr. Kimberly will be present the Round 9 forecast data set to the BRTB at their June 26 meeting. BRTB endorsement is the last step in the Round 9 forecasting process.

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Voting: City of Annapolis, Anne Arundel County, Baltimore City, Baltimore County, Carroll County, Harford County, Howard County, Queen Anne's County, MD Department of Transportation, Harford Transit; Non-Voting: MD Department of the Environment, MD Department of Planning, MD Transit Administration

4. DATA SHARING AGREEMENT UPDATE

Mr. Kimberly stated that the data sharing agreement between the Maryland Department of Labor, Licensing and Regulation (DLLR) and the Baltimore Metropolitan Council (BMC) expires June 30, 2018. He explained that the data sharing agreement provides for the CFG's access to the Quarterly Census of Employment and Wages (QCEW) data set that serves as the foundation of the Master Establishment File (MEF). The MEF, in turn, assists local jurisdictions in the development of their small area employment allocation, estimates, and forecasts. The BMC has requested an extension of the agreement with DLLR through 2023. The process will require an updated list of data users as well as newly signed non-disclosure agreements. BMC staff will provide CFG members with non-disclosure agreements for their signature, as well as the signature of staff that may be working with the data. The use of the QCEW data set is restricted to cooperative forecasting purposes. CFG members must notify Mr. Kimberly if it becomes necessary to amend the list of staff having access to the QCEW data set.

5. MID-ATLANTIC REGIONAL PLANNING ROUNDTABLE RECAP

Mr. Victor Bonaparte, BMC staff, stated that approximately 110 people attended the Mid-Atlantic Regional Planning Roundtable. The conference was held in Baltimore City at the University of Baltimore and was sponsored by the Baltimore Metropolitan Council, the Delaware Valley Regional Planning Commission, the Maryland Department of Planning, the Metropolitan Washington Council of Governments, and the Wilmington Area Planning Council. Mr. Bonaparte provided an agenda detailing the topics of the conference for those CFG members that were unable to attend. He stated that BMC staff will make electronic copies of the roundtable presentations available to CFG members. Ms. Kaii-Ziegler commented that the discussion on e-commerce and the future of retail space was particularly insightful. A brief discussion followed highlighting topics on the agenda including freight and commercial trade, suburban office obsolescence, and rail station redevelopment efforts.

6. COHORT COMPONENT UPDATE

Mr. Charles Baber, BMC staff, gave a presentation on the development of disaggregate household/person data from aggregate data inputs. He summarized the aggregate data points including those developed by the CFG (total population, group quarters population, households, and employment), as well as those that were developed utilizing additional sources, including PCensus (TAZ level household civilian labor force ratio and median household income) and pOPTICS (jurisdictional level sex by age group and household civilian labor force). Utilizing a flow chart for a TAZ in Howard County as an example, Mr. Baber explained how TAZ level aggregate data is broken down to become disaggregate – to the household/person level. With a series of charts he demonstrated the detailed disaggregate data that can be produced, including a variety of household types by size, eight different person types, as well as workers by age groups.

Mr. Baber then provided an example application of this type of analysis, walking through an "Ageing in Place" scenario. He made adjustments to migration rates and labor force participation rates that might be associated with a population that ages in place, and presented the output in chart form. There was interest expressed in seeing this disaggregate

data produced at the parcel level. Mr. Baber explained that the tools are not intended for use at that level of geographic detail, due to issues with data reliability. Mr. Kimberly invited CFG members to suggest ideas for the application of BMC demographic modeling tools to local planning efforts.

[PowerPoint: Round 9 Forecasts – Aggregate to Disaggregate Household/Person Rosters]

NEXT MEETING – August 22, 2018

ATTENDANCE

Members
Steve Cohoon - Queen Anne's County Department of Public Works
Chris Davis – Baltimore County Department of Planning
Margaret Kaii-Ziegler - Anne Arundel County Office of Planning and Zoning
Dan Rooney – Harford County Department of Planning and Zoning
Arco Sen – Carroll County Department of Planning
Al Sundara – Maryland Department of Planning (via phone)
James Wilkerson – Howard County Department of Planning and Zoning
Kui Zhao - Baltimore County Department of Planning

Staff and Guests
Charles Baber - Baltimore Metropolitan Council (BMC)
Victor Bonaparte - BMC
Blake Fisher – BMC
Terry Freeland - BMC
Don Halligan - BMC
Shawn Kimberly – BMC
Todd Lang - BMC
Brian Ryder - BMC