



TPA EXECUTIVE COMMITTEE MEETING AGENDA

DATE: **Thursday, July 14, 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: 882-1419-1999 and Password: 709515
- Via web browser at PalmBeachTPA.org/Exec-Meeting
- 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.F, the Executive Committee shall:

1. Meet annually to review and recommend updates to the TPA's Strategic Plan for consideration by the Governing Board;
2. Meet as necessary to review and recommend content related to other TPA initiatives (e.g., the 561 Mobility Plan, the Vision Zero Action Plan, transportation surtax funding strategies, and other plans and strategies) for consideration by the Governing Board;
3. Meet as necessary to review and recommend updates to TPA policies and procedures as requested by the Executive Director;
4. Meet as necessary to participate in TPA procurement selection committees as requested by the Executive Director;
5. 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, negotiating an employment agreement for Board consideration, and recommending an interim director for Board consideration; and
6. Undertake other tasks as may be assigned by the Governing Board.

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. MOTION TO APPROVE Meeting Minutes from June 6, 2022

2. ACTION ITEMS

A. MOTION TO RECOMMEND APPOINTMENT of _____ as the TPA Executive Director

During the June 6, 2022, Executive Committee meeting, Mayor Flores and TPA Consultant Bob Slavin were tasked with conducting preliminary interviews with qualified candidates for the Executive Director position to provide the committee with a short list for second interviews.

Members will be given the opportunity to question each of the potential candidates. Candidates will appear virtually and will be allocated 20 minutes of interview time. Cover letters and resumes are attached for the following individuals:

1. Ronnie Blackshear (Interview at 2:15 p.m.)
2. Valerie Neilson (Interview at 2:45 p.m.)
3. Chandra "Chad" Parasa (Interview at 3:15 p.m.)

B. MOTION TO RECOMMEND APPROVAL of an Employment Agreement with _____ as the TPA Executive Director

TPA General Counsel has provided the attached memo outlining the list of terms and conditions to be considered in the final Executive Director Employment Agreement. The draft employment agreement is attached and has been reviewed for legal sufficiency.

Following committee discussion, a motion to recommend approval of an employment agreement is requested and will be added to the July 21, 2022, Governing Board agenda as an Action Item.

3. INFORMATION ITEMS

There are no information items on this agenda.

4. ADMINISTRATIVE ITEMS

- A. Comments from the Chair and Member Comments
- B. Next Meeting – **August 8, 2022**
- C. Adjournment



TPA Office Location	Palm Tran PalmTran.org	WEST PALM BEACH DowntownW.P.B.com	TRI&RAIL Tri-Rail.com	CIRCUIT Free on-demand rides around West Palm Beach & Palm Beach 7 days a week. Download the app to ride.
Public Parking Private Parking <small>*Metered on-street parking available citywide (free with Handicap placard up to 4 hours)</small>	Palm Tran Bus Stop Palm Tran Route 1	Yellow Trolley Green Trolley Blue Trolley	brightline GoBrightline.com Brightline Station	Download on the App Store GET IT ON Google Play

Robert S. Weinroth, Mayor
TPA Chair
Palm Beach County

Chelsea S. Reed, 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.