



Special Management / Financial Advisory Committee

Monday, January 9, 2022, • 9:00 A.M.
3400 Victoria Blvd., Hampton, 23661
Hybrid In-Person/Zoom Teleconference

MEETING MINUTES

Call to Order

Conner Burns, Chief Financial Officer, welcomed everyone and called the meeting to order at 9:00 a.m.

Attendance was taken for the meeting.

Committee members in attendance virtual:

Megan Gribble, Chair – City of Virginia Beach
Carl Jackson, City of Portsmouth
Lisa Cipriano, City of Newport News
Hunter Anderson, City of Virginia Beach
Troy Eisenberger, City of Chesapeake
James Burke, City of Portsmouth
Karl Daughtrey, City of Hampton
Constantinos Velissarios, City of Newport News
Sheila McAllister, City of Newport News
Angela Hopkins, City of Newport News
Rebecca Spurrier, City of Hampton
John Stevenson, City of Norfolk
Jason Beasley, City of Norfolk

Hampton Roads Transit Staff in attendance In-Person:

Brenda Green, Accounting Coordinator (recorder)
Conner Burns, Chief Financial Officer
John Powell, Telecommunications Specialist
Angela Glass, Director of Budget and Financial Analysis
Ashley Johnson, Assistant Director of Budget and Financial Analysis
Donna Brumbaugh, Director of Finance
Ray Amoruso, Chief Planning and Development Officer
Michael Price, Chief Information Officer/Chief Technology Officer

Hampton Roads Transit Staff in attendance virtual:

Antoinette White, Assistant Director of Service Planning and Scheduling
Sheri Dixon, Directory of Revenue
Dawn Sciortino, Chief Safety Officer



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Kim Wolcott, Chief Human Resources Officer
 Sonya Luther, Director of Procurement
 April Edwards, Sr. Executive Assistant
 Sibyl Pappas, Chief Engineering and Facilities Officer
 Malika Blume, Director of Internal Audit
 Alexis Majjed, Chief Communications and External Affairs Officer
 Benjamin Simms, Chief Transit Operations Officer
 Robert Lee, Regional Transit System Program Manager
 Vincent Jackson, Director of Service Planning and Scheduling
 Kristy Lockhart, Management Analyst
 Dawn Sciortino, Chief Safety Officer
 Brian Smith, Deputy Chief Executive Officer

Others in attendance virtual:

Jeff Raliski, Hampton Roads Transportations Planning Organization (HRTPO)
 Jessica Klion, Foursquare, ITP
 Lori Zeller, Foursquare, ITP

The Special January 9, 2023, Management/Financial Advisory Committee (MFAC) meeting documents were electronically forwarded to the localities.

- FY 2024 Service Plan Improvements & Draft Transit Service Plans (TSP)

The Localities, their Committee Members, officials, and the public were welcomed to join each of the City’s individual meetings. The dedicated time slot for each locality were as follows:

Time	Locality	Task
9:30 – 10:00	Chesapeake	Review FY2024 Service, Draft TSP for City of Chesapeake
10:15 – 10:45	Virginia Beach	Review FY2024 Service, Draft TSP for City of Virginia Beach
11:15 – 11:45	Newport News	Review FY2024 Service, Draft TSP for City of Newport News
1:00 – 1:30	Norfolk	Review FY2024 Service, Draft TSP for City of Norfolk
1:45 – 2:15	Portsmouth	Review FY2024 Service, Draft TSP for City of Portsmouth
2:30 – 3:00	Hampton	Review FY2024 Service, Draft TSP for City of Hampton



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FY 2024 Service Plan Improvements & Draft TSPs

Angela Glass, Director of Budget and Financial Analysis, presented the FY 2024 Service Plan Improvements & Draft TSPs Budget Calendar to the virtual attendees.

Vincent Jackson, Director of Service Planning and Scheduling, and Antoinette White, Assistant Director of Service Planning and Scheduling, presented an overview of the FY2024 Service Plan Improvements & Draft TSP related to each of the Partnering Localities.

Ms. Glass reviewed the FY 2024 draft TSP improvements and changes with the attendees as well as the budgetary service hours, total expense, farebox revenue and recovery, federal and state aid, local funding contribution and funding percentages for each locality.

Ray Amoruso, Chief Planning and Development Officer, reviewed the “action items” that were noted during today’s meeting. Mr. Amoruso stated that the responses to these action items are forthcoming via email. The Localities were welcome to submit any additional questions, concerns, or update request to the Agency after the meeting that may have been omitted during Mr. Amoruso’s summation related to the FY2024 Service Plan Improvements & Draft TSP presentation.

The closing comments covered the FY2024 Budget Calendar’s next steps including dates of importance and deadlines. The localities were reminded to submit their final service changes to the Draft TSPs by February 14, 2023. The Preliminary Operating Budget is scheduled to be presented to the Management Financial Advisory Committee (MFAC) and the Transportation District Commission of Hampton Roads (TDCHR) Board at their regularly scheduled meetings in February. In addition, the TDCHR Committee is scheduled to adopt the FY2024 TSP Draft on May 25, 2023.

Adjournment

There being no further business, the meeting was adjourned at 3:13 p.m.