

EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Delaney, Drury, Hinrichsen, Karr, Phelan, Proehl, Sundell)
Monday, October 17, 2016
5:30 p.m.
MINUTES

1. Call to Order
Chairman Van Winkle called the meeting to order at 5:30 pm
2. Roll Call
Present: Van Winkle, Hinrichsen, Sundell, Karr, Delaney, and Crawford. Excused: Drury, and Proehl.
Absent: Phelan. Staff: Eric Miller, Hannah Martin, and Ryan Harms
3. Public Input-none
4. Approval of Minutes of September 19, 2016 , and September 22, 2016 (Full Commission did not have quorum so Executive Board conducted business.)
Karr moved to approve September 19, 2016 and September 22, 2016 minutes and Delaney seconded.
Motion carried.
5. Executive Director Report
Miller reported on the following:
Miller announced the resignation of Maggie Martino, and Nick Hayward
 - We are good with resumes for the 3 open positions.
 - Audit will be presented to Full Commission this month
 - Monthly Financial Report for September was positive \$7,000.
 - Received a cost proposal for local HR consultants for a compensation and benefits study for Commission.
 - PLBA- all necessary documents have been submitted to USACE. Work will begin once agreements have been signed and USACE is under a new federal budget.
 - State Planning Funds- There is \$156,000 that PPUATS Technical Committee will discuss and recommend to Policy.
 - Transportation Infrastructure Funding update- There is 23+ organizations that have passed the resolution. The Planning team met with Senator Koehler and he was very receptive to the initiative. He offered to host a meeting of all local legislators in January 2017.
 - Bike Connect HOI Regional Bike Plan- There was 70+ persons that attended the Open House October 5 at the Gateway Building. The staff will now review the comments given and incorporate a draft document which will be presented to the steering committee, then presented to the PPUATS Technical and Policy Committees for adoption.
6. Authorize the Chairman to appoint two additional members to the joint TCRPC/PPUATS MOU Committee.
Crawford recommended having 2 additional persons added to the MOU subcommittee and Sundell seconded. Van Winkle recommends Hinrichsen and Phelan to the committee. Motion carried.

7. Recommend to Commission to adopt the TCRPC Member County Funding Plan
Crawford moved to adopt the TCRPC Member County Funding Plan and Sundell seconded.
 - Miller explained the process of the funds change. Discussion was held of making a list of what we have done for counties. Delaney said to clarify list. Van Winkle said the Board needs to give a notice of pulling out of Commission. Miller said we do have a GIS contract and have work with them on Hazard Mitigation Plan and do except to receive funds. Motion carried.

8. Adopt the TCRPC Executive Director's Performance Evaluation (PE) Process & 3 Documents
 - TCRPC PE Purpose, Objectives, Process & Steps
 - TCRPC Executive Director PE-SMART Goals- Form 1 of 2
 - TCRPC Executive Director PE-Job Related Characteristics (JRCs)- Form 2 of 2Hinrichsen moved to adopt the TCRPC Executive Director's Performance Evaluation (PE) Process and 3 Documents and Sundell seconded. Motion carried.

9. Adopt the TCRPC Executive Director's Smart Goals for FY17
 - TCRPC Executive Director PE-2017 SMART Goals
 - TCRPC Executive Director PE SMART Goal-Tasks- 2017Crawford moved to adopt the TCRPC Executive Director's Smart Goals for FY17 and Sundell seconded. Motion carried.

10. Review of October 27, 2016 Commission agenda-ok

11. Other
 - Transportation Infrastructure Funding Status
Miller explained the organizations that have passed the resolution.
 - Hinrichsen mentioned he is running for Mayor of Germantown Hills. If elected he will be resigning from the Commission.

12. Executive Session

13. Any action as a result of Executive Session

14. Adjournment
Karr moved to adjourn at 6:55 p.m. and Sundell seconded. Motion carried.

Respectively Submitted,
Eric Miller
Executive Director
Recorder and Transcriber: Debbie Ulrich