



Photo: Powhatan County Welcome Sign.

Richmond Regional Transportation Planning Organization (RRTPO) Executive Committee

NOTES

This meeting is open to the public. Members of the public are invited to attend virtually. Please alert the RRTPO at RRTPO@PlanRVA.org if electronic transmission of this meeting fails for the public. Please refer to our [Statement Regarding Virtual Meeting Participation by Members of the Public](#) for more information.

Check out our complete [Public Participation Guide](#) online to learn about the different ways you can stay connected and involved.

Meetings are also live streamed and archived on our YouTube Channel at [Plan RVA - YouTube](#).

Members of the public are invited to submit public comments either verbally or in writing. Written comments can be submitted through the Q&A/Chat function on Zoom by email to RRTPO@PlanRVA.org. Written comments will be read aloud or summarized during the meeting when possible and will be included in the meeting minutes. Verbal comments will be taken during the Public Comment Period on the agenda.

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Richmond Regional Transportation Planning Organization
Executive Committee
Meeting Agenda

Thursday, May 29, 2025 – 8:30 a.m.

**PlanRVA James River Boardroom, 424 Hull Street, Suite 300,
Richmond, VA 23224 and via Zoom**

If you wish to participate in this meeting virtually, please register through this
[ZOOM WEBINAR LINK](#)

Call to Order, Welcome and Introductions (*Chair Newbille*)

Certification of a Quorum (*Janice Scott*)

A. GENERAL ADMINISTRATION

- 1. Confirmation of Member Participation from a Remote Location** (*Chair Newbille*)

Action requested (if there are member requests to participate remotely):

motion to confirm that the Chair's decision to approve or disapprove the member(s) request to participate from a remote location was in conformance with the RRTPO Policy for Remote Participation of Members; and, the voice of the remotely participating member(s) can be heard by all persons at the primary or central meeting location (voice vote).

- 2. Consideration of Amendments to the Meeting Agenda** (*Chair Newbille*)

- 3. Public Comment Period** (*Chair Newbille*)

- 4. Approval of Meeting Minutes** (*Chair Newbille*)

- a. [March 6, 2025, Meeting Minutes](#)** – page 4
b. [April 3, 2025, Meeting Minutes](#) – page 6

Action requested: motion to approve the meeting minutes as presented (voice vote).

5. Secretary's Report *(Martha Shickle/30 minutes)*

a. Compliance Activities Update

b. Policy Board Meeting Consent Agenda Items

6. Adjournment *(Chair Newbille)*

Next Meeting: August 7, 2025, 8:30 a.m.

PlanRVA Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224
or via Zoom for those who register

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
EXECUTIVE COMMITTEE**

**MINUTES OF MEETING
PlanRVA James River Boardroom and via Zoom
Thursday, March 6, 2025 - 8:30 a.m.**

MEMBERS and ALTERNATES (A) PRESENT (X), VIRTUAL (V):

Town of Ashland		Charles City County		Chesterfield County	
John H. Hodges		Byron Adkins, Sr.		James M. Holland	
Goochland County		Hanover County		Henrico County	
Jonathan Lyle	X	Sean M. Davis	X	Jody K. Rogish	X
New Kent County		Powhatan County		City of Richmond	
John P. Moyer	X	Mark Kinney		Cynthia I. Newbille	X

The technology used for the RRTPO Executive Committee meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

Call to Order

The Richmond Regional Transportation Planning Organization (RRTPO) Policy Board Chair, Cynthia Newbille, presided and called the RRTPO Executive Committee meeting to order at 8:30 a.m.

Attendance Roll Call & Certification of Meeting Quorum

Janice Scott, Board Relations Manager, took the roll call for attendance and certified that a quorum was present.

1. Confirmation of Member Participation from a Remote Location

There were no members participating remotely.

2. Consideration of Amendments to the Meeting Agenda

Martha Shickle explained that the October 31, 2024, meeting minutes were not approved at the last meeting due to a lack of quorum. She asked that they be added to this agenda for approval.

On motion by Jody Rogish, seconded by Sean Davis, the members of the RRTPO Executive Committee voted to amend the agenda to include the October 31, 2024, meeting minutes (voice vote).

3. Open Public Comment Period

There were no requests to offer public comment either in-person or online.

4. Approval of October 31, 2024, and February 6, 2025, RRTPO Executive Committee Meeting Minutes

On motion by Jody Rogish, seconded by John Moyer, the members of the RRTPO Executive Committee voted to approve the meeting minutes as presented (voice vote).

5. Secretary's Report

a. FY26 Work Program Priorities

Ms. Shickle provided an overview of the work program priorities and reported on recent recognitions on the agency's scenario planning efforts.

The FY26 Uniform Planning Work Program (UPWP) will be presented to the Policy Board in May for approval. The Technical Advisory Committee will be reviewing the specific tasks and budget amounts between now and April. The Executive Committee will be asked to review the UPWP draft in April.

Ms. Shickle reviewed the planning focus and emphasis areas that will be used to develop the UPWP.

Committee members had questions and Ms. Shickle clarified that the items she listed were based on the compliance requirements rather than in a priority order. Feedback on prioritization from the Executive Committee members will be sought.

There was a discussion about federal funding sources; guidance on potential funding changes is being sought from the Departments of Commerce, Defense and Transportation.

b. Equity Working Group Update

Ms. Shickle reported that the group has been meeting to evaluate a possible compensation policy for public participation and to evaluate and make recommendations to update the agency's Title VI plan.

c. Upcoming Program Topics

Ms. Shickle reported that Laura Farmer, VDOT, will be presenting at the Policy Board meeting on Highway 895.

April Executive Committee topics:

- Discussion on potential nominating committee.
- Review of the draft FY26 UPWP.
- The Port of Virginia tour has been tentatively scheduled for September 4th.

6. Adjournment

Chair Newbille reported that the April meeting may run longer than usual. There was a consensus to start that meeting at 8:00 a.m.

The meeting was adjourned at 9:01 a.m.

The next meeting is scheduled for April 3, 2025, 8:00 a.m., in the PlanRVA Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom

Richmond Regional Transportation Planning Organization Executive Committee Meeting Minutes

Thursday, April 3, 2025 – 8:00 a.m.

**PlanRVA James River Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224 and
via Zoom**

Members and Alternates Present (X), Virtual (V):

Town of Ashland		Charles City County		Chesterfield County	
John H. Hodges		Byron Adkins, Sr.		James M. Holland	
Goochland County		Hanover County		Henrico County	
Jonathan Lyle	X	Sean M. Davis		Jody K. Rogish	X
New Kent County		Powhatan County		City of Richmond	
John P. Moyer		Mark Kinney		Cynthia I. Newbille	

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Call to Order

The Richmond Regional Transportation Planning Organization (RRTPO) Policy Board Vice Chair, Jody Rogish, presided and called the RRTPO Executive Committee meeting to order at 8:35 a.m. He announced that because only two members were present no agenda items could be heard.

Attendance Roll Call & Certification of Meeting Quorum

Janice Scott, Board Relations Manager, reported that there was not a quorum present.

1. Confirmation of Member Participation from a Remote Location

There were no members participating remotely.

2. Consideration of Amendments to the Meeting Agenda

There were no requested amendments to the agenda.

3. Open Public Comment Period

There were no requests to offer public comment either in-person or online.

4. Approval of March 6, 2025, RRTPO Executive Committee Meeting Minutes

No action due to lack of quorum.

5. Secretary's Report

- a. FY26 Work Program Priorities**
- b. FY26 Officer Rotation**
- c. FY26 Meeting Schedule**
- d. Bylaws Update**

Report not given due to lack of a quorum.

6. Adjournment

Vice Chair Rogish adjourned the meeting at 8:38 a.m.

The next meeting has been rescheduled for May 29, 2025, Richmond, VA 23224 and via Zoom.