

MINUTES OF SALARY COMMITTEE MEETING  
LANE TRANSIT DISTRICT BOARD OF DIRECTORS

August 6, 1986

Pursuant to notice given to *The Register-Guard* for publication on August 1, 1986, the Salary Committee of the Lane Transit District met on Wednesday, August 6, 1986 at 8:30 a.m. in the District conference room and 1944 West 8th Avenue, Eugene.

Present: Janet Calvert  
Rich Smith, Committee Chairman  
Peter Brandt  
Phyllis Loobey, General Manager  
Jo Sullivan, Recording Secretary

EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(i), for the purpose of reviewing and evaluating the employment-related performance of the General Manager.

RETURN TO REGULAR SESSION

GENERAL MANAGER SALARY REVIEW: After returning to regular session, Ms. Calvert and Dr. Smith both noted for the record that the Board members' individual written evaluations reflect a high degree of satisfaction and appreciation for the job that Ms. Loobey is doing for the District, and that the District ought to do whatever it can to retain her as General Manager.

Subcommittee Recommendation: After some discussion, the Committee members agreed by unanimous vote to recommend to the full Board an increase in the General Manager's base salary from \$47,762 to \$50,000 for Fiscal Year 1986-87, as well as an increase in the Supplemental Benefit from \$2,600 to \$3,000 for the same year. The yearly car allowance of \$2,400 was not changed. The Committee members briefly discussed the need to, at some point, set a range for the General Manager's salary. Ms. Loobey stated that she thought the recommended salary was in an appropriate range for the position, based on comparison done with like positions in the community and comparable transit districts.

PROCESS FOR SELECTING CONSULTANT FOR CLASSIFICATION STUDY: Ms. Loobey stated that the Request for Proposals for consultant services for an administrative salary study had been published in *The Register-Guard* and the *Oregonian*, and had been mailed to approximately 20 people in the local community who provide the required kinds of services. Staff were asking the Salary Committee members to decide whether they wanted to review all responses, to have staff choose the top two or three candidates for the Committee to interview, or some other process. Mr. Brandt stated that he was interested in seeing all applications, but not necessarily in reviewing them to choose candidates to interview. The Committee members

agreed that they would prefer to have staff review the responses and select the top two or three for the Committee to review and interview.

Dr. Smith wanted to be sure that benefits, such as medical/dental/vision, vacation, sick leave, etc., were included with salary comparisons as part of the study.

Ms. Loobey stated that the time line for the study calls for the consultant to be selected in September, and the study to be completed sometime in November. A total of \$10,000 had been budgeted for the study.

Mr. Brandt moved that the Committee approve the Request for Proposals, including comparison of benefits as well as salary, and that staff select two or three candidates to be interviewed by the Salary Committee. After seconding, the motion passed unanimously.

ADJOURNMENT: With no further discussion, the meeting was adjourned at 9:30 a.m.



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Recording Secretary