



COMPASS EXECUTIVE COMMITTEE MEETING
APRIL 11, 2017 1:00 P.M.
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
700 NE 2ND STREET, SUITE 200
MERIDIAN, IDAHO

**** AGENDA ****

I. CALL TO ORDER (1:00)

II. AGENDA ADDITIONS/CHANGES

III. OPEN DISCUSSION/ANNOUNCEMENTS

IV. CONSENT AGENDA

Page 2 * A. Approve March 14, 2017, Executive Committee Meeting Minutes

V. ACTION ITEM

1:05 * A. Recommend *COMPASS Organizational Roles and Values* for
Page 5 COMPASS Board Approval

Matt Stoll will seek a recommendation of the COMPASS Organizational Roles and Values for COMPASS Board approval.

VI. INFORMATION/DISCUSSION ITEMS

1:25 A. Status Report – 2017 Idaho Legislative Session

Ken Burgess will recap the 2017 Idaho legislative session.

B. Notification of the Executive Director’s Annual Performance Review at the May 9, 2017, Executive Committee Meeting

Page 10 * C. Status Report – Regional Transportation Advisory Committee

(Memo Only)

VII. OTHER

VIII. ADJOURNMENT (2:00)

***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
MARCH 14, 2017
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

Item IV-A

****MINUTES****

ATTENDEES: Sara Baker, Commissioner, Ada County Highway District, **Immediate Past Chair**
Elaine Clegg, Councilmember, City of Boise, **Secretary-Treasurer**
Tammy de Weerd, Mayor, City of Meridian
John Evans, Mayor, City of Garden City
Jay Gibbons, Commissioner, Canyon Highway District #4
Bob Henry, Mayor, City of Nampa, **Vice Chair**
Nathan Leigh, Mayor, City of Parma
Stan Ridgeway, Mayor, City of Eagle

MEMBERS ABSENT: Dave Case, Commissioner, Ada County, **Chair Elect**
Garret Nancolas, Mayor, City of Caldwell
Steve Rule, Commissioner, Canyon County, **Chair**

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

CALL TO ORDER:

Vice Chair Bob Henry called the meeting to order at 1:00 p.m.

AGENDA ADDITIONS/CHANGE

Matt Stoll requested to add Agenda Item V. C Approve Board Member Travel Request, for Elaine Clegg to attend the AMPO Board of Directors' meeting April 25-27, 2017, in Washington, D.C.

After discussion, **Jay Gibbons moved and John Evans seconded to amend the agenda to include Action Item V. C Approve Board Member Travel Request as requested. Motion passed unanimously.**

OPEN DISCUSSION/ANNOUNCEMENTS

General announcements were made.

CONSENT AGENDA

A. Approve February 7, 2017, Executive Committee Meeting Minutes

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

ACTION ITEMS

A. Establish April 17, 2017, COMPASS Board Meeting Agenda

Matt Stoll presented staff proposed Agenda Items 1-12 and requested to add Item 11-B, Adopt Resolution Amending the FY2017-2021 Regional Transportation Improvement Program for the April 17, 2017, COMPASS Board meeting.

After discussion, **Tammy de Weerd moved and Sara Baker seconded approval of Agenda Items 1-12 and 11-B for the April 17, 2017, COMPASS Board meeting as presented. Motion passed unanimously.**

B. Provide Direction Regarding Involvement in Discussions about Region 3 Economic Development District

Matt Stoll requested direction regarding a request from the Idaho Department of Commerce seeking COMPASS' participation in discussions about the reestablishment of the Region 3 Economic Development District.

After discussion, **Sara Baker moved and Jay Gibbons seconded that Matt Stoll participate in the discussions for the expressed purpose of keeping the Board involved with what is going on, but to take no action other than as an observer. Motion passed unanimously.**

C. Approve Board Member Travel Request

Matt Stoll presented a travel request for Elaine Clegg to attend the AMPO Board of Directors' meeting April 25-27, 2017, in Washington D.C.

After discussion, **John Evans moved and Nathan Leigh seconded approval of Elaine Clegg's travel request as presented. Motion passed unanimously.**

INFORMATION/DISCUSSION ITEMS

A. Status Report - 2017 Idaho Legislative Session

Ken Burgess provided a status report on activity during the 2017 Idaho legislative session to date.

B. Status Report - FY2016 and FY2017 COMPASS Workgroups Tasks

Megan Larsen provided a status report of expected deliverables and the current status of FY2016 and FY2017 COMPASS Workgroups tasks. Per the COMPASS Bylaws, a status report will be provided to the Executive Committee twice per year.

OTHER

Matt Stoll recapped a discussion staff had with ICRMP regarding possible COMPASS ICRMP membership and what would be required.

ADJOURNMENT

Vice Chair Henry adjourned the meeting at 1:50 p.m.

Dated this 11th day of April 2017.

Approved:

By: _____
Steven Rule, Chair
Community Planning Association of
Southwest Idaho

Attest:

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

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EXECUTIVE COMMITTEE AGENDA ITEM V-A

Date: April 11, 2017

Topic: COMPASS Organizational Roles and Values

Request/Recommendation:

COMPASS staff seeks a recommendation of COMPASS Board approval of the *COMPASS Organizational Roles and Values*.

Background/Summary:

COMPASS' most recent strategic plan was adopted by the COMPASS Board of Directors in December 2013 and covered a time period of FY2015 – FY2017. In early 2016, COMPASS staff began a process to update that strategic plan. The first step in that process was to review strategic plans and similar documents developed by other metropolitan planning organizations around the country.

This review prompted a decision to move away from a strategic plan, *per se*, to a broader examination of COMPASS' regional role and what values should guide COMPASS operations.

COMPASS staff worked as a whole and in small groups to discuss and collectively define our agency roles and describe the values that reflect the high standards of excellence that COMPASS strives for. The attached *COMPASS Organizational Roles and Values* document is the result of those efforts.

The roles and values as described in the *COMPASS Organizational Roles and Values* are:

Roles:

- Planner
- Facilitator
- Expert
- Implementer

Values:

- COMPASS is innovative
- COMPASS is collaborative
- COMPASS is inclusive
- COMPASS is proactive
- COMPASS values the whole person

The attached *COMPASS Organizational Roles and Values* document also includes the COMPASS vision and mission, as well as details that more fully describe the roles and values.

Implication (policy and/or financial):

The *COMPASS Organizational Roles and Values* will guide COMPASS into the future. These roles and values will be used to guide COMPASS in developing its Unified Planning Work Program, completing employee evaluations and performance plans, identifying human resources needs, and more.

More Information:

- 1) Attachment: COMPASS Organizational Roles and Values
- 2) For more detailed information, contact: Matt Stoll, Executive Director, 475-2266 or mstoll@compassidaho.org.

Community Planning Association of Southwest Idaho (COMPASS)

Organizational Roles and Values

COMPASS Vision

The Community Planning Association of Southwest Idaho (COMPASS) is the forum for regional collaboration in southwest Idaho that helps maintain a healthy and economically vibrant region, offering people choices in how and where they live, work, play, and travel.

Agency Mission

The mission of COMPASS is to conduct regional planning, facilitate coordination and cooperation, serve as a source of information and expertise on issues affecting southwest Idaho, and assist member agencies in accessing funding to accomplish local and regional goals.

Roles and Strategies

Role #1. Planner

Strategies:

1. Develop executable, integrated, multi-faceted plans reflecting elements of a healthy, economically vibrant region including:
 - Community infrastructure
 - Economic development
 - Environment
 - Farmland
 - Health
 - Housing
 - Land use
 - Open space
 - Transportation
2. Develop implementable multi-modal transportation plans, programs, and solutions encompassing the entire transportation system, to include:
 - Active transportation
 - Freight
 - Public transportation
 - Roadways
3. Use performance-based planning to support data-assisted decision-making

Role #2. Facilitator

Strategies:

1. Bring stakeholders together to share ideas and information, identify common goals, and collaborate on strategies to maintain a healthy and economically vibrant region
2. Encourage meaningful involvement
3. Provide educational opportunities to support stakeholders as engaged participants in developing regional strategies and solutions
4. Encourage vigorous debate to create a better outcome and support the final decision

Role #3. Expert

1. Serve as the regional source of data and state-of-the-art technical expertise in, but not limited to...
 - Planning
 - Geographic information systems
 - Demographic data and forecasting
 - Modeling related to travel demand, land use, economic development, and air quality conformity
2. Perform and share quality analyses to enhance information-based decision-making and increase awareness of regional issues
3. Develop and maintain knowledge of emerging trends and evolving regulations to meet regional and member needs
4. Invest in the skills of our staff to remain on the cutting edge of planning and technical best practices

Role #4. Implementer

1. Secure and program financial resources for COMPASS and its members to implement projects that meet regional goals
2. Align policies, fund and monitor projects, and execute programs to reflect regional goals
3. Enhance the influence of the region by serving as leaders in policy and professional organizations
4. Advance regional goals by leveraging COMPASS members' influence at the state and national levels

Values

COMPASS is Innovative

COMPASS...

- Encourages the pursuit of new ideas and solutions
- Recognizes that innovation comes with risk
- Strives for invention and creativity
- Embraces change as an opportunity
- Challenge the status quo or legacy ideas

COMPASS is Collaborative

COMPASS...

- Fosters an atmosphere of trust and respect
- Promotes transparency
- Expects collective accountability and ownership
- Supports an open exchange of ideas
- Embraces participatory decision making

COMPASS is Inclusive

COMPASS...

- Empowers all residents to be active participants in shaping the future of the region
- Treats all stakeholders equitably
- Takes special efforts to involve traditionally underrepresented populations
- Demonstrates simplicity, accuracy, and clarity in communication

COMPASS is Proactive

COMPASS...

- Has foresight and takes a long-term view
- Recognizes problems and opportunities and takes appropriate actions
- Proposes well-vetted options and implements solutions

COMPASS Values the Whole Person

COMPASS...

- Respects the knowledge, skills, ideas, and capabilities that all people bring to the team
- Supports professional growth
- Demonstrates courtesy and civility at all times
- Supports work-life balance
- Embraces diversity

EXECUTIVE COMMITTEE AGENDA ITEM VI-C

Date: April 11, 2017

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

Request/Recommendation:

Information Only.

Background/Summary:

Revised RTAC bylaws outline 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 **January 25, 2017 and February 22, 2017** meetings.

February 15, 2017 and March 15, 2017 were workshops for the development of the FY2018-FY2022 Transportation Improvement Plan (TIP).

January 27, 2017

Action Items:

Jeff Barnes, City of Nampa was elected RTAC Chair and Brian McClure, City of Meridian was elected Vice-Chair.

Approved TMA Balancing actions for several projects with new cost estimates to utilize 100% of available funding in the program.

Projects which received funding increases included the Planning, Freight, and Goods Movement Study; SH-16 and Beacon Light Road Intersection Improvements; and Avenue E (4th Street to Main Street) Pedestrian Improvements in Kuna.

Recommended Resource Development Plan for COMPASS Board approval

The Resource Development Plan is required by the COMPASS bylaws and guides efforts towards securing outside funding from all sources. The intent of the Plan is to increase the amount of outside resources being invested in the Treasure Valley to implement the regional long-range transportation plan, *Communities in Motion 2040* (CIM 2040).

Information Items:

Received a status report on the I-11 Intermountain West Corridor Study and Potential Next Steps

Liisa Itkonen gave a report on the future I-11 project that has begun to take shape between Phoenix and Las Vegas. In 2012, Arizona Department of Transportation and the Nevada Department of Transportation began the I-11 and Intermountain West Corridor Study, but there is no formal engagement to move the study forward. The alignment of any future corridor extending from northern Nevada could have implications for Idaho's economy and transportation system.

February 22, 2017

Action Items

Recommended Amending the FY2017-FY2021 Regional Transportation Improvement Program

RTAC recommended an amendment to the COMPASS Board to update the scope of an ITD bridge rehabilitation project and increase funding on a pavement rehabilitation project at the Sand Hollow Interchange. The increased funding will come from statewide balancing within ITD.

Rank Applications for FY2018-FY2022 Funding Cycle

Forty one applications were received that were eligible for federal aid or *Communities in Motion* Implementation Grant funding. RTAC members used the Audience Response System (ARS) to rank the projects in the paired comparison process called for in *Communities in Motion 2040*. Ranked projects were used by COMPASS staff for draft programming and as material for the programming workshop and subsequent FY2018-FY2022 TIP program, acted upon by RTAC at the April 2017 RTAC meeting.

More Information:

- 1) Contact Sabrina Minshall, COMPASS Director of Planning, at (208)475-2234 or sminshall@compassidaho.org or Jeff Barnes, RTAC Chair, at (208) 468-5521 or barnesj@cityofnampa.us.

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