



"SPECIAL" EXECUTIVE BOARD MEETING AGENDA

DATE:	January 7, 2016	TIME:	9:00 AM
PLACE:	Conference Call - To join the conference, call 520-421-8673, hit # key to join		
	Irene's Cell 520-705-5143		
Executive Board Members			
Chairman	Jon Thompson, Mayor Coolidge	Member	Bob Jackson, Mayor Casa Grande
Vice Chair	Joel Belloc, Mayor Eloy	Member	Kelly Anderson, ADOT District 4 Rep
Sec/Tres	Steve Miller, Pinal County Supervisor		
Shaded items are action items: <i>Action may be taken on any item on the agenda, or items brought up at the meeting.</i>			
ITEM	AGENDA ITEM	PRESENTER	PAGE
1	Call to order and Introductions	Mayor Thompson	
2	Approval to appoint Irene Higgs as the Interim Director of the Sun Corridor MPO, with a start date of December 27, 2015 and an end date of June 30, 2016.	Mayor Thompson	1
3	Temporary part-time administrative staff member to assist is administrative task for the Sun Corridor MPO.	Irene Higgs	2
4	Adjourn	Mayor Thompson	



MEMO TO: Sun Corridor MPO Executive Board
FROM: Irene Higgs, SCMPO Transportation Planner
DATE: January 7, 2016
SUBJECT: Approval to appoint Irene Higgs as the Interim Director of the Sun Corridor MPO, with a start date of December 27, 2015 and an end date of June 30, 2016.

Sharon Mitchell, Director of the Sun Corridor MPO, will be on short-term leave effective December 27, 2015 through June 1, 2016.

The short-term leave will not be funded from the Sun Corridor MPO budget. The 2016 MPO budget for salaries is \$139,400.

In Sharon's absence it is recommended that Irene Higgs be promoted to Interim Director of the Sun Corridor MPO, with a start date of December 27, 2015 and an end date of June 30, 2016 and be compensated in equivalent pay and benefits as current Director.

Committee Action Requested: <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Action Requested Below
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A motion to approve the appointment of Irene Higgs as the Interim Director of the Sun Corridor MPO, with a start date of December 27, 2015 and an end date of June 30, 2016 and be compensated in equivalent pay and benefits as current Director.



MEMO TO: Sun Corridor MPO Executive Board
FROM: Irene Higgs, SCMPO Transportation Planner
DATE: January 7, 2016
SUBJECT: Temporary part-time administrative staff member to assist is administrative task for the Sun Corridor MPO.

The Sun Corridor MPO hired a temporary part-time administrative staff member through Adecco, to assist Irene Higgs with administrative task.

Caren Rausis start date is January 4, 2016.

Current budget for Part-time /Temporary Staff is \$10,000. It is not anticipated that the MPO will exceed the current budget.

Committee Action Requested:	<input checked="" type="checkbox"/> Information Only	<input type="checkbox"/> Action Requested Below