

## Attachment D

### 2025 Subcommittee Administrative Item Voting Record

#### Program Development (PD) Subcommittee

The PD met on Tuesday January 21<sup>st</sup>.

Voting Record: Apex, CAMPO, Cary, Fuquay-Varina, GoTriangle, Morrisville, NC State, Raleigh, Rolesville, Wake County, Wake Forest, Wendell

Members unanimously took action on 4 action items.

**Motion** to elect Caleb Allred (Morrisville, Planner II), to serve a second term as the PD Chair and Tracy Chandler (Raleigh, Fiscal Analyst) to serve as the PD Vice Chair made by Andrea Neri. Second by Austin Keefer. Tracy was welcomed, Caleb was thanked for serving again and Shavon was recognized for her years of support as a subcommittee leader. No further discussion. Passed.

**Motion** to relax the Chair and Vice Chair eligibility standard to allow any qualified planning or financial staff person to hold a PD leadership position, so long as budget and finance specialists remain members of the subcommittee was made by Shavon Tucker. Second by Matt Cecil. No further discussion. Passed.

**Motion** to adopt the 2025 January-June Program Development Work Task List (Attachment E) as presented was made by Emma Linn. Second by Austin Keefer. No Comments. Passed.

**Motion** to adopt the current 4<sup>th</sup> Tuesday from 1:30-3:30pm meeting schedule for 2025 was made by Allyssa Holman. Second by Andrea Neri. No comments. Passed.

#### Community Engagement (CE) Subcommittee

Meeting held on January 16, 2025

Voting Record: Apex, CAMPO, Cary, Fuquay-Varina, GoTriangle, Holly Springs, NC State, Raleigh, Rolesville, Wake County, Wake Forest, Wendell

**Motion** to elect Tim Gardiner (Wake County) as the CE Chair and Andrew Miller (Raleigh) as Vice Chair for the 2025 term made by Bonnie Parker. Second by Andrea Epstein. Curtis and Andrea were thanked for their service to the committee. No further comments. Passed.

**Motion** to modify the CE subcommittee's structure as discussed was made by Sarah Sularz. Second by Austin Keefer. It was noted that the recommendation to modify the schedule is in response to staffing shortages and the requested change of lead agency assignment for Wake Transit Communications and Engagement activities. Stephanie stated that what the lead agency assignment may look like in the future is being discussed, but no decisions have yet been made. Members agreed that to best support staff during the transition process, the CE will only meet for significant discussion and action items. The Chairs, TPAC

Administrator and current lead agency staff will meet monthly throughout the transition period to ensure compliance with the adopted Wake Transit Community Engagement Policy and to provide written programming and planning updates to CE members as appropriate. The 4<sup>th</sup> Thursday from 1:30-3:30pm monthly meetings will remain on member calendars to be used when needed or cancelled if not. The elected Chairs will facilitate any called meetings and will participate in the drafting of notices to the members. The TPAC Administrator, Stephanie, will be the point person for Wake Transit communication and engagement needs until the new lead agency structure is put into place. No further discussion. Passed.

- Below are the Menti poll results of CE members during discussion of the structure change.

Question 4

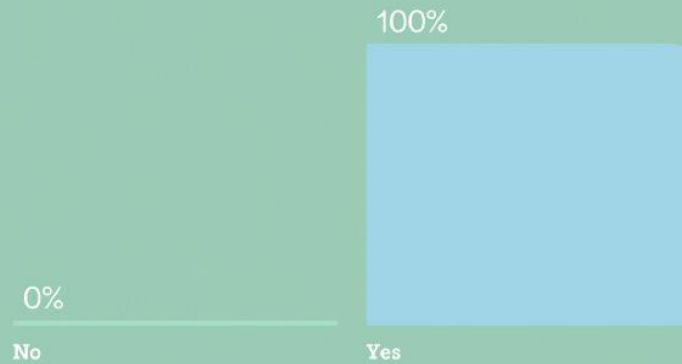
What CE Subcommittee information is most important for you to continue to receive during this transition period?

16 responses



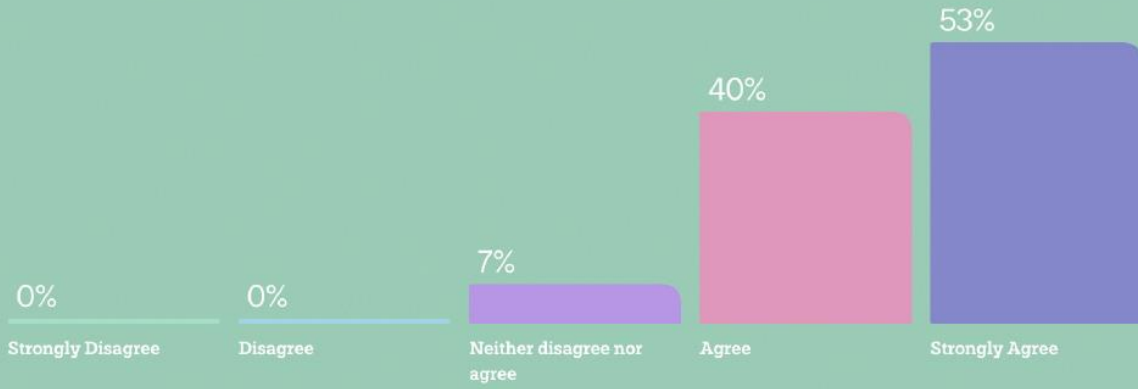
Question 3

Is it ok to keep the 4th Thursday on your calendar with a commitment from staff to cancel it as soon as possible if the meeting is not needed?



Question 2

How do you feel about holding CE Subcommittee meetings ONLY when there are action items and/or items of significant consequence on the agenda?



Question 1

Do you agree with the recommendation to modify our meeting and communication structure during this lead agency transition phase?

