

MINUTES OF DIRECTORS  
STRATEGIC PLANNING WORK SESSION

LANE TRANSIT DISTRICT

SPECIAL MEETING

Saturday and Sunday, October 10 and 11, 1998

Pursuant to notice given to *The Register-Guard* for publication on October 6, 1998, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a strategic planning work session on Saturday and Sunday, October 10 and 11, 1998, beginning at 9:00 a.m. each day, at the Eugene Hilton Hotel at 66 East 6<sup>th</sup> Avenue, Eugene.

Present:

Board

Kirk Bailey, President  
Rob Bennett, Vice President  
Patricia Hocken  
Dave Kieger, Treasurer  
Dean Kortge  
Virginia Lauritsen  
Hillary Wylie, Secretary

Supporting Consultants

Susan Phillips, Susan B.  
Phillips and Associates  
Jarrett Walker, Nelson/Nygaard  
Consulting Associates

Staff

Ed Bergeron, Community Relations Manager  
Ron Berkshire, Fleet Services Manager  
Dave Dickman, Human Resources Manager  
Diane Hellekson, Finance Manager  
Joe Janda, Information Services Manager  
Phyllis Loobey, General Manager  
Linda Lynch, Government Relations Manager  
Rob Montgomery, Transit Services Administrator (for  
Mark Johnson, Transit Operations Manager)  
Mark Pangborn, Assistant General Manager  
Charlie Simmons, Facilities Services Manager  
Jo Sullivan, Recording Secretary  
Stefano Viggiano, Planning & Development Manager  
Andy Vobora, Service Planning & Marketing Manager

**CALL TO ORDER:** The meeting was called to order both days by Board President Kirk Bailey. All Board members were present. Consultant Susan Phillips helped facilitate the discussions.

**STRATEGIC PLANNING WORK SESSION:** During the course of the two-day work session, the Board and staff discussed the following topics and their strategic impact on the District:

- Board member responsibilities, expectations, concerns, motivations, and goals
- LTD Strategic Plan review
- Strategic service design (with consultant Jarrett Walker)
- Annual Board work plan
- Bus rapid transit issues, service design guidelines, and community involvement

The following agreements resulted from those discussions:

- The Board members were comfortable with the assessment of the strategic plan and ready to move forward with it
- The Board members were ready to step up their community involvement, with staff support in terms of making meeting arrangements and providing informational materials

- The Board expected staff to move ahead with an analysis of LTD's service productivity and social service factors as a result of Jarrett Walker's presentation on strategic service design, for future discussion with the Board
- The Board urged that staff consider completing the Comprehensive Service Redesign process sooner than originally planned
- The Board directed that the BRT time line be accelerated, such as completing some tasks in parallel or gaining approvals for each segment individually, without short-cutting the public input process and without building any one segment before securing approval for at least the downtown-to-downtown section
- The Board directed staff to develop a master plan for earning commitment from individuals and groups, including what level of Board involvement would be needed to reach specific individuals or groups

The Board agreed to schedule future work sessions regarding:

- Replacement fleet mix
- Strategic community relations training
- Legislative issues and positions
- Succession planning for general manager
- Further clarification of Board's roles and responsibilities
- Springfield Station issues

Staff received direction from the Board for further investigation of specific topics, and will schedule discussion of those topics with the Board at future Board meetings or work sessions.

**ADJOURNMENT:** The work session was adjourned at 4:05 p.m. on Sunday.

  
Hillary Wylie  
Board Secretary

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