



**EXECUTIVE COMMITTEE MEETING
DECEMBER 20, 2011
MERIDIAN CITY HALL
MERIDIAN, IDAHO**

**** MINUTES ****

- ATTENDEES:** Tom Dale, Mayor, City of Nampa
David Ferdinand, Commissioner, Canyon County, **Chair**
Carol McKee, Commissioner, Ada County Highway District, **Chair Elect**
Bryce Millar, Commissioner, Nampa Highway District #1, **Vice Chair**
Nathan Mitchell, Mayor, City of Star
Garret Nancolas, Mayor, City of Caldwell
Charlie Rountree, Councilman, City of Meridian, **Secretary/Treasurer**
Matt Stoll, Executive Director, Community Planning Association, Ex officio
Vicki Thurber, Mayor, City of Middleton
- MEMBERS ABSENT:** Dave Bieter, Mayor, City of Boise, **Immediate Past Chair**
Rick Yzaguirre, Commissioner, Ada County
- OTHERS PRESENT:** Nichoel Baird Spencer, City of Eagle
Nancy Brecks, Community Planning Association
Kelli Fairless, Valley Regional Transit
Liisa Itkonen, Community Planning Association
Amy Luft, Community Planning Association
Patricia Nilsson, City of Boise
Jeanne Urlezaga, Community Planning Association
Rachel Winer, Idaho Smart Growth

CALL TO ORDER:

Chair Ferdinand called the meeting to order at 2:30 p.m.

AGENDA ADDITIONS/CHANGES

No agenda additions or changes.

OPEN DISCUSSION/ANNOUNCEMENTS

Various announcements were made by Committee members.

CONSENT AGENDA

A. Approve November 15, 2011, Executive Committee Meeting Minutes

Carol McKee moved and Tom Dale seconded approval of the November 15, 2011, Executive Committee meeting minutes as presented. Motion passed.

ACTION ITEMS

A. Establish January 23, 2012, COMPASS Board Agenda

Matt Stoll presented staff proposed Agenda Items 1-24 for the January 23, 2012, COMPASS Board meeting. Matt requested to change Item 15 to a presentation by Elaine Clegg on the Association of Metropolitan Planning Organizations annual conference, and delete Item 21 from the agenda.

After discussion, **Garret Nancolas moved and Nate Mitchell seconded approval of Agenda Items 1-20 and 22-24, with the change to Item 15 and deleting Item 21, as presented for the January 23, 2012, COMPASS Board meeting. Matt has the latitude to amend the agenda as necessary. Motion passed unanimously.**

B. Recommend Board Officer Slate for Annual Meeting

Matt Stoll reviewed the rotation of officers for 2012 and stated Tom Dale has been nominated for the secretary/treasurer position.

After discussion, **Garret Nancolas moved and Charlie Rountree seconded to recommend Board approval of the slate of officers as presented. Motion passed unanimously.**

C. Discuss and Modify Draft Conflict of Interest Policy

Matt Stoll reviewed the draft Conflict of Interest Policy.

After discussion, **Tom Dale moved and Carol McKee seconded to recommend that the Board adopt the Conflict of Interest Policy as modified to read:**

COMPASS will not enter into a professional services agreement or contract with any business, non-profit organization, or other legal entity that:

- 1.) Currently employs a person who is a COMPASS Board member; or***
- 2.) Currently employs a member of any COMPASS committee or sub-committee, if that member is or was involved in the development or preparation of (i) a request for qualifications (RFQ) to which the entity is responding or, (ii) a request for proposals (RFP) to which the entity is responding.***

Staff will email the modified policy to the Executive Committee for final review to be presented to the full Board for approval at the January 23, 2012, meeting. Motion passed unanimously.

D. Confirm Cancellation of February 2012 COMPASS Board Meeting

After discussion, **Garret Nancolas moved and Tom Dale seconded approval to cancel the February 2012 COMPASS Board meeting. Motion passed unanimously.**

ADJOURNMENT

Nate Mitchell moved and Garret Nancolas seconded adjournment at 3:25 pm. Motion passed unanimously.

Dated this 21st day of February 2012.

Approved:

**By: _____
Carol McKee, Chair
Community Planning Association**

Attest:

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