



**Lane Transit District**

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**LANE TRANSIT DISTRICT  
BOARD HUMAN RELATIONS COMMITTEE MEETING**

**Wednesday, November 12, 2014**

**4:00 p.m.**

**Wilson-Heirgood Associates  
2930 Chad Drive, Eugene**

*Public testimony will not be heard at this meeting.*

**A G E N D A**

- I. CALL TO ORDER
- II. ROLL CALL  
Dubick (Chair) \_\_\_\_\_ Wildish \_\_\_\_\_ Grossman \_\_\_\_\_
- III. EXECUTIVE SESSION PURSUANT TO ORS 192.660 (2)(i), to review and evaluate the employment-related performance of the LTD general manager.
- IV. NEXT MEETING
- V. ADJOURNMENT

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

**DATE OF MEETING:** November 12, 2014

**ITEM TITLE:** EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660 (2)(i)

**PREPARED BY:** Mary Adams, Director of Administrative Services

**ACTION REQUESTED:** That the Board meet in Executive Session pursuant to ORS 192.660 (2)(i), to review and evaluate the employment-related performance of the LTD general manager.

**ATTACHMENT:** None

**PROPOSED MOTION:** I move that the Board meet in Executive Session pursuant to ORS 192.660 (2)(i), to review and evaluate the employment-related performance of the LTD general manager.

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

**DATE OF MEETING:** November 12, 2014

**ITEM TITLE:** GENERAL MANAGER PERFORMANCE EVALUATION

**PREPARED BY:** Mary Adams, Director of Administrative Services

**ACTION REQUESTED:** No action is required.

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### **BACKGROUND:**

At the Board's Human Relations Committee meeting on October 28, 2014, staff was directed to research vendors who could provide the Board with an internal assessment tool (often called a 360 evaluation) and a process for conducting one-on-one interviews with selected community members. Staff contacted possible vendors in order to provide the following information.

Four vendors were contacted concerning conducting a 360-type evaluation tool with LTD staff. Two were not available within the Committee's requested time frame. The two remaining vendors offer the following process:

1. Martha Bueche, an organization consultant from Portland, provides Leadership Effectiveness 360, a structured tool that is analyzed by an independent data research firm. This tool can be administered to up to 17 staff members. Results would be available to the Board in early January. The cost of this process is \$3,475, plus any travel costs for driving trips from Portland to Eugene. Ms. Bueche has conducted this tool with several senior staff at LTD. Many staff are familiar with the tool and with Ms. Bueche.
2. Glaser Associates, a Eugene-based executive consultant firm, provides a process called Interpersonal Leadership Survey. This is a 360-like tool that has been adapted by Peter and Susan Glaser. They would include this in their combined services, should the Committee decide to have the Glaser's conduct both processes. Many staff are familiar with the Glasers.

In addition, the same four vendors were approached about conducting the community interview process. Two vendors do not do this type of work, and the third was not available until next spring. The final vendor gave the following quote:

1. Glaser Associates are available to conduct both the Interpersonal Leadership Survey (listed above) and a community leader interview process. They will conduct 15+ phone interviews with designated community leaders and stakeholders. They will provide an executive summary to the Board in January. Their fee for both processes is \$24,440. Alternately, their fee for the community interviews only is \$22,750.

Given the concern for moving ahead, Martha Bueche has been invited to attend the Committee's November 12 meeting. Ms. Bueche is prepared to discuss her process and receive instructions on how to move forward, should the Committee instruct staff to do so.

