

**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