

Executive Committee Meeting Minutes
April 2, 2025
Volusia-Flagler TPO Conference Room
1 Deuce Court, Suite 100
Daytona Beach, FL 32124

Members Physically Present:

Vice Mayor Charlotte Gillis
Commissioner Richard Belhumeur
Council Member Reed Foley, 1st Vice Chairperson
Councilman Eric Sander, Chairperson

Representing:

Edgewater
Flagler Beach
Port Orange
South Daytona

Members Virtually Present:

Council Member Danny Robins, 2nd Vice Chairperson

Representing:

Volusia County

Others Physically Present:

Melanie Pruneau, Recording Secretary
Pamela Blankenship
Colleen Nicoulin
Stephan Harris
Kia Powell

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT

Others Virtually Present:

Mariel Lemke
Barb Girtman

Representing:

TPO Staff
Ghyabi & Associates

1. Call to Order / Roll Call / Determination of Quorum

The Volusia-Flagler Transportation Planning Organization (TPO) Executive Committee meeting was called to order at 9:02 a.m. by Chairperson Eric Sander. It was determined through roll call that a quorum was physically present. The meeting was held in a hybrid format with remote participation provided; four voting members were physically present, and one voting member was virtually present.

2. Public Comment/Participation

There were no public comments.

MOTION: *A motion was made by Commissioner Belhumeur to allow members attending virtually to participate and vote. The motion was seconded by Council Member Foley and carried unanimously.*

3. Business Items

A. Discussion of Executive Director Annual Evaluation Process and Criteria

Ms. Nicoulin explained that the Executive Director Annual Evaluation Process and Criteria are the same as last year, and that she is working with the TPO's legal counsel regarding the procedure. She stated that she would provide the email address of Kristen Ottinger of the new legal counsel and asked the committee to complete and send their evaluations to her by April 18th.

Chairperson Sander encouraged members to give constructive feedback in their evaluations.

B. Review and Approval of March 5, 2025 Executive Committee Minutes

MOTION: *A motion was made by Council Member Foley to approve the March 5, 2025 Executive Committee minutes. The motion was seconded by Vice Mayor Gillis and carried unanimously.*