



COMPASS EXECUTIVE COMMITTEE MEETING  
MAY 8, 2018 1:30 P.M.  
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM  
700 NE 2<sup>ND</sup> STREET, SUITE 200  
MERIDIAN, IDAHO

**\*\* AGENDA \*\***

**I. CALL TO ORDER (1:30)**

**II. AGENDA ADDITIONS/CHANGES**

**III. OPEN DISCUSSION/ANNOUNCEMENTS**

**IV. CONSENT AGENDA**

Page 2 \* A. Approve April 10, 2018, Executive Committee Meeting Minutes

**V. ACTION ITEMS**

1:35 \* A. Establish June 18, 2018, COMPASS Board Meeting Agenda  
Page 4 *Staff proposed agenda items for the regular meeting of the COMPASS Board scheduled June 18, 2018, are attached.*

1:45 \* B. Approve FY2018 COMPASS Workgroup Charter for Performance Measure  
Page 11 Framework Workgroup  
*Matt Stoll will review a workgroup charter and seek Executive Committee approval. COMPASS Board of Directors' ratification will be sought at the June 2018 Board meeting.*

1:55 C. Executive Session - Personnel Matter Idaho Code [74-206 (b)]  
*Committee members will go into executive session to discuss the Executive Director's 2018 performance evaluation. No action will be taken in the executive session. Any action will be taken in open session.*

**VI. INFORMATION/DISCUSSION ITEM**

Page 12 \* A. Status Report – Regional Transportation Advisory Committee (Memo Only)

**VII. OTHER**

**VIII. ADJOURNMENT (2:30)**

**\*Enclosures Agenda is subject to change.**

Those needing assistance with COMPASS events or materials, or needing materials in alternate formats, please call 475-2229 with 48 hours advance notice. Si necesita asistencia con una junta de COMPASS, o necesita un documento en otro formato, por favor llame al 475-2229 con 48 horas de anticipación.

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**EXECUTIVE COMMITTEE MEETING  
APRIL 10, 2018  
COMPASS, 2<sup>ND</sup> FLOOR LARGE CONFERENCE ROOM  
MERIDIAN, IDAHO**

**Item IV-A**

**\*\*MINUTES\*\***

**ATTENDEES:** Sara Baker, Commissioner, Ada County Highway District, via telephone  
Dave Case, Commissioner, Ada County, **Chair**  
Elaine Clegg, Councilmember, City of Boise, **Vice Chair**, via telephone  
Tammy de Weerd, Mayor, City of Meridian, via telephone  
Jay Gibbons, Commissioner, Canyon Highway District #4, via telephone  
Debbie Kling, Mayor, City of Nampa, via telephone  
Nathan Leigh, Mayor, City of Parma, via telephone  
Garret Nancolas, Mayor, City of Caldwell, **Secretary-Treasurer**, via telephone  
Steve Rule, Commissioner, Canyon County, **Immediate Past Chair**  
Joe Stear, Mayor, City of Kuna, via telephone  
Bill Vaughan for Stan Ridgeway, Mayor, City of Eagle, via telephone

**MEMBERS ABSENT:** Tom Dale, Commissioner, Canyon County, **Chair Elect**

**OTHERS PRESENT:** Nancy Brecks, Community Planning Association  
Ken Burgess, Veritas Advisors  
Megan Larsen, Community Planning Association  
Matt Stoll, Executive Director, Community Planning Association

**CALL TO ORDER:**

Chair Dave Case called the meeting to order at 1:30 p.m.

**AGENDA ADDITIONS/CHANGES**

None.

**OPEN DISCUSSION/ANNOUNCEMENTS**

None.

## CONSENT AGENDA

### A. Approve March 13, 2018, Executive Committee Meeting Minutes

Steve Rule moved and Nathan Leigh seconded approval of the Consent Agenda as presented. Motion passed unanimously.

## ACTION ITEM

### A. Approve COMPASS Board Member Travel Request

Matt Stoll presented a travel request for Garret Nancolas to represent COMPASS at the National Association of Regional Councils' 52<sup>nd</sup> Annual Conference in Lake Buena Vista, Florida, June 3-6, 2018.

After discussion, **Elaine Clegg moved and Steve Rule seconded approval of Garret Nancolas representing COMPASS at the June 3-6, 2018 National Association of Regional Councils' annual conference as presented. Motion passed. Garret Nancolas abstained.**

## INFORMATION/DISCUSSION ITEMS

### A. Notification of the Executive Director's Annual Performance Review at the May 8, 2018, Executive Committee Meeting

Matt Stoll reviewed the process for the Executive Director's annual review at the May 8, 2018, Executive Committee meeting for Board approval in June 2018.

### B. Status Report – Regional Transportation Advisory Committee (memo only)

## ADJOURNMENT

Steve Rule moved and Tammy de Weerd seconded adjournment at 1:41 p.m. Motion passed unanimously.

Approved this 8th day of May 2018.

By: \_\_\_\_\_  
David L. Case, Chair  
Community Planning Association of  
Southwest Idaho

Attest:

By: \_\_\_\_\_  
Matthew J. Stoll, Executive Director  
Community Planning Association of  
Southwest Idaho

EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA

Item	Title/Description	Mandatory	Additional Information	Agenda Type <sup>1</sup>	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
1.	Approve Minutes from most recent Board Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Bimonthly	N/A	820
2.	Receive Minutes from most recent Executive Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Bimonthly	N/A	820
3.	Receive Minutes from most recent Finance Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	As Appropriate	N/A	820
4.	Status Report – Current Air Quality Issues	No	Mary Ann Waldinger will provide a monthly report of current air quality issues.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	801
5.	Receive Project Milestone Report	No	Toni Tisdale will provide a Project Milestone Report.	Ex. Dir. Report	N/A	N/A	Every Other Meeting	N/A	685
6.	Status Report – Standing Committee Attendance	No	Per Board request of May 17, 2004.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	820
7.	Receive Administrative Modifications to the Regional Transportation Improvement Program	Yes	Toni Tisdale will provide memorandums of approval for Administrative Modifications.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	685

<sup>1</sup> Action; Consent Agenda; Executive Director's Report; Information; Special Item; Committee Reports; Open Discussion/Announcements

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
8.	Approve List of Records for Destruction	No	Megan Larsen will seek COMPASS Board of Directors' approval of the list of records to destroy per the guidance in the Records Retention Policy.	Consent Agenda	N/A	N/A	As Appropriate	N/A	991
<b>CURRENT AGENDA ITEMS</b>									
9.	Ratify FY2018 Charter for Performance Measure Framework Workgroup	Yes	Carl Miller will seek COMPASS Board of Directors' ratification of the FY2018 Performance Measure Framework Workgroup charter.	Consent Agenda	NA	Carl Miller	June	NA	661
10.	Road to the 2020 Census: A Complete Count of Your Community	No	Jerry Wong, Partnership Specialist with the US Census Bureau, will provide an overview of plans for the 2020 Census.	Special Item	30	Jerry Wong, Partnership Specialist, US Census Bureau, and Carl Miller, COMPASS	June	NA	620
11.	Executive Session – Personnel Matter Idaho Code [74-206 (b)]	Yes	The Board of Directors will go into executive session to receive the Executive Committee's performance evaluation and recommendation for the Executive Director. No action will be taken in the executive session. Any action will be taken in open session.	Action	TBD	Chair	June	N/A	N/A

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
12.	Approve End-of-Year and Redistribution Priorities	Yes	Toni Tisdale will seek COMPASS Board of Directors' approval of End-of-Year and redistribution priorities.	Action	15	Toni Tisdale	June	May	685
13.	Adopt Resolution Amending the FY2018-2022 Regional Transportation Improvement Program	Yes	Toni Tisdale will seek adoption of amendments to the FY2018-2022 TIP to make changes requested by the City of Caldwell.	Action	5	Toni Tisdale	June	May	685
14.	Review Draft FY2019-2023 Transportation Improvement Program (TIP) Project List	Yes	Toni Tisdale will provide details of the Draft FY2019-2023 TIP for review, prior to public comment.	Information/ Discussion	20	Toni Tisdale	June	May	685
15.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the May 17, 2018, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	June		

## UPCOMING AGENDA ITEMS

16.	Approve updated <i>COMPASS Integrated Communication Plan/Public Involvement Plan</i>	Yes	Amy Luft will seek COMPASS Board of Directors' approval of the updated <i>COMPASS Integrated Communication Plan/Public Involvement Plan</i> .	Consent Agenda	N/A	Amy Luft	August	NA – PPW June	653
17.	Adopt Resolution Approving the FY2019 Unified Planning Work Program and Budget (UPWP)	Yes	Megan Larsen will seek COMPASS Board of Directors' approval of the FY2019 UPWP.	Action	15	Megan Larsen	August	N/A	601

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
18.	Approve COMPASS Workgroup Charters	No	Megan Larsen will seek COMPASS Board of Directors' approval of the COMPASS Workgroup Charters for FY2019.	Action	5	Megan Larsen	August	N/A	820
19.	Approve FY2019 <i>Communities in Motion</i> (CIM) Implementation Grants and Project Development Program projects	Yes	Kathy Parker will seek COMPASS Board of Directors' approval of FY2019 CIM Implementation Grants and Project Development Program projects.	Action	10	Kathy Parker	August	April	685
20.	Accept Change in Motion scorecard	Yes	Carl Miller will seek COMPASS Board of Directors' acceptance of the Change in Motion scorecard.	Action	20	Carl Miller	August	July	661
21.	Approve <i>Communities in Motion 2040 2.0</i> (CIM 2040 2.0) Measures	Yes	Carl Miller will seek COMPASS Board of Directors' acceptance of the CIM 2040 2.0 performance measures.	Action	20	Carl Miller	August	July	661
22.	Approve Performance Targets	Yes	Carl Miller will seek COMPASS Board of Directors' approval of MAP-21 Pavement and Bridge targets, the System Performance targets.	Action	30	Carl Miller	August	July	661
23.	Approve Updates to the FY2020-2024 Application Guide	No	Toni Tisdale and Kathy Parker will seek COMPASS Board of Directors' approval of updates to the FY2020-2024 Application Guide.	Action	10	Toni Tisdale Kathy Parker	August	June	685

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
24.	Approve Additional CIM 2040 2.0 Unfunded Local Projects	Yes	Liisa Itkonen will seek COMPASS Board of Directors' approval of additional unfunded local projects for CIM 2040 2.0.	Action	15	Liisa Itkonen	August	July	661
25.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the June 21, 2018, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	August	N/A	
26.	Review <i>Communities in Motion 2040 2.0</i> (CIM 2040 2.0) draft plan	Yes	Liisa Itkonen will review draft CIM 2040 2.0 plan prior to public comment.	Information/ Discussion	20	Liisa Itkonen	August	June	661
27.	Adopt Resolution Approving the FY2019-2023 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity Demonstration	Yes	Toni Tisdale will seek COMPASS Board of Directors' adoption of a resolution approving the FY2029-2023 TIP and associated air quality conformity demonstration, after review of public comments.	Action	20	Toni Tisdale	October	August	685
28.	Status Report – Finance Committee	No	The Finance Committee chair will provide a status report on the August 23, 2018, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	October		
29.	Leadership in Motion Awards Presentation	No	Board Chair and Executive Director will present the 2018 COMPASS Leadership in Motion awards.	At luncheon; before meeting	20	Chair /Matt Stoll	December Luncheon	N/A	653

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
30.	Appoint Staff Member to the Board of Trustees of the Boise Municipal Health Care Trust	No		Consent Agenda	N/A	N/A	December	N/A	
31.	Confirm Regional Transportation Advisory Committee Membership	Yes	COMPASS Bylaws require the Board confirm RTAC membership.	Consent Agenda	N/A	N/A	December	N/A	N/A
32.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the November 29 and December 13, 2018, Finance Committee meetings.	Information/ Discussion	5	Finance Committee Chair	December		
33.	Adopt <i>Communities in Motion 2040 2.0 (CIM 2040 2.0)</i> Plan	Yes	Liisa Itkonen will seek COMPASS Board of Directors' adoption of CIM 2040 2.0 plan.	Action	15	Liisa Itkonen	December	October	661
34.	Adopt Resolution Approving Revision 1 of the FY2019 Unified Planning Work Program and Budget (UPWP)	Yes	Megan Larsen will seek COMPASS Board of Directors' approval of Revision 1 of the FY2019 UPWP.	Action	15	Megan Larsen	December	N/A	601
35.	Confirm 2019 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer	Yes	COMPASS Bylaws require the Board confirm ascension of new Board officers and election of new Secretary-Treasurer.	Action	10	Matt Stoll	December	N/A	N/A
36.	Confirm 2019 Executive Committee Representatives for Cities under 25,000 in Population	Yes	COMPASS Bylaws require the Board confirm Executive Committee representatives for cities under 25,000 in population.	Action	10	Matt Stoll	December	N/A	N/A

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
37.	Confirm 2019 Executive Committee Representative from Highway Districts in Canyon County	Yes	COMPASS Bylaws require the Board confirm the Chair of one of the highway districts located in Canyon County as an Executive Committee representative.	Action	10	Matt Stoll	December	N/A	N/A
38.	Approve 2019 Federal Transportation Policy Positions	Yes	Ken Burgess will seek COMPASS Board of Directors' approval of federal transportation policy positions.	Action	15	Ken Burgess	December	N/A	N/A
39.	Approve 2019 Idaho Legislative Session Position Statements	Yes	Ken Burgess will seek COMPASS Board of Directors' approval of 2019 Idaho legislative session position statements.	Action	15	Ken Burgess	December	N/A	701



# Working together to plan for the future

Workgroup: Performance Measure Framework Workgroup (PMFWG)  
Staff Liaison: Carl Miller

**ITEM V-B**

**Purpose:**

The purpose of the PMFWG is to provide expert guidance and feedback on performance measures, targets, and reporting.

**Tasks:**

1. Provide recommendation of the Pavement and Bridge targets to the COMPASS Board.
2. Provide recommendation of the System Performance targets to the COMPASS Board.
3. Provide recommendation of the 2018 *Change in Motion* Scorecard to the COMPASS Board.
4. Provide recommendation of the *Communities in Motion* 2040 2.0 performance measures and targets to the COMPASS Board.

**Deliverables, Schedule:**

1. Pavement and Bridge targets (August 2018)
2. System Performance targets (August 2018)
3. *2018 Change in Motion* Scorecard (August 2018)
4. *Communities in Motion* 2040 2.0 performance measures and targets (August 2018)

**Membership:**

Membership in the PMFWG will be drawn from: members of the previously constituted Performance Measures Workgroup with additional representation from the Regional Transportation Advisory Committee (RTAC) by invitation.

Charter approved by Executive Committee: \_\_\_\_\_  
Date

Charter ratified by COMPASS Board: \_\_\_\_\_  
Date

Next planned review of charter by Executive Committee: PMFWG to complete work in FY2018.

*All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.*

## EXECUTIVE COMMITTEE AGENDA ITEM VI-A

Date: May 8, 2018

### **Topic: Status Report - Regional Transportation Advisory Committee (RTAC)**

#### **Request/Recommendation:**

Information Only.

#### **Background/Summary:**

RTAC Bylaws state that the RTAC Chair will submit a monthly status report on RTAC activities to the COMPASS Executive Committee. Below is an outline of agenda items and actions from the **April 25, 2018**, meeting.

#### **SPECIAL ITEM**

##### **Electric Vehicle Charging Stations**

Patti Best from Idaho Power presented an overview of trends in the use of electric vehicles (EVs) and corresponding needs and requirements for EV charging stations.

#### **ACTION ITEM**

##### **Transportation Management Area Balancing Actions**

RTAC approved actions to balance the Transportation Alternatives Program and Surface Transportation Program in the Transportation Management Area (TMA). The actions affect projects in FY2018 as well as projects proposed for the FY2019 – 2023 Regional Transportation Improvement Program (TIP). The recommended changes will be brought to the COMPASS Board of Directors for action at its June 18, 2018, meeting, following public comment.

#### **INFORMATION ITEMS**

##### **Pavement, Bridge, and System Performance Federal Performance Measure Targets**

COMPASS staff and Idaho Transportation Department (ITD) staff presented an introduction to pavement, bridge, and system performance federal performance measure requirements and ITD's progress toward developing statewide targets. RTAC requested a workgroup meeting to discuss pavement and bridge performance targets, and provide guidance to the full RTAC committee before recommendation to the COMPASS Board.

##### **Reporting of Federal Performance Measure Targets in the Regional Transportation Improvement Program**

COMPASS staff presented an overview of new reporting of federal performance measures in the TIP. COMPASS will begin reporting on safety performance measures in May 2018.

#### **More Information:**

- 1) Contact Liisa Itkonen, COMPASS Principal Planner, at (208)475-2241 or [litkonen@compassidaho.org](mailto:litkonen@compassidaho.org) or Nichoel Baird Spencer, Planner III, City of Eagle, at (208)489-8772 or [nbaird@cityofeagle.org](mailto:nbaird@cityofeagle.org)