

MINUTES OF HUMAN RELATIONS COMMITTEE MEETING

LANE TRANSIT DISTRICT BOARD OF DIRECTORS

September 14, 2015

Pursuant to notice given to *The Register-Guard* for publication on September 11, 2015, and distributed to persons on the mailing list of the District, a meeting of the Lane Transit District Board of Directors Human Relations Committee was held at 2:30 p.m. on Monday, September 14, 2015, in the District's conference room at 3500 E 17th Avenue, Eugene.

Present: Gary Gillespie, Chair
Julie Grossman
Roland Hoskins, Director of Administrative Services
David Collier, Human Relations Manager
Jeanne Schapper, Clerk of the Board
Mackenzie Cowan, Human Relations Secretary/Recording Secretary
Celia Kupersmith, KL2 Connects

Absent: Gary Wildish

CALL TO ORDER/ROLL CALL: Mr. Gillespie called the meeting to order at 2:32 p.m. and called the roll.

APPROVAL OF MINUTES: Ms. Grossman moved approval of the July 27, 2015, minutes; Mr. Gillespie provided the second.

VOTE The motion was approved as follows:

AYES: Gillespie, Grossman (2)
NAYS: None

GENERAL MANAGER INTERVIEWS: ARRANGEMENTS: The Committee connected with Ms. Kupersmith remotely via Skype. She provided an update on the status of the three candidates. One candidate has withdrawn due to medical reasons. Ms. Kupersmith said that the remaining two candidates were very strong contenders.

Ms. Kupersmith said that as of that day, 16 community members had committed to participating in the interview process. She recommended combining the three community-based interview panels into two interview panels. The candidates would interview with two community panels in the morning and two employee panels in the afternoon. They also would receive a tour of the Glenwood facility in the afternoon. On the second day, the candidates would interview with the full Board. The Board would debrief the previous day's events during the 45 minutes prior to the interviews. Ms. Kupersmith will provide the Board with an overview of the community and staff panels.

In response to a question, Ms. Kupersmith said that adding a third candidate is a Board decision. She said that another candidate that had been heavily considered in the screening process has

moved on and is no longer interested in the position. In response to another question, Ms. Kupersmith stated that it would be beneficial to extend the time of each interview if there are going to be only two panels. She recommended planning a full hour for each interview to account for the larger panels.

Ms. Kupersmith said that a welcome packet will be provided for each candidate, consisting of an LTD shirt, a copy of the employee handbook, and some information about employee benefits. Mr. Collier will take the candidates out to lunch on the first interview day so that he can provide background on the history of LTD and what it is like to live in the Eugene-Springfield area. Ms. Kupersmith said that she will be arriving in Eugene on Monday, September 28, and will be available to answer questions or concerns.

In response to a question, Ms. Kupersmith confirmed that the media release containing candidates' names would be released on Friday, September 25. She said that a media release close to the interviews has two advantages: 1) it puts the candidates at less risk with their current employers; and 2) there is less time for current employers to provide candidates with a counteroffer.

The Committee thanked Ms. Kupersmith and disconnected the Skype call at 2:53 p.m.

The Committee discussed the possibility of adding a third, internal candidate into the interview process. Mr. Gillespie stated his concern that if the internal candidate were interviewed and not chosen, that staff morale could suffer. Mr. Hoskins replied that turmoil surrounding an executive recruitment is normal. The Committee decided to begin a discussion with the full Board about the possibility of adding a third candidate at the next Board meeting.

Mr. Collier asked if the Committee wanted community members to be able to provide feedback on the candidates at the Meet and Greet. The Committee responded that they would appreciate feedback from the Meet and Greet.

Ms. Grossman inquired about which community members had responded about participating in the interview panels. Ms. Cowan responded with the following names:

- Carol Knobbe, Lane ESD
- Brenda Wilson, LCOG
- Remie Calalang, Bethel School District
- Marsha Miller, Lane County Public Works
- Mary Adams, former LTD administrative services manager
- Mike Eyster, Springfield Chamber of Commerce
- Rob Zako, Better Eugene-Springfield Transit (BEST)
- Jozef Siekiel-Zdzienicki
- Linda Lynch, former LTD government relations manager
- Robert Bennett, Bennett Management Company
- Travis Palmer, Cottage Grove Chamber of Commerce
- JoAnn Grey, University of Oregon

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- Juan Carlos Valle, League of United Latin American Citizens
- Trescott Ducker

There also will be participants from the Eugene Chamber of Commerce, the City of Eugene, and the City of Springfield.

NEXT MEETING: The Committee will be moving its regularly scheduled meetings to the third Monday of each month.

ADJOURNMENT: The meeting was adjourned at 3:28 p.m.

Recording Secretary