

**RICHMOND METROPOLITAN TRANSPORTATION AUTHORITY
WORK SESSION MINUTES
HELD May 15, 2017**

A special Work Session/Strategic Plan meeting of the Board of Directors of the Richmond Metropolitan Transportation Authority was held on the 15th day of May, 2017, in the Kennedy Conference Room of the Authority's offices at the Powhite Toll Plaza, Richmond, Virginia, pursuant to due notice.

The following Directors were present and acting throughout the meeting, except as noted below: Directors Hazelett, Hinson, Holland, Johnson and Whirley. Directors West and White arrived during the course of the meeting. Directors Brown, Dabney, Gurley, Nelson, Ramsey, Tart, Waller and Woodfin were absent. Others present were Ms. Dean, Ms. Johnson, Ms. Simmons, Mr. Madison and Ms. Watson of the Authority, Ms. Tamar Henkin (the Strategic Plan consultant), and Mr. Ballou.

Mr. Johnson served as Chairman of the meeting, and Mr. Ballou as Secretary.

Mr. Johnson commenced the meeting at 9:10 p.m. and noted that it was in the nature of a work session to discuss the Authority's Strategic Plan and that no formal action was anticipated. Further, no quorum was present.

The Chairman then turned to Ms. Henkin to continue with discussion and development of the Authority's Strategic Plan, picking up from when the Board had last discussed same at the April special Work Session/Strategic Plan meeting.

Ms. Henkin briefly outlined the planned agenda for the meeting, including a recap of discussions to date, revisions to the Plan's focal areas, development of further focal areas and discussion items for next meetings. She referred to the Strategic Plan outline and template that had been previously distributed, along with the previous meeting summary and Strategic Plan

documents for reference. The intended focal areas for discussion during this meeting were numbers 2 and 3, with working titles "Stewardship for Regional Transportation and Other Assets" (previously called Strategic Scope Expansion) and "Financial Capacity" (previously Revenue Diversification), respectively. Numbers 1 (Organizational Excellence) and 4 (Innovation and Technology) had been discussed at the previous Work Session/Strategic Plan meeting.

The Board and Ms. Henkin, joined by Staff and Mr. Ballou from time to time, further discussed the focal areas of Stewardship for Regional Transportation and Other Assets (with its strategic priorities related to the regional agency for important regional initiatives, and new projects and initiatives) and Financial Capacity (with its strategic priority relating to financial strategies for programmatic potential). These strategic priorities had various objectives, strategies, performance indicators and time frame/targets that were further developed and refined during the discussion.

At the end of these discussions, Ms. Henkin noted that the next meeting would concern further review of the Plan, as to which she hoped to distribute a revised draft of various Plan elements prior to the meeting.

The work session was adjourned at 11:05 a.m.



Secretary

APPROVED:



Chairman

2153053