

**ITEM #1: CALL TO ORDER**

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

**ITEM #2: SECRETARY OF TRANSPORTATION BRIEFING**

The Honorable Aubrey L. Layne, Jr., Secretary of Transportation, will address the HRTPO Board.

**ITEM #3: 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 for consideration under “Old/New Business”.

**ITEM #4: EXECUTIVE DIRECTOR REPORT**

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

Attachment 4



*Ella P. Ward, Chair*  
*Michael J. Hipple, Vice-Chair*



*Thomas G. Shepperd, Jr., Chair*  
*John L. Rowe, Vice-Chair*

**TO: HRPDC/HRTPO Board Members**

**FROM: Robert Crum, Executive Director**

**RE: Executive Director's November 2017 Report**

The two GO Virginia applications endorsed by the HRPDC were submitted on October 31st. The preparation of these applications for the Hampton Roads Unmanned Systems Initiative and the Hampton Roads Broadband Initiative were a collaborative effort between the HRPDC staff and staffs from the participating jurisdictions. Copies of these applications can be found on the HRPDC web site at the following link:

<http://www.hrpdcva.gov/news/article/september/27/2017/hrpdc-endorses-two-proposals-for-go-virginia-funding/>

HRPDC staff joined locality staff to present these proposals to GO Virginia Review Committees on November 6th and November 10th. The GO Virginia Regional Council will make a decision on proposals endorsed for funding in GO Virginia Region 5 on November 14th, and the State GO Virginia Board is scheduled to make final funding decisions on December 12th.



The Hampton Roads Regional Legislative Agenda was approved by the HRPDC and HRTPO Board on October 19th. Staff is in the process of finalizing a brochure which



summarizes the regional legislative agenda, and will distribute this information at the November HRTPO and HRPDC meetings.

Information on ongoing Joint Land Use Studies (JLUS) in the Hampton Roads region can be accessed on the HRPDC web site at the link <http://www.hrpdcva.gov/departments/joint-land-use-studies>.

At the October HRTPO meeting, the project approach and guidance for the scope of work for the Regional Connectors Study was endorsed by the HRTPO Board. Staff is in the process of initiating the procurement process and Request for Proposals to select a consultant team for this planning effort.

HRTPO staff participated in a Route 58 Corridor Study Working Group meeting on October 13th in Suffolk.

The HRPDC staff continues to advance work on a regional economic development sites inventory. A status report on this effort is scheduled for the January HRPDC meeting.

The Executive Director attended the Regional Board Meeting of the Hampton Roads Chamber on October 11th.

The Executive Director and Deputy Director participated in a phone call on October 13th to discuss the status of the proposed I-87 effort in North Carolina.

The Executive Director has completed an initial screening of applicants for the Deputy Executive Director of Transportation position and has identified a short list of candidates to be interviewed. These interviews are being scheduled for the last week of November.

The Executive Director provided two presentations to the Old Dominion University Civil and Environmental Engineering Visiting Council on November 2nd. These presentations provided an overview of the work of the HRTPO and HRPDC and discussed existing and upcoming projects and efforts.

The Executive Director provided a presentation to the Lead Virginia Class on October 19th in Norfolk. This presentation focused on the HRTPO's transportation planning program and an overview of the region's transportation planning initiatives.

The Executive Director provided a presentation on the region's broadband initiative to the Norfolk/Virginia Beach Military and Economic Development Advisory Committee (MEDAC) on October 23rd.

The Executive Director participated in an October 24th meeting with community partners on potential branding approaches for the Hampton Roads region.

The Virginia Association of Metropolitan Planning Organizations (VAMPO) Board met via conference call on October 24th.

The Executive Director joined the HRTAC Executive Director in a presentation to the Tidewater Truckers Association on October 24th at the Greenbrier Country Club in Chesapeake. This presentation provided an overview on the work of the HRTPO and HRTAC and a status report on the region's priority transportation projects.

The Executive Director participated in the October 26th Regional Roundtable meeting at the Hampton Roads Economic Development Alliance (HREDA).

The Executive Director attended the Hampton State of the City Address on October 31st at the Hampton Roads Convention Center.

The Regional Chief Administrative Officers (CAO) Committee met on Wednesday, November 1st at the Bide-A-Wee Pavilion Golf Course in Portsmouth. The meeting agenda focused on a series of presentations from area economists on current regional economic conditions and the outlook for the coming year. CAO Committee members were accompanied by budget directors and Deputy CAOs from their localities to engage with each other and have an open conversation with regional economists regarding expectations for the Hampton Roads economy.

The HRPDC staff met with a representative of the FirstNet First Responder Network on November 8th.

The Executive Director met with VDOT District Administrator Jim Utterback on November 9th. These meetings occur on a quarterly basis to maintain open lines of communication and promote the exchange of information.

Several HRPDC/HRTPO staff members attended a Title VI training program that was hosted by VDOT at the Regional Building on November 9th.

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

- Recruitment for vacant staff positions
- Planning for upgrades to the Regional Building's HVAC system
- Finalizing the annual audit for the HRPDC/HRTPO – the audit will be presented to both boards on November 16th.
- Provision of financial and human resource management services to the HRTAC and HRMFFA
- Deployment of updated/new computers and IT management efforts
- Building maintenance issues and meeting logistics
- Employee evaluation system
- Conference call/webinar capabilities
- FY 2019 Budget