

MVP for Transportation MPO Policy Board Meeting

Representatives:

Bob Charles – Knik Tribe (**Secretary**)
Edna DeVries, Mayor - MSB
Glenda Ledford, Mayor – City of Wasilla (**Chair**)
Brian Winnestaffer - Chickaloon Native Village
Mike Brown - MSB
Sean Holland - DOT&PF (**Treasurer**)
Steve Carrington, Mayor – City of Palmer (**Vice Chair**)



Microsoft Teams meeting

Join on your computer or mobile app.

[Click here to join the meeting](#)

Meeting ID: 239 571 842 83

Passcode: Sgf2im

Or call in (audio only)

+1 605-937-6140 (U.S. Sioux Falls)

(844) 594-6237 (toll-free)

Phone Conference ID: 959 952 654#

Agenda

Tuesday, December 17th, 2024

2:00-3:30pm

Meeting Location

Musk Ox Farm

12850 E Archie Road, Palmer Alaska 99645

Hayloft / Classroom

1. Meeting called to order
2. Introduction of Members and Attendees
3. Consent Agenda (**Action Item**)
 - a. Approval of the December 17th, 2024, Agenda
 - b. Approval of the November 19th, 2024, Minutes
 - c. Committee/Working Group Reports (Including the Chair's Report)
 - i. Staff Report
 - Schedule of Topics
4. Voices of the Visitors (Non-Action Items)
5. Action Items
 - a. Policy Board Meeting Schedule 2025 (**Action Item**)
6. Executive Session
 - a. Executive Director Discussion (**Action Item**)
7. Old Business
 - a. Membership Dues – Invoices
 - b. MVP Improvement Program - Presented by Clint Adler, Alaska DOT&PF
 - c. Metropolitan Transportation Plan (MTP) Update – Presented by Adam Bradway, Alaska DOT&PF
8. New Business
9. Other Issues
10. Informational Items
 - a. STIP Amendment #2 Update- Presented by Ben White, Alaska DOT&PF
 - b. FFY24 UPWP Annual Report
 - c. Title VI Annual Report

MVP for Transportation MPO Policy Board Meeting

- d. MPO Peer Exchange January 28th-30th, 2025
- e. Mat-Su Transportation Fair January 30th, 2025
- f. Memorandum of Agreement (MOA) – MVP and MSB

11. Policy Board Comments

12. Adjournment

Next Scheduled MPO Policy Board Meeting – **January TBD**, from 1:30pm-3:00pm to be held at the Musk Ox Farm and Microsoft TEAMS.



MatSu Valley Planning (MVP) for Transportation
Metropolitan Planning Organization

**MVP For Transportation Policy Board
Action Items
December 17, 2024**

Action: Motion to approve the December 17th Consent Agenda.

The consent agenda includes:

- Agenda for the Dec 17 Meeting
- Minutes from November 19th, and
- Staff report. (ask for a staff report if you want some work highlights from the past month)

MOTION:

Yes

No

Abstain

Action: Motion to approve the Policy Board Meeting Schedule for 2025

MOTION:

Yes

No

Abstain

Staff Summary: The Policy Board meeting was scheduled to meet on the third Tuesday of every month from 2pm-4pm. There was a request to adjust the day and time moving forward to reduce scheduling conflicts. A Doodle Poll was sent out, and Wednesdays from 1:30pm -3pm was the favored day and time. To give staff extra time between the Technical Committee and the Policy Board Packet release deadline, staff are proposing shifting the Policy Board meeting to the fourth Wednesday of the month. The list of dates presented in the packet reflects this schedule for 2025.

Action: Executive Session Executive Director Negotiation

MOTION:

Yes

No

Abstain





MatSu Valley Planning (MVP) for Transportation
Metropolitan Planning Organization

MVP For Transportation Technical Committee

Action Items

December 10, 2024

ACTION: Motion to approve the December 10th Consent Agenda.

The consent agenda includes:

- Agenda for the Dec 10 Meeting
- Minutes from November 12th, and
- Staff report. (ask for a staff report if you want some work highlights from the past month)

MOTION: to Approve the consent agenda by Brian Winnestaffer, seconded by Clint Adler

AMENDMENT: Motion to move the Staff report to a separate item, Brian Winnestaffer, seconded by Dan Tucker

AMENDMENT Passes Unanimously

MAIN MOTION Passes Unanimously

ACTION: Motion to approve the Technical Committee Meeting Schedule for 2025

MOTION: To approve the 2025 meeting schedule by Brian Winnestaffer, Seconded by Dan Tucker

FRIENDLY AMENDMENT: Directing staff to adjust the November Meeting Date.

MOTION Passes Unanimously

MVP for Transportation MPO Policy Board Meeting

Representatives:

Bob Charles – Knik Tribe (**Secretary**)
Edna DeVries, Mayor - MSB
Glenda Ledford, Mayor – City of Wasilla (**Chair**)
Brian Winnestaffer - Chickaloon Native Village
Mike Brown - MSB
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Minutes

Tuesday, November 19th, 2024

Meeting Location

Musk Ox Farm
12850 E Archie Road, Palmer Alaska 99645
Hayloft / Classroom

1. Meeting called to order

The meeting was called to order at 2 pm.

2. Introduction of Members and Attendees

Members Present

Ben White, Alaska DOT&PF (for Sean Holland)
Bob Charles, Knik Tribe
Brian Winnestaffer, Chickaloon Native Village
Edna DeVries, MSB
Mike Brown, MSB
Steve Carrington, City of Palmer

Members Absent

Sean Holland, Alaska DOT&PF

Guests Present

Adam Bradway, Alaska DOT&PF
Alex Strawn, MSB
Camden Yehle, Yehle and Associates LLC
Clint Adler, Alaska DOT&PF
Donna Gardino, Gardino Consulting Services
Elise Blocker, RESPEC
Erich Schaal, City of Wasilla
Joni Wilm, Michael Baker
Kate Dueber, ARRC
Kim Sollien, MVP MPO Coordinator
Megan Flory, RESPEC

3. Consent Agenda

a. Approval of the November 19th, 2024, Agenda – (Action Item)

*Motion to approve the November 19, 2024, agenda (**Charles**), seconded. No edits. Passed unanimously.*

b. Approval of the September 17th, 2024, Minutes – (Action Item)

MVP for Transportation MPO Policy Board Meeting

Motion to approve the September 17th, 2024, minutes (Winnestaffer), seconded. No edits. Passed unanimously.

c. Committee/Working Group Reports (Including the Chair's Report)

i. Staff Report

- Transit roundtable
- Schedule of Topics

d. Treasurer's/Finance Report

Kim Sollien provided a staff report. The focus today is primarily on personnel policy, and we hope to have that approved today to move forward and hire staff. A couple of weeks ago Kim met with the local transit providers. They will no longer be meeting, but MVP has offered to facilitate transit meetings in the future as a transportation planning organization. The schedule of topics is in the packet. We do not have a treasurer's/finance report. FAST planning is still taking care of that part, but it will soon be the responsibility of MVP.

4. Voices of the Visitors (Non-Action Items)

None

5. Action Items

a. Proxy Voting/Bylaws Amendment Proposal (Action Item)

Kim Sollien provided a staff report. During the September Policy Board and October Technical Committee, Alex Strawn brought up the concern of proxy voting and participation. Kim met with RESPEC's legal council for guidelines. The option was brought forth that the proxy voter could vote on plans and projects only not on operational issues. MSB provided an alternative suggestion that the proxy could vote however they like.

Motion to approve Proxy Voting/Bylaws Amendment Proposal (Charles), seconded.

Mike Brown: I am comfortable with proxy voting and don't see something that could not be undone and comfortable with proxy voting as it is in the MSB proposal. Sending in votes in advance, voids any discussion.

Steve Carrington: I have no issues with the way we have a Technical Committee Member as proxy. I support the MSB version.

Bob Charles: I like the MSB version, it allows for flexibility.

Brian Winnestaffer: The MSB version calls out a Technical Committee member as the proxy. Both Bob and I are on the Technical Committee. We will need to have a proxy voter. I have concerns about accountability.

Mike Brown: I support Chickaloon Native Village and Knik Tribe having a proxy vote.

Original motion to approve the Proxy Voting/Bylaws Amendment Staff Proposal

Roll Call Vote: No 5, Yes 2

Motion failed.

Motion to approve the Proxy Voting/Bylaws Amendment MSB Proposal striking the requirement of a Technical Committee member being the proxy.

Roll call Vote: No 1, Yes 5, Abstain 1

Motion passed

b. MVP Personnel Policies (Action Item)

Motion to approve the MVP Personnel Policies (Winnestaffer), seconded.

MVP for Transportation MPO Policy Board Meeting

Kim Sollien provided a staff report. Overall, we received about 40 comments. It was available for comment for about 6 weeks. The goal of personnel policies is to follow all state and federal policies and make it a good place to work. It proposes reasonable policies to attract and retain project staff. The bulk of comments were administrative, and the language was adjusted to make it clearer. There was concern in the policy about equal opportunity employment, discrimination, etc. MVP will be held to a higher standard because it receives federal funding. Sections were reorganized. Full-time employee hours were clarified. Full-time requires a minimum of 30 hours to be entitled to benefits while a full-time workweek would be a traditional 40 hours. Professional development hours were added and not part of PTO. Subsistence/harvesting time was added as well.

Glenda Ledford: I have never had subsistence time.

Kim Sollien: It was a suggestion from a Tribal representative. It would be at the discretion of the Executive Director. Organizations are starting to add this to their policies.

Bob Charles: It is a good benefit to add to attract good people to the position.

Kim Sollien: There are no federal laws or regulations, and policies are drafted per the organization. Long-range planners in the area are competitive.

Glenda Ledford: How would this be equal among employees?

Bob Charles: It is for harvest and subsistence.

Brian Winnestaffer: It's not just hunting. It's all gathering.

*Roll Call vote: Unanimous Yes
Motion passed.*

c. MVP Records Retention, Public Records Request and Website Policy (Action Item)

Motion to approve the MVP Records Retention, Public Records Request and Website Policy (**DeVries**), seconded.

Kim Sollien provided a staff report. It outlines how the organization will retain documents for full transparency. However, because MVP is a non-profit, it is not bound by the Freedom of Information Act (FOIA).

Edna DeVries: We must retain records including all federal monies and information for 3 years. Borough and Feds, not sure if they can get rid of records. How does that work if someone asks for records that are older?

Kim Sollien: The financial records will be operational records. Project records will be recorded with the state.

Donna Gardino: Alaska DOT&PF will track project expenditures. It is required by FHWA that Alaska DOT&PF post annual federal obligations.

*Roll call vote: Unanimous Yes
Motion passed.*

Executive Session

- a. MVP Coordinator Evaluation
- b. Staffing Plan Discussion

During the Executive Session, Kim Sollien was offered the position of MVP MPO Executive Director, pending salary negotiations.

6. Old Business

MVP for Transportation MPO Policy Board Meeting

a. Memorandum of Agreement (MOA) – MVP and MSB

Once the MOA is approved by the MSB and reviewed by their legal department, the next step is to open a bank account.

b. Membership Dues – Draft Invoices

Draft invoices were in the meeting packet for review.

Bob Charles: I recommended adding an invoice number, date, and signature line.

c. Metropolitan Transportation Plan (MTP) Update – Presented by Adam Bradway, Alaska DOT&PF

Alaska DOT&PF is currently in negotiations with the selected bidder, RESPEC.

7. New Business

None

8. Other Issues

None

9. Informational Items

a. Non-Profit Organization Paperwork Update

MVP received the letter from the IRS; we are official.

Mike Brown: MVP needs to look into retaining their own legal representation. Currently, we are getting it through a third party. The Policy Board would like to review.

b. Statewide Transportation Improvement Program (STIP) Amendment #1 Federal Planning Findings, Response and Requests for More Information Alaska DOT&PF to FHWA, and FHWA Response.

Alaska DOT&PF received a partial finding on August 28, 2024. An action plan, outlining strategies, had to be provided by December 6, 2024. STIP Amendment 1 is partially approved but still moving forward.

c. Public Transit Update – Presented by Maija Disalvo, MSB.

Camden Yehle provided a summary update. Transit providers will no longer be able to receive the same funding, and the Mat-Su Health Foundation agreement has expired. The match is now 50/50. A FAQ page is located in the meeting packet.

d. Safe Streets for All – Presented by Joni Wilm, Michael Baker

Joni Wilm provided a PowerPoint presentation.

10. Policy Board Comments

None

11. Adjournment

The meeting was adjourned at 3:30 pm

MVP for Transportation MPO Policy Board Meeting

Next Scheduled MPO Policy Board Meeting – **December 17th**, from 2:00pm-3:30pm to be held at the Musk Ox Farm and Microsoft TEAMS.



Staff Report November 2024

FFY25/26 UPWP Tasks

TASK 100 A UPWP

- Created a new staff report format that follows the UPWP TASKS
- Outlined the Final Report for the FFY24 UPWP
- Drafted the Annual/Final Report for ADOT's review and submission to FHWA and FTA

Task 100 B Metropolitan Transportation Plan

- Two qualified firms were selected from the MTP RFP call. A consulting team was selected as the top-scoring applicant and met with the RFP scoring team to discuss our scores and review the meeting notes. ADOT is in consultation with the top scoring firm.

TIP Scoring Criteria

Complete Streets Policy

Task 100 C TransCad Modeling

TASK 100 D Household Travel Survey

TASK 100 E Transportation Improvement Program

TASK 100 F Update and Implementation of the Public Participation Plan and Title VI Plan

- Reviewed Title VI plan reporting requirements and worked with the project team to draft a report template.
- Worked with the project team to develop ideas for the January 30th Mat-Su Transportation Fair

TASK 100 G Support Services

Budget Management

Meetings

- Met with Mayor Ledford to review proxy voting, personnel policies, and staffing issues
- Met with Brian Winnestaffer to review proxy voting, personnel policies, and staffing issues
- Met with Sean Holland and Ben White to review proxy voting, personnel policies, and staffing issues



Staff Report November 2024

Met with Mayor DeVries and Mike Brown to review proxy voting, personnel policies, and staffing issues

- Met with Bob Charles to review proxy voting, personnel policies, and staffing issues
- Met with the Project Team to prep for the TC and PB meetings and develop packet materials
- Met with FHWA Peer Exchange Committee to review the agenda for the MPO / DOT peer exchange
- Met with ADOT for a work session on federal funding specific to MPO's
- Met with two lower-48 MPO's to discuss the peer exchange and to request specific topics related to policy on TIP development, amendments, and modifications

Correspondence

Nonprofit Filings and reports

Organizational Documents

- Updated and finalized the Bylaws proposal to reflect PB member's suggestion for Proxy Voting
- Updated and finalized Personnel Policies
- Reviewed and finalized the

Agency Relationships

Contract Management

- Met with RESPEC and the project team to discuss support needs and how best to utilize the remaining funding in the MSB / RESPEC contract. MVP may need to retain RESPEC for support services after this quarter so we are exploring options
- Discussed RESPEC contract amendments with MSB Planning

Requests from the Policy Board and Technical Committee directed to staff

- Mike Brown asked for staff to make progress in retaining a lawyer so that MVP has its own council rather than the firm RESPEC uses.
- Staff reached out to Ashburn & Mason to discuss our needs and have a meeting scheduled for December 4th

Strategic Planning

Short-Range and Tactical Planning

Long-Range Planning

Funding



Staff Report November 2024

- Submitted the draft MOA to the MSB for edits and finalization to access the legislative grant funds

Training

- Attended a training with ADOT on managing federal funding

TASK 200 A MSB Public Transit Planning Support

- Met with Transit Providers, including Sunshine Transit, Chickaloon Transit, Mat-Su Senior Services and Valley Transit to discuss if MVP could host regular transit stakeholder roundtable meetings
- Let the TC and PB know that we will start hosting a Transit Roundtable for Providers on an as-needed basis.
- Met with the MSB project team to discuss the Scope of Services the MSB is developing for the FFY25 transit program contract

TASK 200 B Transit Development Plan

TASK 300 A MVP Sign Management Plan

TASK 300 B MVP Advanced Project Definition

TASK 300 C MVP Streetlight and Intersection Management Plan

TASK 300 D Pavement Asset Management Plan



Staff Report December 2024

FFY25/26 UPWP Tasks

TASK 100 A UPWP

- Received comments from ADOT on our draft 2024 UPWP

Task 100 B Metropolitan Transportation Plan

TIP Scoring Criteria

Complete Streets Policy

Task 100 C TransCad Modeling

TASK 100 D Household Travel Survey

TASK 100 E Transportation Improvement Program

TASK 100 F Update and Implementation of the Public Participation Plan and Title VI Plan

- Worked with the project team to develop ideas for the January 30th Mat-Su Transportation Fair

TASK 100 G Support Services

Budget Management

- Drafted Membership fee letters for our partner organizations and updated the Invoice
- Filled out the MSB Vendor application packet

Meetings

- Met with the Project Team to prep for the TC and PB meetings and develop packet materials
- Met with FHWA Peer Exchange Committee to review the agenda for the MPO / DOT peer exchange
- Attended a FAST Planning TC meeting to listen to their performance measures discussion and the STIP and Operating Agreement update
- Attended a AMATS TC meeting to listen in to their Title VI update and the Household Travel Survey
- Met with ADOT and RESPEC to discuss the MTP contract



Staff Report December 2024

- Attended a Transportation Alternatives Program meeting on the Annual report requirements.
- Attended the MPO Quarterly meeting on December 11th

Correspondence

Nonprofit Filings and reports

Organizational Documents

Agency Relationships

- Drafted a letter of recommendation for RESPEC based on working with them for the past four years.

Contract Management

- Met with Mike Schechter, a Lawyer with Ashburn and Mason
- Scheduled an appointment with an insurance broker with Diamond Legacy Insurance
- Scheduled an appointment with Tech-Wise to set up IT services for MVP
- Submitted contract services with Foraker Group for Accounting services
- Joined TechSoup for discount computer software: QuickBooks and Adobe Pro

Requests from the Policy Board and Technical Committee directed to staff

Strategic Planning

Short-Range and Tactical Planning

Long-Range Planning

Funding

- Finalized membership fee request letters and invoices and prepped them for transmission

Training

TASK 200 A MSB Public Transit Planning Support

- Sent an email to Transit Providers, including Sunshine Transit, Chickaloon Transit, Mat-Su Senior Services, and Valley Transit to discuss when to host the first transit stakeholder roundtable meetings

TASK 200 B Transit Development Plan



Staff Report December2024

TASK 300 A MVP Sign Management Plan

TASK 300 B MVP Advanced Project Definition

TASK 300 C MVP Streetlight and Intersection Management Plan

TASK 300 D Pavement Asset Management Plan

MVP MPO Meeting Schedule Topics

May 2024

- Articles of Incorporation Restated PB approved and signed
- STIP Program of Projects Work Session
- Ready to receive Federal Operation Funding – Spring 2024
- Recommend the updated Title VI plan for Public Comment
- Approve Metropolitan Transportation Plan scope of work
- Elect TC officers

June 2024

- TC Recommend and PB Approval of MVP program of projects STIP amendment for funding in FF24 and FFY25
- Review and Approve 3C's comments memo
- Review and Approve Proxy Voting change to the bylaws
- Recommend FY25 & FY26 UPWP for 30-day public comment June 19 to July 19
- Review and Adopt PM program policy for the P&P

July 2024

- 2nd Review Fiscal Policy
- 2nd Review social media Policy
- Review Bylaw changes
 - Proxy voting
 - Open Meetings Act
- Draft SS-4 to IRS for EIN
 - Conflict of interest
 - Officers & election minutes
 - Whistleblower Policy
- AOI resubmission
- STIP Amendment Update
- Program of Projects Update move everything to FFY2025
- Update the FFY25/26 UPWP
- Review FY 25 & 26 PL award letter, make necessary amendments to the budget

August 2024

- ADOT request match Funds from MSB for the MTP and PL funding
- Review and Adopt Fiscal Policy
- Review and Adopt Social Media Policy
- Review and Approve Updated Bylaws
- Review and Adopt Whistleblower Policy
- Review and Adopt Conflict of interest Certification form

MVP TC & PB meeting topics
schedule November 2024

- Review and Approve Title VI plan
- Review and Approve FFY 25 and 26 UPWP, send to DOT to forward to FHWA for approval
- Review and Approve Fiscal Policy

September 2024

- Review and Adopt Annual Budget
- Review Match requirements
- Secure Foraker CPA for Accounting support
- Research Health Plans
- Research payroll services
- Research liability insurance
- Update website with approved MVP organizational documents

October 2024

- MSB CAMP presentation Julie Spackman
- Finalize scope for Metropolitan Transportation Plan
- Call ADOT about the status of the MVP improvement program Scope, Schedule, and Budget Plus for project state and ask for match and maintenance agreements (create a presentation of the projects)
- Review and Submit SS-4 to IRS for EIN and submit with
 - Three-year annual budget
 - Officers' information and elections memo
 - Conflict of Interest policy
- IRS Letter received-

November 2024

- Review and Approve Personnel and Administrative Policies
- Send scope of work, schedule and estimate request to ADOT for Pavement, Streetlight, Intersection and Sign management plans
- Share Membership fee Invoice with TC and PB Members
- Complete descriptions for MVP staff positions Office and Communicaitons Manager, Transportation Planning Manager, Transit Planning Manager and GIS/Data Analyst (contractor)
- Attend ADOT Federal Funding Overview Work Session
- Draft and Submit final report for the FFY 2024 UPWP
- Update Proxy Voting Policy in the Bylaws
- Review and Approve Personnel Policies
- Review and Approve Records Retention, Public Records Request and Website Policy

December 2024

- Hire Executive Director
- Secure MTP consultant

MVP TC & PB meeting topics
schedule November 2024

- Secure Accounting Consultant
- Secure Legal Support
- Secure Payroll Services
- Secure IT support
- Finalize TC and PB meeting Calendar
- Rent Meeting Space for the next 6 months
- Check in with ADOT Civil Rights Office to discuss title VI training and reporting
- Review and Approve MOA between MVP and the MSB for the States membership fees
- Send Invoices to PB members for Membership Fees
- Obtain office space
- Apply for State and City Business Licenses
- Open Bank account with \$1
- Advertise Staff positions and Open MVP Office
- Review and Adopt Updated Public Participation Plan
- Advertise Staff Positions
- Secure IT consultant
- Secure Accounting Consultant
- Secure Legal Council
- Draft scope of services for the Audit and 990 filing
- Policy Board adopts Corporate Resolution to open a bank account
- Review Recommend the Public Participation Plan Update for Public Comment 45-day
- Finalize Reporting Calendar UPWP, Title VI, Staff, Finance, Minutes, Public Notices

January 2025

- Update the PPP
- Begin MTP, Household Survey, and Travel Model
- File Form IRS 941 and 940
- Grandfather agreements with ADOT&PF
- Review and Approve the ADOT performance-based approaches criteria to incorporate into our planning as required in 23 CFR 450.306(d). ADOT&PF will provide the MOU to MVP about the targets that we can accept or choose to adopt our own.
-

February 2025

- CRP plan review the was developed outside of consultation with the MPOs/ MVP priorities
- CMAQ funding review
- TIP Funding Policy to Technical Committee and Policy Board

March 2025

- Household travel Survey

MVP TC & PB meeting topics
schedule November 2024

April 2025

May 2025

June 2025

July 2025

August 2025

September 2025

October 2025

November 2025

December 2025

- Travel Demand Model

January 2026

- Performance measures

July 2026

- MTP and Complete Streets Completion

October 2026

- TIP Completion

December 2026

- New MPOs should have a formally adopted MTP and TIP by **December 29, 2026**



December 11, 2024

To all Concerned:

The following MVP for Transportation meeting dates for 2025 were approved by the Policy Board on December 17, 2024.

2025 MVP for Transportation Meeting Dates

<u>Month</u>	<u>Technical</u>
January	22
February	26
March	26
April	23
May	28
June	25
July	23
August	27
September	24
October	22
November	26
December	17

All Policy Board meetings are held via TEAMS or in person between 1:30 – 3:00 p.m. as indicated on the agenda. The information on upcoming meetings including meeting links can be found at MVPMPPO.com.

Glenda Ledford, Board President

Date



December 3, 2024

To all Concerned:

The following MVP for Transportation meeting dates for 2025 were approved by the Technical Committee on December 10, 2024.

2025 MVP for Transportation Meeting Dates

<u>Month</u>	<u>Technical</u>
January	14
February	11
March	11
April	8
May	13
June	10
July	8
August	12
September	9
October	14
November	4
December	9

All Technical Committee meetings are held via TEAMS or in person between 2:00 – 4:00 p.m. as indicated on the agenda. The information on upcoming meetings including meeting links can be found at MVPMPPO.com.

Glenda Ledford, Board President

Date

MatSu Valley Planning (MVP) for Transportation
 Calendar Year 2024 Public Meetings

Date	Meeting	Held / Cancelled	Virtual / In-Person	Online Sign-In Sheet / Public Sign-In Sheet													Minutes			
				Prefer Not to Say				Alaska Native / Native					Pacific				Prefer Not to Say / No Response		TOTAL Attendance	
				Female	Male	/ No Response	All	White	American	Black	Hispanic	Asian	Islander	Other	Response	ALL				
January 9, 2024	Technical Committee	Held	Virtual	6	12	3	21	15			1	1	0	1	0	0	3	21	29	
January 16, 2024	Policy Board	Held	Virtual	2	4	2	8	4			1	0	0	0	0	0	3	8	14	
February 13, 2024	Technical Committee	Cancelled	Virtual	0													0			
February 20, 2024	Policy Board	Held	Virtual	1	4	0	5	4			1	0	0	0	0	0	0	5	20	
March 12, 2024	Technical Committee	Held	Virtual	2	8	1	11	8			0	1	0	0	0	0	2	11	25	
March 19, 2024	Policy Board	Held	Virtual	1	5	1	7	4			1	0	0	0	0	0	2	7	21	
April 9, 2024	Technical Committee	Held	Virtual	0	5	2	7	4			0	1	0	0	0	0	2	7	21	
April 16, 2024	Policy Board	Held	Virtual	0	6	1	7	4			2	0	0	0	0	0	1	7	23	
May 14, 2024	Technical Committee	Held	Virtual	5	10	3	18	13			1	1	0	0	0	0	3	18	26	
May 21, 2024	Policy Board	Held	Virtual	3	10	1	14	10			2	0	0	0	0	0	2	14	23	
May 22, 2024	Worksession	Held	Hybrid	2	2	0	4	3			0	0	0	0	0	0	1	4	26	
June 11, 2024	Technical Committee	Held	Virtual	6	5	4	15	11			0	0	0	0	0	0	4	15	22	
June 18, 2024	Policy Board	Held	Virtual	3	7	1	11	9			0	0	0	0	0	0	2	11	22	
July 9, 2024	Technical Committee	Held	Hybrid	4	10	2	16	14			0	0	0	0	0	0	2	16	26	
July 16, 2024	Policy Board	Held	Hybrid	2	6	0	8	6			1	0	0	0	0	0	1	8	21	
August 13, 2024	Technical Committee	Held	Hybrid	5	10	1	16	13			1	0	0	0	0	0	2	16	25	
August 20, 2024	Policy Board	Held	Hybrid	2	3	6	11	3			1	0	0	0	0	0	7	11	17	
September 10, 2024	Technical Committee	Held	Hybrid	3	7	0	10	6			1	0	1	0	0	0	3	11	22	
September 17, 2024	Policy Board	Held	Hybrid	1	1	1	3	2			0	0	0	0	0	0	1	3	22	
October 8, 2024	Technical Committee	Held	Hybrid	3	8	4	15	9			0	0	0	0	0	0	6	15	24	
October 15, 2024	Policy Board	Cancelled	Hybrid	0													0			
November 12, 2024	Technical Committee	Held	Hybrid	0													0			
November 19, 2024	Policy Board	Held	Hybrid	0													0			