

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

March 9, 2010

Pursuant to notice given to *The Register-Guard* for publication on March 4, 2010, 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 3 p.m. on Tuesday, March 9, 2010, in the District's conference room at 3500 E 17<sup>th</sup> Avenue, Eugene.

Present: Michael Dubick, Chair  
Gary Gillespie  
Dean Kortge  
Mary Adams, Director of Human Resources and Risk Management  
Diane Hellekson, Director of Finance and Information Technology  
Mark Johnson, Director of Transit Operations  
George Trauger, Director of Maintenance  
Mark Pangborn, General Manager  
Jeanne Schapper, Clerk of the Board/Recording Secretary

**CALL TO ORDER:** Mr. Dubick called the meeting to order at 3:03 p.m. and called the roll.

**APPROVAL OF MINUTES:** Dean Kortge moved approval of the minutes as written. The minutes consisted of minutes of the October 20, 2009, Board Human Resources Committee meeting. Gary Gillespie provided the second.

VOTE The motion was approved as follows:

AYES: Dubick, Gillespie, Kortge (3)  
NAYS: None

**PERSONNEL SERVICES BUDGET DISCUSSION:** Mark Pangborn discussed the reduction measures that are proposed in order to help control personnel services expenditures. These measures include:

- Another year of an administrative salary freeze and limits on merit increases.
- Administrative employees at or below grade 17 on the salary scale will take six unpaid days made up of four previously paid holidays and two furlough days.
- Administrative employees above grade 17 will take the same six unpaid days plus two additional furlough days. The unpaid holidays would include:
  - New Year's Day
  - Memorial Day
  - Fourth of July
  - Labor Day
- Mr. Pangborn also discussed the possibility of eliminating bus operations on these four holidays.
- The assistant general manager position will remain vacant and unfunded when the incumbent leaves in Summer 2010.
- The currently vacant transit services manager position will not be filled and the position will not be budgeted for in the near future.

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- A Customer Service Center representative position will be eliminated, and CSC coverage will be reduced by one hour each weekday.
- An equipment detail technician position in the Maintenance Department will be eliminated.

**EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d)**

MOTION It was moved by Mr. Kortge and seconded by Mr. Gillespie that the Board meet in Executive Session pursuant to ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

VOTE The motion was approved as follows:  
AYES: Dubick, Gillespie, Kortge (3)  
NAYS: None

The Board entered Executive Session at 3:20 p.m.

**RETURN TO REGULAR SESSION:** The Board returned to regular session at 4:08 p.m.

The next meeting of the Board Human Resources Committee is scheduled to be held on April 13, 2010, at 4:00 p.m.

**ADJOURNMENT:** There was no further discussion, and the meeting was adjourned at 4:10 p.m.

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Recording Secretary