

MINUTES OF EXECUTIVE SEARCH COMMITTEE MEETING  
LANE TRANSIT DISTRICT BOARD OF DIRECTORS  
MEETING BY CONFERENCE CALL

December 23, 2010

Pursuant to notice given to *The Register-Guard* for publication on Wednesday, December 22, 2010, and distributed to persons on the mailing list of the District, a meeting of the Lane Transit District Board of Directors Executive Search Committee was held on Thursday, December 23, 2010, in the Conference Room and via conference phone at 3500 E 17<sup>th</sup> Avenue, Eugene.

Present: Michael Eyster, Board President  
Michael Dubick  
Greg Evans  
Doris Towery  
Jeanette Bailor, Purchasing Manager  
David Collier, Senior Human Resources Analyst  
Susan Oldland, Administrative Secretary, Human Resources/  
Recording Secretary

Absent: Gary Gillespie

**CALL TO ORDER:** Mr. Eyster convened the meeting and called the roll at 8:32 a.m. With the exception of Mr. Eyster, all Committee members were present via conference phone. Mr. Evans was present by telephone until 8:43 a.m.

**SELECTION AND APPROVAL OF GENERAL MANAGER RECRUITMENT FIRM:**  
Committee members unanimously agreed that Portland-based Generator Group would be the best choice to conduct the executive search process for the general manager position. Ms. Bailor asked the Committee to summarize how they came to this decision, and asked Mr. Collier for a short written summary, for the file, of what transpired during the interviews. Mr. Eyster suggested that the Committee verbally identify some strengths of the firm. Ms. Towery expressed approval of the firm's accessibility and the fact that they are a local business. She also was impressed with their assessment tools, holistic approach, and post-hire candidate support and coaching. She explained that they were the only firm to express dedication toward placing a candidate who is a good fit for both LTD and the community and who will remain in the position for the long-term.

Mr. Evans concurred with Ms. Towery's assessment and added that Generator Group has a strong network and the necessary skill set to access qualified candidates. He also explained that since they are a local firm, they appeared to understand issues unique to Oregon. He also pointed out that their travel costs would be far less.

Mr. Dubick agreed and added that the firm representatives presented themselves well. He believes that they will be easily accepted by staff and have the needed skills to listen to staff and community needs.

Mr. Eyster also agreed with other Committee members and commented that Generator Group was the only firm that demonstrated sincere interest in getting the job, from their initial application through the interview. They reflected back LTD values and researched

and demonstrated an understanding of the organization. Ms. Towery agreed that since the firm did all these things, they are likely to work hard to find the best match for the position.

Ms. Bailor commented that the Committee provided a good summary to back up their decision. She then inquired if Gilbert Tweed (the third-ranked firm) had been interviewed, and asked the Committee to provide feedback. Members verified that the firm had been interviewed, but did not score well. Mr. Evans remarked that the firm did not do background research on LTD, and appeared disconnected from the process. He added that they did not provide the personalized hands-on attention that Generator Group had. Ms. Towery commented that Gilbert Tweed's approach to the search did not seem to be about the community, but more about the firm. She emphasized the importance of the selected firm's need to understand LTD and find a fit with staff and the community. In her opinion, Gilbert Tweed did not demonstrate this understanding. Mr. Dubick remarked that he was uncomfortable with Gilbert Tweed's reluctance to pursue a candidate who would require relocation and with their suggestion that LTD find a local retired person for the position. Ms. Towery pointed out that, in contrast, Generator Group mentioned including young energetic people in their candidate pool, so long as the person was the right fit. Mr. Eyster felt that Gilbert Tweed exhibited a level of arrogance that would be off-putting to staff and the community. Mr. Evans concurred with other Committee members on their assessment of Gilbert Tweed.

Mr. Eyster commented that Krauthammer was a solid second-place candidate, but just did not measure up to the quality of Generator Group.

Mr. Eyster asked if more steps were required in the selection process. Ms. Bailor stated that the Committee could notify Generator Group immediately. She explained that she would prepare a Notice of Intent to Award letter to Generator Group and prepare rejection letters for the two other firms.

Mr. Eyster stated that he wanted to notify Generator Group immediately, but Mr. Collier suggested that the Committee first address questions they asked of LTD during their interview. Mr. Eyster suggested the Committee quickly review those questions. The first question was related to diversity. Mr. Evans responded that LTD is looking for a pool of candidates that includes women and people of color. He also commented that it is particularly important for the firm to encourage diversity in potential applicants. Mr. Evans disconnected from the conference call at this point.

The second question Generator Group asked was whether LTD would consider candidates beyond the transit industry. Ms. Towery responded that the candidate would ideally have a transit background, but someone who is a good fit and has the right skill set could also be considered. Mr. Eyster concurred. Mr. Dubick added that the candidate should have experience collaborating with the federal government.

The Generator Group also asked how the Board would define success for the general manager in the first year. Mr. Eyster responded that fostering strong labor relationships would be critical. Ms. Towery added that the new general manager needs to build strong relationships with staff and the community, navigating both in a positive way, and representing LTD well. Mr. Eyster stressed that local relationships with the community include other jurisdictions, elected officials, and congressional delegations. Mr. Dubick

included chambers of commerce and other community groups on the list. He added that the person should be able to become an accepted member of community.

Mr. Eyster asked if the Committee wanted to include a candidate interview question regarding EmX in particular. Mr. Dubick responded that the candidate should have the skills to be a champion for EmX and move forward on the planned system build-out.

Mr. Eyster continued with the questions from the Generator Group. They asked what background and competencies LTD would like to see in the new general manager that are not present in the current manager. Mr. Dubick commented that it is difficult to find a downside to current general manager Mark Pangborn. He relayed that feedback from the community is that LTD needs someone who is politically sturdy. Ms. Towery offered feedback from local elected officials that LTD should have better anticipated backlash on the West Eugene EmX Extension, particularly given the history of proposed land use projects on West 11<sup>th</sup> Avenue. She continued that LTD needs someone who is politically savvy, and can predict and be prepared for political fallout before it happens.

Mr. Eyster reported that the last question Generator Group asked during their interview was about political acumen and how it relates to the new general manager's ability to secure non-traditional financial partners. Mr. Eyster stated that LTD clearly needs a more dependable revenue stream. Ms. Towery added that LTD needs someone who is very creative and can think out of the box. She explained that the new general manager would need to identify opportunities for new and different partnerships in order to prevent future financial hardship. Political acumen would be needed to identify opportunities that can result in alternate revenue streams.

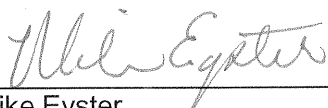
Mr. Eyster stated that with all this Committee input, he had enough to get started with Generator Group. Ms. Bailor asked Mr. Eyster to inform Generator Group that an award letter and sample contract would be sent to them shortly.


**NEXT MEETING:** To be determined.

**ADJOURNMENT:** Mr. Eyster adjourned the meeting at 8:53 a.m.

LANE TRANSIT DISTRICT

ATTEST:

  
\_\_\_\_\_  
Mike Eyster  
Board President

  
\_\_\_\_\_  
Jeanne Schapper  
Clerk of the Board

Date Approved: September 21, 2011