

ITEM #1: CALL TO ORDER

The meeting is scheduled to be called to order by the chair at 10:30 a.m.

ITEM #2: APPROVAL OF AGENDA

Members are provided an opportunity to add or delete items from the agenda. Any item for which a member desires consideration by the HRTPO Board should be submitted at this time, as opposed to under “Old/New Business”.

ITEM #3: EXECUTIVE DIRECTOR REPORT

The Hampton Roads Transportation Planning Organization Executive Director will provide a report to the HRTPO Board.

Attachment 3



Michael J. Hipple, Chair
Andria P. McClellan, Vice-Chair



John L. Rowe, Chair
Donnie R. Tuck, Vice-Chair

TO: HRPDC/HRTPO Boards

BY: Robert Crum, Executive Director

RE: Executive Director's Report – January 2020

With the formation of the Southside Network Authority by the Southside cities, the Executive Director and HRPDC staff are providing staff support to help establish the Authority. This Authority will begin with the Southside localities and can be expanded to include other localities as the next phase of this project extends to the Peninsula. Work activities have included the following:

- The HRPDC is managing the procurement process on behalf of the Authority for the final 100% design work for the Southside fiber ring. A Request for Proposals (RFP) was prepared and issued by the HRPDC and a pre-proposal conference was held on December 17. Staff prepared and published an addendum on December 27 which responded to questions from the pre-proposal conference. The deadline for the submission of proposals is 2:00 PM, January 23.
- A job description for an Interim Executive Director to support the Authority has been prepared and is being advertised. This position will be supported by the Southside cities through the Authority.
- Authority formation documents and policies are being developed to establish operating procedures for the newly formed Authority.

The Executive Director provided a presentation on the Regional Broadband Initiative to the Hampton Roads Military and Federal Facilities Alliance (HRMFFA) Board on December 12.

The Executive Director provided a presentation on the Regional Broadband Initiative to Volunteer Hampton Roads on December 17.

The HRPDC staff continues to research opportunities related to offshore wind for the Hampton Roads region.

The Chief Administrative Officers (CAO) Committee met December 4 at the Gloucester County Main Library. Agenda items included the following:

- The annual *Life in Hampton Roads Survey* – presented by Dr. Ron Carlee, Old Dominion University
- Discussion of Regional Interest Items

The Executive Director attended and provided comments during a Commonwealth Transportation Board Public Hearing that was held November 6 at the Virginia Department of Transportation District Office in Suffolk.

The Executive Director and HRPDC Deputy Executive Director attended the Regional Economic Development Team meeting in Newport News on November 7.

The Executive Director participated in a stakeholder interview regarding Jefferson Lab on November 7.

The Executive Director continues to serve on the Envision 2020 Task Force.

The Executive Director has worked with the HRTAC Executive Director to discuss potential transit funding models with HRT localities.

The Executive Director continues to participate in meetings of the Virginia Association of Planning District Commissions (VAPDC).

On November 22, the Executive Director hosted the monthly Regional Roundtable meeting at the HRPDC.

The Norfolk/Virginia Beach Joint Land Use Study (JLUS) Policy Committee met December 2 at the HRPDC offices.

The Executive Director provided a presentation on the work of the HRPDC and HRTPO to the CIVIC Leadership Class on December 5.

The Executive Director served on two panels at the Society of American Military Engineers (SAME) Sea Level Rise Industry-Government Engagement Workshop that was held December 5 at the Norfolk Botanical Garden.

The Executive Director attended the December 10 meeting of the Virginia Peninsula Chamber of Commerce in Newport News. The results of the Regional Branding Initiative were presented at this meeting.

The Executive Director attended a City of Franklin Neighborhood Revitalization Planning Grant meeting on December 18.

On December 23, the Executive Director and HRPDC staff met with regional partners to discuss workforce development programs and needs related to the offshore wind industry in Hampton Roads.

The Executive Director attended the January 9 Hampton Roads Caucus meeting in Richmond.

On January 9, the Executive Director provided a presentation to the LEAD Hampton Roads Class on the work of the HRPDC and HRTPO.

The HRPDC/HRTPO Management Team continues to advance work on the following initiatives:

- Management of the Agency's Server Replacement Project
- Development of a strategic plan for building upgrades and improvements
- Research on establishment of a trust fund to address the organization's long-term pension liabilities
- IT Management
- Regional Building Operations, Maintenance and Meeting Support
- Building Safety Assessment
- Public Participation Plan
- Provision of human resource management services to the HRTAC and HRMFFA
- Financial services support for the HRTAC
- Personnel management