PALM BEACH
Transportation
Planning Agency

TPA EXECUTIVE DIRECTOR ANNUAL PERFORMANCE REVIEW COMMITTEE AGENDA

DATE: Monday, June 21, 2021

TIME: 2:00 p.m.

PLACE: 301 Datura Street | West Palm Beach, FL 33401

Please note that individuals who are fully vaccinated may go without a facial covering while inside the TPA workplace but individuals who are not fully vaccinated are encouraged to wear facial coverings and comply with social distancing guidance. Attendees may not enter the TPA workplace if they have a fever or if, in the previous 14 days, they have tested positive for COVID-19, exhibited symptoms of COVID-19, or been in close contact with someone with COVID-19.

Members of the public can also join the meeting virtually in the following ways:
- Via Zoom app using Webinar ID: 892-1722-8506 and Password: 191311
- Via web browser at PalmBeachTPA.org/21JUN2021
- Via phone at 1-646-558-8656 using the above Webinar ID and Password

Please call 561-725-0800 or e-mail info@PalmBeachTPA.org for assistance joining the virtual meeting.

COMMITTEE MEMBERS

Fred Pinto, Mayor
TPA Chair
Village of Royal Palm Beach

Robert Weinroth, Vice Mayor
TPA Vice Chair
Palm Beach County

Steve B. Grant, Mayor
City of Boynton Beach

Maria Marino, Commissioner
Palm Beach County

Andy Thomson, Council Member
City of Boca Raton

AGENDA

1. Roll Call

2. Review the Committee's Charge

    The TPA Chair created a 5-member committee to:

    - Conduct an annual performance review and determine if a merit increase is to be granted based upon performance and considering national MPO Executive Director compensation data as well as pay for comparable community positions, and

    - Recommend updates to the TPA's FY 22 Strategic Plan.

3. Public Comments

    Members of the public are invited to offer comments or questions as follows:

    - A written document, comment and/or question may be submitted at PalmBeachTPA.org/TPA-comment at any time prior to the commencement of the relevant item.

    - A verbal comment may be provided by a virtual attendee using the raise hand feature in the Zoom platform.

    - A verbal comment may be provided by an in-person attendee submitting a comment card available at the welcome table.

    Note that the Chair may limit comments to 3 minutes or less depending on meeting attendance.

4. Executive Director Annual Performance Review for FY 21 (July 1, 2020 to June 30, 2021)

    To facilitate the review, the following documents are attached:

    a. The FY 21 Annual Report

    b. The FY 21 Strategic Plan Report Card

    c. FY 21 Executive Director Activity Highlights

    d. A summary table of compensation for large Florida MPO Directors

    Following committee discussion, a motion to recommend a merit increase (if any) is requested.

5. Recommended Updates for the TPA's FY 22 Strategic Plan

    The Strategic Plan serves to focus the TPA's priorities for the current year. TPA staff will present the attached suggested Strategic Plan updates in strikethrough/underline format for July 1, 2021 through June 30, 2022. Following committee input and discussion, a motion to recommend approval of updates for the FY 22 Strategic Plan is requested.

6. Adjournment