

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
EXECUTIVE COMMITTEE**

**MINUTES OF MEETING
PlanRVA James River Boardroom and via Zoom**

Thursday, April 4, 2024- 8:30 a.m.

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

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

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, James Holland, presided and called the April 4, 2024, RRTPO Executive Committee meeting to order at 8:32 a.m.

Attendance Roll Call & Certification of Meeting Quorum

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

1. Confirmation of Member Participation from a Remote Location

Chair Holland announced his approval of the request of Cynthia Newbille to participate remotely in the meeting for the following reason: a personal matter, specifically a scheduling conflict that prevents attendance in-person.

The RRTPO Policy Board voted unanimously to confirm that the Chair's decision to approve the member's requests 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 could be heard by all persons at the primary or central meeting location. (voice vote).

The quorum was updated to show the presence of the remote member.

2. Consideration of Amendments to the Meeting Agenda

There were no agenda amendments requested.

3. Approval of March 7, 2024, RRTPO Executive Committee Meeting Minutes

On motion by John Hodges, seconded by Byron Adkins, the members of the Executive Committee voted to approve the meeting minutes as presented (voice vote).

4. RRTPO Secretary's Report

Myles Busching, Secretary, reported that staff is proposing moving the next meeting from May 2nd to May 9th due to a scheduling conflict.

5. Review of Selected RRTPO Agenda Topics

Mr. Busching provided details on the following action items on the Policy Board agenda:

- Human Services Grant Program (FTA 5310) Project Endorsements
- FY24 – FY27 Transportation Improvement Program Amendment – I-64 Gap Segment B (UPC 123831)
- FY24 Unified Planning Work Program (UPWP) Amendment
- Public Engagement Plan Update

6. Next Meeting

On motion by Jonathan Lyle, seconded by Cynthia Newbille, the members of the Executive Committee voted to approve the reschedule the next meeting to May 9, 2024, at 8:30 a.m. (voice vote).

The next meeting is proposed for May 9, 2024, at the PlanRVA River Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224.

7. Adjournment

Chair Holland adjourned the meeting at 8:49 a.m.