

FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL
EXECUTIVE COMMITTEE

Board of County Commissioners Conference Room
Manatee County government Center
1112 Manatee Avenue
Bradenton, Florida
October 11, 2021

CALL TO ORDER: Chair Maddox called the meeting to order at 2:13 pm. Roll call – Present: Nick Maddox, Governing Board Chair; Vanessa Baugh, Governing Board Vice-Chair; Donald Scott, Staff Directors’ Advisory Committee Chair; and Don Hutchinson, Staff Directors’ Advisory Committee Vice-Chair. A quorum was physically present at the meeting site. Alison Stetner, Abra Horne from FDOT were present. Paul Gougelman, General Counsel, advised that he would prepare the minutes of the meeting, as required by the Florida Government-in-the-Sunshine Law.

APPROVAL OF MINUTES: The minutes were reviewed by the Committee without comment. Motion to approve the minutes of the February 24, 2021 meeting by Baugh/Hutchinson passed 4 to 0.

PUBIC COMMENTS: None.

INTERVIEW PROCESS DISCUSSION: The committee discussed the resumes with a consensus that Mark Reichart, Laura Herrscher, and Matthew Ubben should be interviewed. After discussion about the candidates, a motion was made by Scott/Baugh to select candidates Mark Reichart, Laura Herrscher, and Matthew Ubben would be interviewed by the Executive Committee which was adopted by a 4 to 0 vote.

REVIEW OF DRAFT INTERVIEW QUESTIONS: Mr. Scott had previously submitted proposal interview questions. Each of the questions was reviewed. After review, the list of questions with question 3 being deleted was approved by motion made by Baugh/Scott and approved 4 to 0.

INTERVIEW PROCESS: A motion was made to allocate 1 hour for each interview by Hutchinson/Baugh and approved 4 to 0.

INTERVIEW LOCATION and ORDER: After some discussion, a motion was made by Baugh/Hutchinson to have the interviews starting at 8 AM on October 28th immediately before the MPOAC Staff Directors’ Advisory Committee meeting. The interviews would be at the MPOAC meeting location in Orlando.

Chairman Maddox announced that there would be no expenses paid for interviewees to come to Orlando for the interview. The consensus of the Board was in agreement.

INTERVIEW PROCESS: A motion was made to allocate 1 hour for each interview by Hutchinson/Baugh and approved 4 to 0. Question arose again as to the order of the

EXECUTIVE COMMITTEE MEETING MINUTES

Meeting of October 11, 2021

Page 2

interview questions to be used. As a result, a motion was made to reconsider the approval of the list of questions by Hutchinson/Baugh which was approved 4 to 0. After much discussion, Chairman Maddox advised that what he heard from the Executive Committee Members was that question #4 would be the 1st question; question #5 would be the 2nd question; question #9 would be the 3rd question; question #6 would be the 4th question; question #8 would be the 5th question; question #10 would be the 6th question; and question #11 is the 7th question. The Remaining questions could be used as fill-in question if time permitted in each interview. Question #3 was to be deleted. A motion was made by Scott/Baugh to approve the foregoing order of the questions which was adopted by a 4 to 0 vote.

Chairman Maddox suggested interviewing the candidates in alphabetical order with the understanding that this order could be changed if an interviewee had a flight arrival or similar problem. He also advised that once an interview was completed, the interviewee would be asked to stand by for follow-up questions later in the interview process.

GENERAL DISCUSSION: Ms. Stetner and Ms. Horne advised the Committee of fiscal and accounting issues and problems. As a result, the Committee discussed the need for oversight and conducting a review of all invoices to assure that invoices meet FHWA requirements. The Committee discussion identified two aspects of the problem, one possibly requiring revision of the By-Laws and the other would be to conduct a fiscal review. As a result, a motion was made by Baugh/Scott that the Executive Committee shall serve as the By-Laws Committee. In addition, a fiscal affairs and policy committee should be set up. Baugh/Scott. Approved 4-0.

Discussion also centered around the fact that it would be helpful for the Office of the Inspector General to know that a committee was being set up to examine the fiscal issues. Chairman Maddox asked whether FDOT could provide more oversight to free up the new Executive Director to attend to other issues with FDOT supplying a regular financial report. It was also agreed that FDOT should be asked to furnish a history of how the problem occurred with specifics of the exact nature of the problem. To resolve the issue it was stated that By-Law revisions might be needed. In conclusion, Chairman Maddox asked FDOT to include all of that in a financial presentation to the MPOAC Governing Board at the next meeting.

ADJOURNMENT: The meeting was adjourned at 3:26 PM.

Respectfully submitted,

Paul R. Gougelman
General Counsel