

MPOAC Governing Board *Job Description*

What is the Florida MPO Advisory Council (MPOAC)?

The Florida Metropolitan Planning Organization Advisory Council (MPOAC) was created by the Florida Legislature (Section 339.175, F.S.) to augment, and not supplant, the role of the individual MPOs in the cooperative transportation planning process. The MPOAC represents the collective interests of Florida's 27 MPOs, and assists the MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion.

What is the mission of the MPOAC?

The MPOAC mission, as outlined in the 2016 MPOAC Strategic Directions Plan, states that "The MPOAC improves transportation planning and education by engaging and equipping its members to deliver results through shared innovations, best practices, enhanced coordination and advocacy." The mission is supported by five guiding principles: that the MPOAC should 1) Maximize the role of the MPOAC in transportation policy, planning and education, 2) Serve as a state transportation leader and agent of positive change, 3) Empower and enable individual M/TPOs to do their jobs better, 4) Provide opportunities for MPOAC members (MPO elected officials and staff) to participate in committee and workgroup efforts to enhance the organization's mission and impact, and 5) Evaluate the MPOAC's organizational effectiveness in implementing the strategic goals, objectives and actions.

What does the MPOAC do?

The MPOAC provides a number of important services for Florida's MPOs, including collective decision-making, advocacy, and member education.

Collective Decision-Making – The MPOAC meets quarterly to discuss issues of mutual concern and, if deemed necessary, to take actions in support of the role of individual MPOs as the lead transportation planning agency in Florida's metropolitan areas. Participation by representatives from the Federal Highway Administration (FHWA) and the Florida Department of Transportation (FDOT) provide members of the MPOAC with the opportunity to engage those agencies directly on issues of mutual concern. The following is just a sample of the many actions and activities of the MPOAC:

- Directly participating in the development of statewide planning documents such as the Florida Transportation Plan, the Strategic Intermodal System Plan, and the Strategic Highway Safety Plan.
- Identifying the appropriate roles and responsibilities, in coordination with the FDOT, in the development of state and metropolitan performance targets in a variety of areas related to safety, mobility, and infrastructure condition.
- Collaboratively setting statewide guidance related to metropolitan long range transportation planning.
- Determining cooperatively with the state the formula used to distribute federal planning funds to the 27 MPOs in Florida.
- Developing a statewide freight corridors priority list to guide the FDOT in making programming decisions for discretionary federal freight project funds.

Advocacy – The MPOAC annually prepares legislative priorities and policy positions and develops initiatives to be advanced during Florida's legislative session. The MPOAC Executive Director actively monitors the legislative process in Tallahassee every year and works closely with partners such as the Florida Association of Counties and the Florida League of Cities to advocate on behalf of Florida's MPOs. He also prepares a legislative update which he emails to the membership every week during session.

The MPOAC is also very active as it relates to federal transportation legislation and rule making. The MPOAC a participates in the activities of the national Association

MPOAC GOVERNING BOARD JOB DESCRIPTION

of MPOs (AMPO) and the National Association of Regional Councils (NARC) in Washington D.C. and works with other stakeholder groups to help shape national policy regarding metropolitan transportation issues, frequently providing written responses to notices of proposed federal rulemaking.

Member Education – The MPOAC sponsors the MPOAC Weekend Institute for Elected Officials, a training program that provides MPO Board members with the knowledge and tools necessary to engage in the metropolitan transportation planning process. The MPOAC also teaches the transportation module as part of the Florida Association of Counties (FAC) County Commissioner Certification (CCC) program. Additionally, the MPOAC expands member knowledge by providing informational presentations on a wide range of transportation related subjects at regular quarterly meetings and through the MPOAC website.

Who are the players?

The MPOAC is made up of a Governing Board consisting of representatives from the 27 individual MPOs in the State of Florida. Representatives to the MPOAC Governing Board must be a member of their MPO Governing Board and are typically local elected officials (Mayors, County Commissioners, and members of City Councils and Commissions) or modal authority representatives. The MPOAC Governing Board sets the policy direction for the MPOAC and has final approval authority for the actions, policies, and processes of the MPOAC, subject to authority provided in state law and the MPOAC bylaws.

The MPOAC Governing Board is supported by a number of committees, primary among those is the Staff Directors' Advisory Committee and the Executive Committee. The Staff Directors' Advisory Committee is responsible for providing guidance to the MPOAC Governing Board regarding transportation issues and agency operation and consists of Executive Directors from each MPO in Florida. The MPOAC Executive Committee provides policy direction for the MPOAC between Governing Board meetings and provides an annual evaluation of the MPOAC Executive Director. The membership of the MPOAC Executive Committee consists of the MPOAC Governing Board Chair and Vice-Chair, a member of the Governing Board serving at-large, and the MPOAC Staff Directors' Advisory Committee Chair and Vice-Chair.

MPOAC GOVERNING BOARD JOB DESCRIPTION

The day-to-day operations of the MPOAC are managed by a professional staff that include an MPOAC Executive Director and an Administrative Assistant. The MPOAC Executive Director is responsible for implementing the actions approved by the MPOAC Governing Board, preparing MPOAC meeting agendas, interacting with individual MPO Boards and staff to support their operations and practices, and representing the MPOAC with a range of stakeholders at the national and state level including with the US Congress, the US Department of Transportation, the Florida Legislature, the Florida Department of Transportation, and other national and statewide organizations. The MPOAC retains the services of a General Council who oversees the legal aspects of the operations of the MPOAC. The MPOAC also receives research and supplemental staff services support from the Center for Urban Transportation Research (CUTR) and the University of South Florida (USF).

What is the job of an MPOAC Governing Board member?

The role of a Governing Board member is to represent the interests of their respective MPO in the ongoing activities and policy discussions of the MPOAC, while simultaneously supporting the collective interests of Florida's MPOs at the national and state level. Governing Board members are the organizations final decision makers and, as such, participate in making a variety of decisions that shape the transportation planning framework under which their own individual MPO operates.



Florida Metropolitan Planning Organization Advisory Council
605 Suwannee Street, MS 28B, Tallahassee, FL 32399-0450
850-414-4037 | E-mail: brigitte.messina@mpoac.org
www.mpoac.org