

Public notice was given to *The Register-Guard* for publication on December 6, 2007.

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

**December 11, 2007
4 p.m.**

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

Public testimony will not be heard at this meeting

AGENDA

Page No.

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| I. | CALL TO ORDER | |
| II. | ROLL CALL | |
| III. | Gaydos (Chair) _____ Dubick _____ Eyster _____ | |
| IV. | APPROVAL OF MINUTES (November 27, 2007) | 02 |
| V. | DRAFT GENERAL MANAGER GOALS AND OBJECTIVES | 03 |
| VI. | NEXT MEETING | |
| VII. | ADJOURNMENT | |

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

November 27, 2007

Pursuant to notice given to *The Register-Guard* for publication on November 23, 2007, 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 27, 2007, in the District's conference room at 3500 E. 17th Avenue, Eugene.

Present:

Michael Dubick
Mike Eyster
Gerry Gaydos, Chair
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board/Recording Secretary

CALL TO ORDER: Mr. Gaydos called the meeting to order at 4:12 p.m.

MOTION **APPROVAL OF MINUTES:** Mr. Dubick moved that the minutes of the October 23, 2007, HR Committee meeting be approved as amended. The motion was seconded by Mr. Eyster and approved 3 to 0.
VOTE

EXECUTIVE SESSION: Mr. Eyster moved that the Board meet in Executive Session pursuant to ORS 192.660(2)(i), to evaluate the work-related performance of the general manager. Mr. Dubick seconded, and the motion carried by unanimous vote. General Manager Mark Pangborn was present for this discussion with the Board.

RETURN TO OPEN SESSION: The executive session ended at 5:05 p.m.

NEXT MEETING: The next meeting was scheduled for Tuesday, December 11, 2007 at 4 p.m. at LTD. Agenda items would include a discussion of conducting interviews rather than written evaluations to obtain community input; revised goals for the general manager for the coming year, for Board approval in December or January; and discussion of a potential salary recommendation.

ADJOURNMENT: There was no further discussion, and the meeting was adjourned at 5:06 p.m.

Recording Secretary

DRAFT

LTD GENERAL MANAGER 2008 PERFORMANCE GOALS AND OBJECTIVES

December 7, 2007

1. **One-Year Goals - 2008**
 - a. Complete design and begin construction of Pioneer Parkway EmX line, complete construction of Gateway Mall bus station.
 - b. Provide leadership in community discussions on a West Eugene corridor of EmX. Prepare necessary material and complete the planning process so that a preferred design for this corridor could be selected in 2009.
 - c. Develop and implement a plan to provide for consideration of federal funding for the design and construction of the West Eugene EmX preferred design.
 - d. Develop a plan to present to the Oregon state legislature that includes funding for critical LTD initiatives.
 - e. Provide transit services to the Olympic trials.
 - f. Continue to build on the employee relations gains made in the past three years.
 - g. Develop and implement a long-range plan that ensures that LTD continues to evaluate and implement sustainable operational practices.
 - h. Develop and implement an LTD Diversity Plan.
2. **Manage the District's Strategic Work Plan - External**
 - a. Provide leadership for the community's transportation needs.
 - (1) Improve the community's understanding of its transportation/transit needs and actively promote and market LTD's products and services. This would include a plan to initiate a community dialogue on the long-term role of LTD in providing transportation services to the community.
 - (2) Make sure transit is being considered in all aspects of development planning.
 - (3) Continue to develop new and maintain current relationships within the community of metro leaders and decision makers through groups such as SEL and others.
3. **LTD Organizational Performance - Internal**
 - a. Deliver reliable, responsive, and accessible public transportation services.
 - b. Provide outstanding customer service.

- c. Continue to develop and implement innovative service that reduces dependency on the automobile and maximizes ridership.
- d. Maintain LTD's fiscal integrity.
 - (1) Ensure a balanced budget and an unqualified audit.
 - (2) Develop a plan to provide for funding of the CIP and the LRFP.
- e. Provide support to the Board so that they can perform the responsibilities of their job effectively and efficiently.
 - (1) Ensure constant two-way communication—no surprises.
 - (2) Provide adequate and appropriate information and staff support to the Board so that they can make informed decisions and carry out the responsibilities of their position.
 - (3) Have processes in place that can anticipate issues that the Board will face and provide a recommendation on how to address those issues.
 - (4) Provide opportunities for individual and collective Board training to develop their skills base.
 - (5) Assist the Board in the development of a Board leadership succession process.

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