



**Policy Committee Meeting Minutes**  
**March 18, 2019**

<http://www.fampo.gwregion.org/committees/policy-committee/>

**Members Present:**

Mr. Tim McLaughlin, Chair, County of Spotsylvania  
Mr. Tim Baroody, City of Fredericksburg  
Mr. Matt Kelly, City of Fredericksburg  
Mr. Billy Withers, City of Fredericksburg  
Mr. David Ross, Spotsylvania County  
Mr. Paul Trampe, Spotsylvania County  
Mr. Mark Dudenhefer, Stafford County  
Ms. Wendy Maurer, Stafford County  
Ms. Cindy Shelton, Stafford County  
Ms. Nancy Long, Caroline County (Non-voting member)  
Ms. Ruby Brabo, King George County (Non-voting member)  
Mr. Chuck Steigerwald, PRTC  
Ms. Michelle Shropshire, VDOT

**Others Present:**

Mr. John Jenkins, King George BOS  
Ms. Meg Bohmke, Stafford County BOS  
Mr. Todd Horsley, DRPT  
Ms. Susan Gardner, VDOT  
Mr. Stephen Haynes, VDOT  
Mr. Dave Swan, CTAC Chairman  
Mr. Rupert Farley, CTAC  
Mr. Dave McLaughlin, CTAC  
Mr. Paul Milde, Fredericksburg Chamber of Commerce  
Mr. Scott Shenk, Free Lance Star  
Mr. Randy Comer, Thrasher Group  
Mr. Bryon Counsell, Citizen, Stafford County  
Mr. Jason Towery, Citizen, Stafford County

**Staff Members Present:**

Mr. Paul Agnello, FAMPO  
Ms. Briana Hairfield, FAMPO

Ms. Kari Barber, FAMPO  
Mr. John Bentley, FAMPO  
Mr. Colin Cate, FAMPO  
Ms. Linda Millsaps, GWRC  
Ms. Kate Gibson, GWRC  
Mr. Colin Cate, FAMPO  
Ms. Michele Dooling, GWRC  
Ms. Leigh Anderson, GWRC  
Ms. JoAnna Roberson, GWRC

## **CALL FAMPO POLICY COMMITTEE MEETING TO ORDER**

Chair, Mr. McLaughlin called the meeting to order at 7:35 p.m. with a quorum present.

## **APPROVAL OF FAMPO POLICY COMMITTEE AGENDA**

Upon motion by Ms. Maurer and seconded by Mr. Kelly, with all concurring, the March 18th Policy Committee Agenda was approved as submitted.

## **PUBLIC INVOLVEMENT**

Mr. Swan advised that he is the chair for the FAMPO CTAC committee and he is here tonight to express concern & needed action by VDOT for pot hole repairs on the roads in Stafford County. Mr. Swan stated he has been contacted by several Stafford County bus drivers & the pot hole situation in Stafford has gotten to the point of it no longer being inconvenient but now has become a serious safety issue. Mr. Swan stated that he will be meeting with the Stafford County bus drivers to get more specifics & will be contacting VDOT to ask that these items be addressed.

## **CHAIRMAN'S COMMENTS - None**

## **FAMPO ADMINISTRATOR REPORT**

Mr. Agnello advised that a VDOT public meeting for discussion of the Route 126 interchange improvements in Spotsylvania County will be held on Tuesday, March 19<sup>th</sup> at Spotswood Elementary School from 5:00 to 7:00 p.m.

## **CONSENT AGENDA**

- a.) Approval of February 25, 2019 Policy Committee Meeting Minutes
- b.) Resolution 19-39, Approval of Allocation Transfer in TAP funding for Onville Road Sidewalk project in Northern Stafford County – John Bentley

Mr. Withers stated that the minutes from the January meeting have still not been approved. Dr. Millsaps stated that to date, Mr. Ivan Rucker with FHWA has not provided staff with updates to his presentation given at the January meeting. Dr. Millsaps stated Mr. Rucker would be contacted & edits made for approval of the January minutes at the April 15<sup>th</sup> meeting.

Upon motion by Mr. Kelly & seconded by Ms. Maurer, with all concurring, the Consent Agenda for the March 18<sup>th</sup> meeting was approved.

### **ACTION ITEMS/DISCUSSION ITEMS**

- a.) **CAO Briefing – Joint Presentation to both GWRC & FAMPO** – Mr. Tim Baroody, Mr. Tom Foley, & Mr. Mark Taylor

Mr. Baroody advised that over the past year considerable discussion by members of both the GWRC & FAMPO boards has arisen regarding the relationship between the two organizations & the roles/responsibilities of key staff in carrying out the functions of each organization.

Mr. Baroody relayed that he, along with Mr. Tom Foley, County Administrator for Stafford County & Mr. Mark Taylor, County Administrator for Spotsylvania County, were tasked in December of 2018 to explore the existing matters related to FAMPO & to clearly determine its relationship with GWRC. Mr. Baroody relayed a brief history, a narrative of current concerns, & options for consideration in moving forward will be included in tonight's presentation.

Mr. Baroody stated the original MOU was executed on April 14, 1993 between the 3 localities & VDOT. This document was based on federal code & was in accordance with the constitution & statues of the State of Virginia & resulted in the formation of the local MPO. Mr. Baroody advised the MOU directed VDOT to coordinate the responsibilities for "transportation planning, programming and implementation within the study area with those of the MPO." The document further defined membership & signature by all 4 entities.

Mr. Baroody relayed a subsequent MOU was executed in 2010 & updated in 2013, which indicated that FAMPO wished for GWRC to remain as its fiscal agent & described FAMPO's authority to "appoint a FAMPO Administrator from among GWRC staff who shall serve at the pleasure of the FAMPO Policy Committee.

Mr. Baroody advised that meetings have also occurred with Mr. Ivan Rucker from FHWA, VDOT, Hefty Wiley Law firm; & New River Valley MPO to gather as much information as possible for making recommendations included in tonight's presentation.

Mr. Baroody stated that all employees are GWRC employees; however, there are differing roles & purposes of both GWRC & FAMPO. GWRC is a public body with certain duties and authorities for expending funds, they can be sued & sue; they hire employees; they enter into contracts, etc. FAMPO, on the other hand, is a policy development & decision-making entity who has very specific & limited authority. FAMPO does not have the independent authority to expend funds, to sue or be sued, to hire employees, or to enter into contracts with the exception of procuring studies so would need to rely upon GWRC, or another entity, to serve as its fiscal agent who would be allocated to administer contracts, procurement, oversight & financial management.

Mr. Baroody stated that with the exception of New River Valley, the vast majority of MPO's state-wide are hosted by governmental entities & most are hosted by its local PDC. Mr. Foley advised that as fiscal agent, GWRC is responsible for all amendments to State & Federal contracts regarding personnel & funding & for amendments to the GWRC/FAMPO budgets.

Mr. Foley concurred with Mr. Baroody in that all employees serving under FAMPO are actually GWRC employees & are subject to GWRC's personnel policies & procedures. Mr. Foley stated current laws do not allow the FAMPO Policy Board to enter into an employment agreement but does not prohibit it from providing direct day to day supervision & performance management. Mr. Foley stated the updated 2013 MOU states that supervision of the FAMPO Administrator is a shared responsibility between the FAMPO Policy Board & the GWRC Executive Director. The FAMPO Policy Board is responsible for providing day to day supervision & performance management & GWRC Executive Director is responsible for providing oversight & supervision regarding ensuring compliance with the State, Federal & local laws, regulations & agreements are being adhered too.

Mr. Foley stated 3 issues were addressed: Personnel Policy; Financial Management (insuring money is available for proposals, projects, & changes); & General Accounting (to ensure contracts & agreements are maintained & submitted to state/federal government for concurrence).

Mr. Taylor advised the following key issues have been determined which include:

MPO's were established by federal law to ensure cooperation occurs in urban transportation planning & that FAMPO has sole decision-making authority over the urban transportation policies & currently authorizes the Fredericksburg metropolitan region the authority to direct the use of State & Federal funds for this purpose.

FAMPO is not an independent legal entity & does not have the independent authority to expend funds, sue & be sued, hire employees, or enter into leases or contracts & therefore requires a fiscal agent to fully carry out these responsibilities.

Mr. Taylor stated it was concurrence from the 3 executive research members that given the recent challenges experienced in the relationship between GWRC & FAMPO regarding roles & responsibilities that 2 possible options are available for consideration as a result of the concerns raised over the past year:

Option 1 – Maintain GWRC as FAMPO's fiscal agent but revise the existing MOU to further clarify roles & responsibilities

Option 2 – FAMPO consider utilizing a different fiscal agent

Mr. Taylor stated that should option 2 be the direction FAMPO chooses to go, a much more detailed review process would need to be conducted; however, the general steps involved are as follows:

Vote needed to clarify & activate staff to advance the Policy Board's desire to separate from GWRC & establish new fiscal entity

FAMPO Policy Board must have an identified & agreeable new fiscal agent acknowledging their desire to function in the capacity as FAMPO's fiscal agent – this fiscal agent needs to also be prepared to provide office space, administrative & management accommodations, etc. to the FAMPO staff

In regard to New River Valley MPO's alignment with Montgomery County serving as its fiscal agent, & is the only MPO in Virginia who has its fiscal agent with a local county entity, these planning approaches are patterned after North Carolina's approach to regional transportation planning. Mr. Taylor stated that the New River Valley is a very small MPO with an approximate \$200,000 total operating budget.

The following comments/questions were raised by both GWRC & FAMPO board members & are as follows:

Ms. Bohmke asked what the benefits would be to change fiscal agents if compliance requirements would still be needed.

Mr. Ross stated FAMPO has requested that the existing MOU be re-vamped for moving forward since last July & he thinks it is time to stop kicking the issue around and take action. Mr. Ross stated that in years past issues & concerns did not occur but over the last year it has clearly been seen that GWRC wants to have a complete take-over of FAMPO & its plans.

Mr. McLaughlin stated that FAMPO has outgrown GWRC & FAMPO will continue to receive funding & continue to grow whereas GWRC will experience no growth & has a history of having bounced checks or floating payments to accounts. Mr. McLaughlin stated it was time for FAMPO & GWRC to split & each entity go its own way.

Mr. Kelly asked for concurrence purposes that the existing MOU has been compared with legal review presented by Hefty Wiley law firm.

Ms. Brabo stated that for Caroline & King George Counties who voting membership on GWRC but are non-voting members at FAMPO, this could affect how these 2 counties continue applying its rural transportation dollars. Currently, they are allocated to FAMPO because GWRC has a vote at the table; however, if the entities split, then King George County would likely not continue allocating the \$72,500 in funding to FAMPO & instead would allocate them to GWRC so how would this work.

Mr. Kelly stated that there is a possibility in the very near future that both Caroline & King George counties will become members of FAMPO so their membership & rural transportation dollars are important to the region. Ms. Bohmke concurred & stated that no member locality was better or more important than another. Ms. Bohmke stated that if it was not for King George County efforts in dealing with the governor or Maryland there would be no new Route 301 bridge being built from Dahlgren to Maryland. Mr. Kelly stated that clearly Routes 301 in King George & Routes 2 & 17 in Caroline County are continuing to increase in importance as alternate travel options for the entire region. Ms. Maurer asked if rural transportation funding allocations can be better outlined with more clarity in a new MOU.

Mr. Ross stated the word "compliance" was used a lot in tonight's presentation – Mr. Ross asked for more clarity & specific definitions be provided on what "compliance" is. Mr. McLaughlin stated that GWRC does not have to approve FAMPO decisions but just needs to support them. If FAMPO has approved something, then GWRC just needs to endorse their decisions without question. Ms.

Maurer stated she feels it is a responsibility of GWRC to perform “due diligence” & she does not feel that GWRC is out of line by asking for specifics, clarifications, etc.

Ms. Brabo asked if a follow-up presentation can be given that stipulates the additional cost that would be incurred to both FAMPO/GWRC if FAMPO chooses to move forward to establish a new fiscal agent. Ms. Brabo asked if a checklist could be included that details pros & cons of exploring both options.

Mr. McLaughlin stated he initially thought this would be a large process to undertake & accomplish; however, after speaking with Mr. Taylor, he has learned moving to a new fiscal agent would not have major goals needed to accomplish.

Mr. Withers stated that as New River Valley is the only MPO in the state that is maintained & overseen by a locality & considering the total budget for this MPO is \$200,000 & that it is in an area of the state where growth does not compare with this region’s growth, etc. that he does not feel this is a fair & equitable comparison for a region of our size. Mr. Withers stated he would like to see the existing MOU amended, clarified & questions/concerns resolved & have the MPO remain as is with GWRC continuing to serve as the fiscal agent. Mr. Withers asked what would be some specifics a new entity would need to provide.

Mr. Taylor stated that for New River Valley, Montgomery County provides office space at no cost to staff of New River Valley MPO; that the Montgomery County Administrator is appointed to serve on both the MPO & PDC committees; that New River Valley contracts the planning work needed for the MPO/PDC as a result of the contract agreements for office space, etc.

Ms. Bohmke expressed thanks to Mr. Baroody, Mr. Foley & Mr. Taylor for their efforts in providing clarification & questions/answers to the issues regarding each entity. Ms. Bohmke stated it appears the executive committee was very thorough in reaching out to all partners/entities (i.e. FHWA, VDOT, Law firm, New River Valley) & that many different levels of feedback was provided. Ms. Bohmke stated that unless additional information is provided at an upcoming meeting that speaks otherwise, she does not see enough advantages into supporting FAMPO from seeking a new fiscal agent. She too concurred that the existing MOU needs to be updated, amended, better clarified, feedback from each locality, etc. to determine what is regionally best for FAMPO & for everyone to move forward.

Mr. Kelly stated that Dr. Millsaps was not hired to run transportation which is why the hiring committee looked specifically for someone who did not have a transportation background & there has been no attempts made by GWRC for a FAMPO takeover. Mr. Kelly stated that over the last year unilateral actions have occurred by the FAMPO Administrator that has resulted in GWRC/FAMPO verifying with state & federal representatives the information that has been relayed at committee meetings for validity. Mr. McLaughlin stated that Mr. Kelly was making a blatant accusation of an employee’s mis-use of funds & this was not acceptable. The committee advised that Mr. Kelly did not state a mis-use of funds had resulted but instead incorrect information has been provided. Mr. McLaughlin stated he was moving on with any other member comments & if Mr. Kelly has concerns regarding a specific employee that he wants these documented & submitted in writing to him. Mr. Kelly stated that written emails have already been submitted as a concern has arisen.

Mr. Dudenhefer stated there has been a lot of animosity occurring between the 2 boards over the last year & he feels “compliance” makes sense & we just need to re-define where the gray areas are & remove them. Mr. Dudenhefer stated the 2 committees need to forget what has happened over the last year & be ready to move forward with developing a revised MOU that provides more clarity. Mr. Dudenhefer stated he thinks 1 member from each FAMPO locality should be appointed to serve on the committee with the CAO’s & prepare a draft of a new MOU after both boards have reviewed & commented & then present a new MOU for approval from both boards.

Mr. Ross stated a time line needs to be implemented as again this issue has been kicked down the road for the last year. Ms. Bohmke relayed that she respectfully disagreed with Mr. Ross’s comments as the matter was made clear in late fall & the request for the City Manager & County Administrator’s to meet occurred in December of 2018. Mr. Ross stated a specific time line still needs to be implemented. Mr. Dudenhefer stated within 90 days, at the end of this fiscal year, would be an appropriate & reasonable time frame for comments to be made, meetings to be held with locality representative & City Manager/County Administrators & a revised MOU ready to be presented for vote in July. Mr. Kelly stated that this committee may also need to include both an FHWA & VDOT representative. Mr. Dudenhefer stated certainly these agencies would need to be contacted for clarity & review process but did not necessarily need to be a member of the committee.

Ms. Maurer asked if it was possible for both GWRC & FAMPO to take action tonight to move forward with recommendations made for establishing locality representation to meet with City Manager & County Administrators for purpose of providing updated draft MOU to be endorsed by both boards prior to July 1<sup>st</sup>.

Mr. McLaughlin stated there was a quorum present now at FAMPO & Ms. Bohmke stated that other than Mr. Black from Caroline County, there was also a quorum in place for GWRC as Ms. Long is in attendance at the Policy Committee meeting & represents Caroline County.

For FAMPO, upon motion by Mr. Dudenhefer and seconded by Mr. Ross, with all concurring, request was approved to have existing MOU updated & respective meeting representation to occur with an updated draft submitted for endorsement prior to July 1<sup>st</sup>.

For GWRC, upon motion by Mr. Withers & seconded by Ms. Brabo, with all concurring, request was approved to have existing MOU updated & respective meeting representation to occur with an updated draft submitted for endorsement prior to July 1<sup>st</sup>.

#### **b.) CMAQ/RSTP Project Scores & Funding– Paul Agnello**

Mr. Agnello advised the State released the FY20-25 budgets and the region received a net decrease of \$2,382. Mr. Agnello stated the CMAQ/RSTP funding needs to be allocated by late April & a request for FAMPO approval will be requested on April 15<sup>th</sup>.

Mr. Agnello stated the call for projects occurred from February 4<sup>th</sup> to February 26<sup>th</sup> & a total of 7 new projects were submitted for consideration with a total project cost of \$18.3m. Mr. Agnello stated staff also re-scored 4 projects that had been previously submitted for consideration that had limited funding allocated to them. The total amount of the projects was \$35m.

Mr. Agnello advised the fully funded FY19-24 SYIP projects, Smart Scale projects & the I-95 nb River Crossing project was not re-scored. Mr. Agnello stated there is \$53.3m in project request that is competing for a total of \$11.9m. Mr. Agnello relayed there is no guarantee that funding will be allocated for the 7 new projects; & some partial funding to existing projects could be de-funded; & the allocations are for FY20 to FY26, with most of the funding available in the out years of FY24 to FY26.

- i. Approval of Resolution 19-40 Allocating \$125,000 in CMAQ funding for GWRideConnect Staff & Operational Support (Action Item)

There were committee questions & comments in regard to allocating the \$125,000 in CMAQ funding to the GWRideConnect program for staff & operational support.

Mr. McLaughlin stated there is no solid plan in place & submitted to FAMPO for where the funds would be utilized. Ms. Maurer concurred that she thought it would be important for the committee to see where the funds are coming from; how much remains in the allocation if the \$125,000 is authorized; & the list of projects/options the reserve funding can be utilized for. Mr. Ross recommended this be deferred for endorsement until the April meeting so additional feedback & information can be provided by both staff & VDOT.

Upon motion by Mr. Steigerwald & seconded by Mr. Kelly, with all concurring, Resolution 19-40 was tabled for vote until the April 15<sup>th</sup> Policy Committee meeting.

- ii. FY2020 GWRideConnect Vanpool Connections Program & Services Presentation

Due to the lateness of tonight's meeting, Mr. Agnello advised the GWRideConnect Vanpool Connections Program & Services presentation is included in tonight's agenda packet for member review. As Resolution 19-40 was deferred for action until the upcoming April 15<sup>th</sup> meeting, additional presentation, if needed, can also be provided at the April 15<sup>th</sup> meeting.

**c.) Smart Scale Update– Paul Agnello**

Mr. Agnello stated that smaller projects received Smart Scale approval in Round 3 of the Smart Scale process. Mr. Agnello stated the approvals remained consistent in both Rounds 2 & with 60% of allocated funding going towards smaller state-wide projects. Mr. Agnello stated there is still a potential that project selections changes could occur as this remains an on-going item of discussion with the CTB. Mr. Agnello stated that a significant change for Round 4 is that there will be a shorter time frame implemented for the pre-application process & this will result in a significant change from the previous 3 rounds of the Smart Scale process.

Mr. Agnello stated that comments made by both him & other members state-wide, have requested that consideration be given to add up to 2 new projects for consideration after receiving notification that a project submitted was screened out. Mr. Agnello stated no decision from the State has been made on this allowance at this time.



Ms. Brabo asked if a specific locality does not submit the maximum number of projects it is eligible to submit, then can the extra be utilized by another locality within the region. For example, Ms. Brabo stated that King George County can submit up to 4 projects for project consideration & selection. However, King George County only submits 3 projects for approval so can the extra project that is allocated to King George be used by another locality within the FAMPO/GWRC region.

Mr. Agnello stated for Round 3, there was a greater focus on project readiness & 43% of projects screened out were done so because of project readiness concerns. Mr. Agnello stated that low cost projects overall & particularly low-cost bicycle/pedestrian projects scored quite well in Round 3. Mr. Agnello relayed 61 of 98 projects (62%) recommended for funding considerations have a project cost total of less than \$5. Mr. Agnello stated 29 of the 98 projects are bike/ped improvements which equates to about 30%. Mr. Agnello advised 30 projects have a total cost of \$5m to \$15m & 7 projects were greater than \$15m.

Mr. Agnello advised the next steps are for development of the draft SYIP in the February to April time frame; board discussions to revisions to staff recommended funding scenarios at the May CTB meeting; Adoption of SYIP at June CTB meeting; now & on-going until March, 2020, staff will begin developing & refining projects for Round 4 of the application selection process.

- i. Approval of Resolution 19-41, Endorsing a FAMPO Regional Approach to Smart Scale Round 3 Project Changes Within FAMPO (Action Item)

Mr. Agnello advised that per VDOT request, Resolution 19-41 was removed from Policy Committee consideration for endorsement at the March 18<sup>th</sup> meeting & presented as informational only at this time.

Mr. Agnello advised that the region's project that was selected in Round 3 of the Smart Scale process was a regional project for the Route 3 East Park & Ride lot in Stafford County. Mr. Agnello stated that neither Stafford County nor the majority of the FAMPO board felt this was the best use of the funding allocated. Mr. Agnello stated that Mr. McLaughlin has met with Mr. Nick Donohue to ask if this project that was selected can be exchanged for 3 other desired projects that were not included in the Draft Smart Scale funding scenario that would result in the same amount of funding allocated to the Park & Ride lot project. Mr. Agnello stated that Mr. Donohue has given verbal indication that this transfer could materialize.

Mr. Kelly stated that he would favorably support the transfer request made as long as FAMPO receives in writing from Mr. Donohue that this is approved. Mr. Kelly stated that in previous rounds of the Smart Scale application process that if a project is approved & not moved forward that the specific recipient does not receive the funding allocated to be applied to an additional project but instead forgoes the money allocated & then it is re-applied back to the State's budget for re-allocation at the State's discretion. Mr. Kelly stated it is important for FAMPO to know before approval of Resolution 19-41 is approved that funding allocations & project transfer is confirmed in writing by the State.

Mr. Agnello stated that for both Smart Scale & the UPWP, a special-called May FAMPO meeting may be required. Mr. Agnello stated the upcoming federal certification review dates of April 10<sup>th</sup> & 11<sup>th</sup> would prohibit staff from having ample time to prepare agenda packets for the scheduled April 15<sup>th</sup> Policy Committee meeting. Mr. Agnello stated the May Policy Committee meeting is scheduled

for May 20<sup>th</sup>; however, this meeting occurs after the May CTB meeting. These conflicts would also not allow staff the required advertisement time period of 30 days for public hearing & the UPWP must be approved by the June Policy Committee meeting. Mr. Agnello recommended an alternate date of May 6<sup>th</sup> for the special called meeting. Mr. Ross asked if the May 20<sup>th</sup> meeting would still occur or would the May 6<sup>th</sup> meeting replace the May Policy Committee meeting date.

It was requested that staff forward members alternate meeting dates/times for the week of May 6<sup>th</sup> to determine which day/time adapts to the majority of the Policy Committee member's schedules & then from this feedback an alternate May committee meeting date will be scheduled.

- ii. Input on Potential FY2020 Project to Develop a Predictive Model for Smart Scale – in packet for member review
- iii. Excel Spreadsheet Smart Scale Round 3 Summary – in packet for member review
- iv. City of Fredericksburg Resolution Supporting the Smart Scale Round 3 Project Changes – Resolution from City of Fredericksburg indicating support of the Round 3 project changes

**d.) Congestion Management Process (CMP) Update – Kari Barber**

Mr. Agnello stated that due to the lateness of tonight's meeting, a full CMP presentation would not be provided at tonight's meeting. Mr. Agnello stated he would just provide a brief re-cap.

Mr. Agnello stated the CMP has been a major work product for FAMPO staff & all work on the plan has been completed in-house by FAMPO staff. Mr. Agnello stated the CMP does not require a public hearing to occur before the plan can be approved.

Mr. Agnello stated the CMP is a systematic way that addresses the congestion in the Metropolitan planning area & FAMPO has to be in compliance with this plan as a result of the TMA allocations to northern Stafford County. Mr. Agnello advised the CMP is a federally mandated requirement for TMA's that goes along with the requirements for completion of the CLRP, UPWP & TIP.

- i. Draft CMP for Review – in packet for member review – comments to be made as soon as possible to Kari Barber

**e.) Federal Certification Review Update – Paul Agnello**

Mr. Agnello advised the first public meeting of the upcoming federal certification review process occurred at the FAMPO CTAC meeting on March 13<sup>th</sup>. Mr. Agnello stated the date FAMPO will appear for the site visit will be April 10<sup>th</sup> & 11<sup>th</sup> in Washington, DC. Mr. Agnello stated the desk audit was due on March 1<sup>st</sup> whereby 92 FAMPO files were requested to be submitted for review. Mr. Agnello stated FHWA will advise staff by March 22<sup>nd</sup> if additional information is needed before the site visit dates of April 10<sup>th</sup> & April 11<sup>th</sup>.

**f.) Title VI/Nondiscrimination Plan Update – Briana Hairfield**

- i. Approval of Resolution 19-42, Administrative Adjustment to the Joint GWRC/FAMPO Title VI Nondiscrimination Plan (Action Item)

Ms. Hairfield advised an updated Title VI plan is submitted tonight for endorsement by the Policy Committee. Ms. Hairfield stated the Title VI plan adopted at the February meeting only includes administrative updates to the plan included in tonight's agenda packet. Ms. Hairfield stated that when the plan was approved in February, it did not have included the signed assurances from VDOT. Ms. Hairfield stated those have now been received & these administrative updates are the only changes from this plan to the plan submitted in February.

Upon motion by Mr. Withers & seconded by Ms. Maurer, with all concurring, Resolution 19-42 was adopted by the FAMPO Policy Committee at the March 18<sup>th</sup> meeting.

**g.) FAMPO Budget & Staffing Update – Paul Agnello**

Mr. Agnello advised staff is advertising for applicants to fill the position vacated by Mr. Quint & will move forward with promoting a part-time staff member to full-time status. Mr. Agnello stated work is beginning on developing job description for filling the newly approved FAMPO position as modeler or engineer & this job posting will be added to job post boards over the next several months. Mr. Agnello relayed that the finalized budget allocations are not available to date; however, the funding expected now appears to be even higher than the amount previously projected.

- i. Resolution 19-34, Endorsing the Plan Developed by GWRC/FAMPO to fully staff FAMPO at seven positions in order to carry out the Unified Planning Work Program (UPWP) work activities (Approved Item) – in agenda packet for member review

**h.) Letter requesting appointment of a new Commonwealth Transportation Board (CTB) member to the Fredericksburg Construction District – Paul Agnello – In Packet for member review**

- i.) **Resolution 19-43 for Policy Committee to go into closed session (Action Item)**

Motion & second was given & concurred by all for Policy Committee to close the open session to go into closed session at 8:56 p.m.

- j.) **Resolution 19-44 for Policy Committee to return to Open Session (Action Item)**

Motion & second was given & concurred by all for Policy Committee to return to open session.

**CORRESPONDENCE** – In Packet & Self-explanatory

**STAFF AND AGENCY REPORTS** -None

**BOARD MEMBER COMMENTS** - None

**ADJOURN FAMPO MEETING/NEXT MEETING, APRIL 15, 2019** – The March 18th, 2019 FAMPO Policy Committee meeting adjourned at 9:53 p.m. & the next meeting will be on April 15, 2019 at 7:15 p.m.