



TPA EXECUTIVE COMMITTEE MEETING AGENDA

DATE: **Monday, March 28, 2022**
TIME: **2:00 p.m.**
PLACE: **301 Datura Street | West Palm Beach, FL 33401**

Attendees may not enter the TPA workplace if in the previous 5 days, they have tested positive for COVID-19, exhibited symptoms of COVID-19, or been in close contact with someone with COVID-19 and are unvaccinated.

To promote awareness of multimodal options for in-person attendance, a map of transportation facilities and services around the TPA Office is provided on page 3.

Members of the public can also join the meeting virtually in the following ways:

- Via Zoom app using Webinar ID: 880-2649-6094 and Password: 470673
- Via web browser at PalmBeachTPA.org/28MAR2022
- Via phone at 1-646-558-8656 using the above Webinar ID and Password
- View a live simulcast at PalmBeachTPA.org/LIVE

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

1. **REGULAR ITEMS**

- A. Call to Order and Roll Call
- B. Modifications to the Agenda
- C. Review the Committee's Charge

Pursuant to TPA Operating Procedures Section 2.2.F.3., the Executive Committee shall meet as necessary to facilitate the process of hiring a new Executive Director, including but not limited to refining the job profile, evaluating candidates, recommending a candidate, and negotiating an employment agreement for Board consideration.

- D. General Public Comments

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

- A written comment may be submitted at PalmBeachTPA.org/Exec-Comment at any time prior to the commencement of the relevant agenda 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.

- E. Comments from the Chair and Member Comments

- F. Interim Executive Director's Report
- G. MOTION TO APPROVE Meeting Minutes from December 6, 2021

2. ACTION ITEMS

- A. MOTION TO APPROVE the Executive Director Job Profile

TPA staff and the recruiting consultant have compiled the documents listed below for the Executive Committee's review and approval. These items have gone through review for legal sufficiency.

1. Job Description
2. Job Profile Brochure

- B. MOTION TO APPROVE authorization of the Interim Executive Director to Fill Vacant Positions

The TPA Interim Executive Director is requesting authorization to hire the vacancies listed below. Attached is the TPA Organization Chart and corresponding job descriptions.

1. Lead Planner – Transit Coordinator
2. Lead Planner – Pedestrian & Bicycle Coordinator
3. Planner I – Multimodal Development

Additionally, the TPA Interim Executive Director is requesting authorization to hire a Transportation Planning Intern for the Multimodal Development team through the Florida Department of Transportation's (FDOT) Fellowship Program. The intern will be retained through Florida State University as part of the FDOT program from May through July 2022. The TPA will not incur any financial obligations for this hire.

3. INFORMATION ITEMS

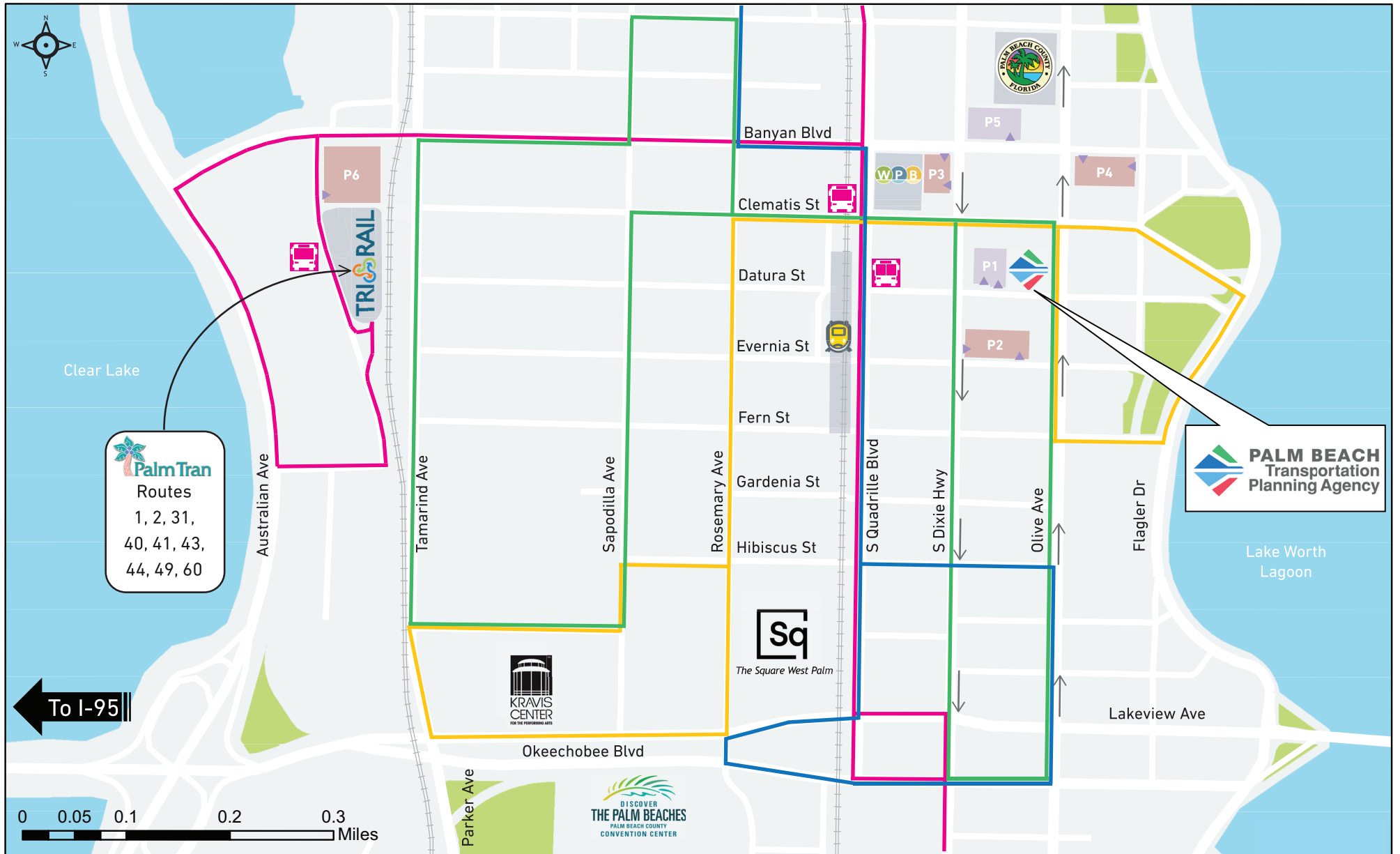
There are no information items on this agenda.

4. ADMINISTRATIVE ITEMS

- A. Next Meeting

The next meeting is tentatively scheduled for **April 12, 2022 at 1:00 p.m.** If this meeting is not needed, the next meeting will be May 6, 2022 at 9:00 a.m.

- B. Adjournment



Palm Tran
Routes
1, 2, 31,
40, 41, 43,
44, 49, 60

PALM BEACH
Transportation
Planning Agency

To I-95

0 0.05 0.1 0.2 0.3 Miles

TPA Office Location

Public Parking

Private Parking

*Metered on-street parking available citywide
(free with Handicap placard up to 4 hours)

Palm Tran
PalmTran.org

Palm Tran Bus Stop

Palm Tran Route 1

W.P.B.
WEST PALM BEACH
DowntownWPB.com

Yellow Trolley

Green Trolley

Blue Trolley

TRI&RAIL
Tri-Rail.com

brightline

GoBrightline.com
Brightline Station

CIRCUIT

Free on-demand rides around
West Palm Beach & Palm Beach
7 days a week. Download the
app to ride.

Download on the
App Store

GET IT ON
Google Play

Robert S. Weinroth, Mayor
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Palm Beach County

Chelsea S. Reed, Vice Mayor
TPA Vice Chair
City of Palm Beach Gardens

Joel Flores, Mayor
At Large Member
City of Greenacres

Maria Marino, Commissioner
At Large Member
Palm Beach County

Michael J. Napoleone, Councilman
At Large Member
Village of Wellington

Paul Gougelman, Esq.
TPA General Counsel
Non-Voting Advisory

NOTICE

This is a meeting of the Palm Beach MPO doing business as the Palm Beach Transportation Planning Agency.

In accordance with Section 286.0105, *Florida Statutes*, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require a printed copy of the agenda package, require special accommodations under the Americans with Disabilities Act or require translation services for a meeting (free of charge) must call 561-725-0800 or send email to Info@PalmBeachTPA.org at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.