

Public notice was given to *The Register-Guard* for publication on January 22, 2007.

**LANE TRANSIT DISTRICT  
BOARD OF DIRECTORS  
HUMAN RESOURCES COMMITTEE**

**January 23, 2007  
4:00 p.m.**

**LTD CONFERENCE ROOM  
3500 E. 17<sup>th</sup> Avenue, Eugene  
(off Glenwood Blvd.)**

*Public testimony will not be heard at this meeting*

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**AGENDA**

Page No.

- I. CALL TO ORDER
- II. ROLL CALL
- III. Gaydos (Chair) \_\_\_\_\_ Ban \_\_\_\_\_ Eyster \_\_\_\_\_
- IV. APPROVAL OF MINUTES (November 14, 2007)
- V. TRAINING WORK PLAN
- VI. DRAFT GENERAL MANAGER GOALS & OBJECTIVES FOR 2007-08
- VII. NEXT MEETING
  - A. General Manager Contract
- VIII. ADJOURNMENT

MINUTES OF HUMAN RESOURCES COMMITTEE MEETING  
LANE TRANSIT DISTRICT BOARD OF DIRECTORS

November 14, 2006

Pursuant to notice given to *The Register-Guard* for publication on November 10, 2006, and distributed to persons on the mailing list of the District, a meeting of the Lane Transit District Board of Directors Human Resources Committee was held at 4 p.m. on Tuesday, November 14, 2006, in the District's conference room at 3500 E. 17th Avenue, Eugene.

Present:

Mike Eyster  
Gerry Gaydos, Chair  
Mark Pangborn, General Manager  
Mary Adams, Director of Human Resources and Risk Management  
Jo Sullivan, Clerk of the Board/Minutes Recorder

Absent:

Susan Ban

**CALL TO ORDER:** Mr. Gaydos called the meeting to order at 4:05 p.m.

**APPROVAL OF MINUTES:** Mr. Eyster moved, seconded by Mr. Gaydos, that the minutes of the October 3, 2006, HR Committee meeting be approved as distributed. The motion carried 2-0.

**PLAN FOR INFORMING BOARD OF DIRECTORS ABOUT LABOR NEGOTIATIONS**

**PROCESS AND TIMELINE:** The Board briefly discussed a possible timeline for labor negotiations for the winter and spring of 2007. Ms Adams said that she would provide an orientation session for the two new Board members. The Committee requested that an executive session on labor negotiations be held during the Board's work session on Monday, January 8, 2007. Mr. Gaydos said that he would like to have a better sense of how the District's medical plans were working. He also asked for information on national trends and transit trends regarding wages, health care, etc.

**EXECUTIVE SESSION/GENERAL MANAGER EVALUATION:** Mr. Eyster moved, seconded by Mr. Gaydos, that the Committee meet in executive session pursuant to ORS 192.660(2)(i), to review and evaluate the employment-related performance of the general manager. Following a 2-0 vote in favor of the motion, the Committee entered executive session at 4:30 p.m. Mr. Pangborn, Ms. Adams, and Ms. Sullivan also were present for the executive session.

**RETURN TO OPEN SESSION:** The Committee returned to open session at 5:15 p.m.

The Committee recommended a work session for the full Board approximately six months following the Board's strategic planning work session, as an update on what had occurred since that fall work session. This likely would occur in May or June.

**NEXT MEETING:** Tentative items on the agenda for the next meeting were a presentation by the LTD training specialist regarding his work plan, and discussion of the general manager's goals, compensation, and contract.

**ADJOURNMENT:** There was no further discussion, and the meeting was adjourned at 5:30 p.m.

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Recording Secretary

## **BOARD HUMAN RESOURCES COMMITTEE AGENDA ITEM SUMMARY**

**DATE OF MEETING:** January 23, 2007

**ITEM TITLE:** GENERAL MANAGER GOALS AND OBJECTIVES

**PREPARED BY:** Mark Pangborn, General Manager

**ACTION REQUESTED:** Forward draft goals and objectives to full Board for approval

**BACKGROUND:** Draft 2007 Goals and Objectives for the General Manager will be discussed with the Committee at the January 23 meeting. Once the Committee has reached agreement on these draft goals, the next step will be to forward them to the full Board of Directors for approval. These goals and objectives then will be used as a basis for the Fall 2007 general manager performance evaluation.

If the Committee wishes to have changes made to the draft before forwarding it to the full Board, this discussion can be continued at the next HR Committee meeting.

**ATTACHMENT:** None

**PROPOSED MOTION:** I move that the draft 2007 General Manager Goals and Objectives be forwarded to the full Board of Directors for discussion and approval as presented (revised).

## BOARD HUMAN RESOURCES COMMITTEE AGENDA ITEM SUMMARY

**DATE OF MEETING:** January 23, 2007

**ITEM TITLE:** TRAINING WORK PLAN

**PREPARED BY:** Mary Adams, Director of Human Resources and Risk Management

**ACTION REQUESTED:** None

**BACKGROUND:** At the meeting, LTD Training Specialist Pat Rather will present information on his six-month work plan. It will include his top five priority projects with action steps and timelines for completion. The Committee will be encouraged to provide feedback about these projects, as they are a direct result of goals and objectives in the *Looking to the Future Plan*.

**ATTACHMENT:** None

**PROPOSED MOTION:** None