



**EXECUTIVE COMMITTEE MEETING  
AUGUST 21, 2012  
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM  
MERIDIAN, IDAHO**

**\*\*MINUTES\*\***

**ATTENDEES:** Dave Bieter, Mayor, City of Boise  
Tom Dale, Mayor, City of Nampa,  
**Secretary/Treasurer**  
David Ferdinand, Commissioner, Canyon County,  
**Immediate Past Chair**  
Carol McKee, Commissioner, Ada County Highway  
District, **Chair**  
Bryce Millar, Commissioner, Nampa Highway  
District #1, **Chair Elect**  
Garret Nancolas, Mayor, City of Caldwell  
Charlie Rountree, Councilman, City of Meridian, **Vice  
Chair**  
Rick Yzaguirre, Commissioner, Ada County

**MEMBERS ABSENT:** Nathan Mitchell, Mayor, City of Star  
Darin Taylor, Mayor, City of Middleton

**OTHERS PRESENT:** Nancy Brecks, Community Planning Association  
Sally Goodell, Ada County Highway District  
Amy Luft, Community Planning Association  
Patricia Nilsson, City of Boise  
Jim Reynolds, Mayor, City of Eagle  
Matt Stoll, Executive Director, Community  
Planning Association  
Toni Tisdale, Community Planning Association  
Jeanne Urlezaga, Community Planning Association

**CALL TO ORDER:**

Chair McKee called the meeting to order at 2:40 pm.

**AGENDA ADDITIONS/CHANGES**

Chair McKee stated Action Item IV-B, Executive Director's Evaluation, will be added to the Agenda based on the discussion at the August 20, 2012, Board meeting.

**After discussion, David Ferdinand moved and Rick Yzaguirre seconded to add Action Item IV-B to the Agenda as presented. Motion passed unanimously.**

## **OPEN DISCUSSION/ANNOUNCEMENTS**

Various announcements were made by executive committee members.

## **CONSENT AGENDA**

### **A. Approve July 17, 2012, Executive Committee Meeting Minutes**

**Garret Nancolas moved and Tom Dale seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEMS**

### **A. Establish September 17, 2012, COMPASS Board Agenda**

Matt Stoll presented staff proposed Agenda Items 1-19 for the September 17, 2012, COMPASS Board meeting. Matt requested to add Information/Discussion Item 19-B, Review of MAP 21 and Consent Agenda Item 19-C, Approve Boise State University Non-Elected Board Member. Matt also requested the latitude to amend the agenda as necessary.

After discussion, **Tom Dale moved and Charlie Rountree seconded approval of the September 17, 2012, Board meeting Agenda Items 1-19-C as presented. Matt Stoll has the latitude to amend the agenda as necessary. Motion passed unanimously.**

### **B. Establish Process for Executive Director Annual Evaluation**

Chair McKee stated the Board directed the Executive Committee to conduct a performance review for Matt Stoll so that he is included in the one-time 3% increase approved by the Board at the August 20, 2012, meeting; and establish a protocol for the executive director's annual review prior to Board adoption of the Unified Planning Work Program each August.

After discussion, **Garret Nancolas moved and David Ferdinand seconded directing Matt Stoll to complete a self evaluation covering basic performance criteria by the end of next week, August 31, 2012. The COMPASS Board officers will meet with Matt to develop their recommendation to the Board prior to the September 2012 Board meeting. On an annual basis, the process should take place by the end of June each year so that it is complete for the July discussions of the draft Unified Planning Work Program, and approval in August by the Board. Motion passed unanimously.**

The Executive Committee will develop a draft policy regarding the executive director's annual review for Board approval.

## **INFOMRATION/DISCUSSION ITEMS**

### **A. Discuss MAP-21 Transportation Alternative Program**

Toni Tisdale reviewed the MAP-21 Transportation Alternative Program.

### **B. Review Strategic Plan Update Process**

Matt Stoll outlined the process and time line to be used for the update to the COMPASS Strategic Plan.

## **ADJOURNMENT**

**Garret Nancolas moved and Charlie Rountree seconded adjournment at 3:35 pm. Motion passed unanimously.**

**Dated this 16th day of October 2012.**

**Approved:**

**By: \_\_\_\_\_  
Carol McKee, Chair  
Community Planning Association**

**Attest:**

**By: \_\_\_\_\_  
Matthew J. Stoll, Executive Director  
Community Planning Association**