

TRI-COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE

Minutes of the Meeting

November 16, 2006

The regular meeting of the Tri-County Regional Planning Commission Executive Committee was held November 16, 2006 in the Second Floor Conference Room of the Tri-County Regional Planning Commission offices, Dauphin County, PA. Chairman Lenker called the meeting to order at 1:00 p.m. by welcoming all members.

ROLL CALL

Members present were: Mr. Lenker, Mr. Clark, Mr. Forrey, Mr. Memmi and Mr. Turner. Messrs. Szyborski and Reardon of the staff were present.

MINUTES

On a motion by Mr. Clark, seconded by Mr. Forrey, the minutes of the September 28, 2006 meeting were approved as distributed.

FINANCIAL STATEMENT

Mr. Szyborski reviewed the Financial Statement for the period January 1, 2006 through October 31, 2006. The Financial Statement was accepted for filing and audit on a motion by Mr. Clark, seconded by Mr. Forrey. A copy of the Financial Statement is attached to the file copy of these minutes.

COMMUNICATIONS AND BILLS

Mr. Szyborski reviewed the payment of expenses for the month of October 2006. On a motion by Mr. Forrey, seconded by Mr. Turner, the expenses for October were approved for payment. A copy is attached to the file copy of these minutes. The November month-to-date expenses were reviewed for information purposes.

2005 AUDIT

On a motion by Mr. Clark, seconded by Mr. Memmi, the 2005 audit was accepted for filing and the new GASB (Government Accounting Standards Board) requirements for 2006 and 2007; GASB #43, 45, 46 and 47, were adopted by the Commission as part of the audit practices.

PLANNING PROGRAM PROGRESS REPORT

Mr. Szyborski indicated the he and the Commission staff are involved in several new statewide transportation initiatives. He himself has been asked to chair a committee on Smart Transportation. The committee includes representation from eight MPOs and

three RPOs and will examine the linking of land use and transportation through site/structure/transportation access design.

The NEPA/Planning Technical Advisory Committee will investigate the relationship between the transportation planning process and the environmental analysis to identify ways for the two processes to work more efficiently.

In response to Secretary Biehler's letter concerning the I-81 Corridor, the MPOs will be playing a focused role, which will include performing a planning assessment prior to forming a coalition to determining future maintenance activities.

Mr. Reardon will be participating as a workshop member in reviewing PennDOT's toolkit for linking transportation planning and land use. PennDOT plans to distribute the toolkit to local officials to assist with local decision-making.

The staff has requested to participate in a Statewide Transportation Model effort as the demonstration for the MPO level. Applications of the model would include; travel demand, freight modeling, economic development, air quality and asset condition. This would be a great benefit to our transportation program and potential scenario planning applications which could identify infrastructure needs.

LEAVE POLICY

After discussion, the Commission on a motion by Mr. Turner, seconded by Mr. Memmi, agreed to the following addition to the policy document regarding annual and personal leave:

Amendment to Annual Leave policy -

All annual leave must be used by the end of the calendar year. No annual leave can be carried over to the next year unless approved by the Executive Director. The only exceptions to this policy are for employees under the six-month probationary period at the beginning of their employment. Annual leave granted under the probationary period can be carried over to the next calendar year.

Amendment to Personal Leave policy –

All personal leave must be used by the end of the calendar year.

The staff will receive these amendments as part of a Commission distribution.

OTHER BUSINESS

The Commission, by consensus, agreed to have the Director and Chairman look into the Sheraton Inn on Lindle Road as a location for the Commission's 2007 Annual Dinner.

ADJOURNMENT

There being no further business, on a motion by Mr. Clark, seconded by Mr. Forrey the meeting was adjourned at 1:45 p.m.

The next meeting of the Executive Committee is scheduled for **Thursday, December 21, 2006 at 1:00 p.m.**

The next meeting of the Full Commission is the **Annual Dinner** scheduled for **Thursday, January 25, 2007 at 6:30 p.m.**

Respectfully submitted,

Paul D. Clark

Paul D. Clark
Secretary