



TPA Operating Procedures

Strategic Plan Item



GOAL

6

ADMINISTER THE AGENCY

Action	Outcome(s)
A Provide board member and staff training (MPOAC Institute, national conferences, local workshops)	40 trainings
B Modify TPA Committees to support TPA Initiatives	Revised Operating Procedures
C Pursue distinguished workplace designations	1 designation
D Provide quarterly financial summaries and audited Comprehensive Annual Financial Report (CAFR)	Summaries FY 21 CAFR
E Provide Strategic Plan Report	Report



Citizen's Advisory Committee

Role and Function

- Transportation plans
- Concerns of various segments of the community

Membership

- 1 representative per Governing Board member (only 5 vacancies)
- Governing Board required to ensure representation of minorities, elderly and persons with disabilities
- Membership also sought to represent environmental, business & construction, development, freight & goods, private transportation and general public

How the TPA meets fed/state requirements for CAC

TPA committee survey to track representation of demographic/social indicators (ex. minority, disability, elderly, business community)

4 minority

7 elderly

1 person with a disability

Governing Board members should choose appointments based on the need for minorities, elderly and persons with disabilities

Most common process by MPOs to meet requirements



Member Survey Results

Survey Completed April 2022 – 13 of 17 responded

- Representation of various municipalities is positive for the committee
- Ability to share knowledge and best practices among communities is beneficial
- Communities without a TPA Board Member are not represented
- Need to prioritize vacancies and expand recruitment
- Ask the TPA Board Members to be more mindful of appointments



Executive Committee discussion

- Did not recommend any changes to current structure
- Brought up time of the meetings not conducive to citizens



Questions?