



LANE TRANSIT DISTRICT BOARD OF DIRECTORS WORK SESSION

Wednesday, January 05, 2022
5:00 – 6:30 p.m.

VIRTUAL MEETING

Zoom details for provided on the web calendar at www.LTD.org.

Watch live on channel 21 or via link: <https://metrotv.ompnetwork.org/>

No public testimony will be heard at this meeting.

AGENDA

ITEM	Time	Page
I. CALL TO ORDER	5:00 p.m.	
II. ROLL CALL <input type="checkbox"/> Caitlin Vargas (President) <input type="checkbox"/> Pete Knox <input type="checkbox"/> Don Nordin (Vice President) <input type="checkbox"/> Emily Secord (Secretary) <input type="checkbox"/> Michelle Webber <input type="checkbox"/> Gino Grimaldi <input type="checkbox"/> Susan Cox		
III. COMMENTS FROM BOARD PRESIDENT <i>This agenda item provides an opportunity for the Board president to formally communicate with the Board on any current topics or items that may need consideration.</i>		
IV. COMMENTS FROM THE GENERAL MANAGER <i>This agenda item provides an opportunity for the general manager to formally communicate with the Board on any current topics or items that may need consideration.</i>		
V. ANNOUNCEMENTS AND ADDITIONS TO AGENDA <i>This agenda item provides a formal opportunity for the Board president to announce additions to the agenda, and also for Board members to make announcements.</i>		
A. GENERAL MANAGER RECRUITMENT UPDATE: <i>Materials Included</i> [Mark Johnson] Action Needed: None. Information Only	5:05 p.m.	2
VI. ADJOURNMENT <i>To request a reasonable accommodation or interpreter, including alternative formats of printed materials, please contact LTD's Administration office no later than 48 hours prior to the meeting at 541-682-5555 (voice) or 7-1-1 (TTY through Oregon Relay).</i>	6:30 p.m.	



AGENDA ITEM SUMMARY

DATE OF MEETING: January 5, 2022

ITEM TITLE: GENERAL MANAGER RECRUITMENT PROCESS

PREPARED BY: Mark Johnson, Interim General Manager

DIRECTOR: NA

ACTION REQUESTED: Information and Discussion

PURPOSE: To update the Board on progress on the General Manager recruitment process, including public outreach plan and survey results.

ROLE OF THE BOARD: The LTD Board of Directors is a Policy Board. This means that the Board's role in this instance is to provide direction on the matter of the general manager recruitment process.

BOARD DIRECTIVE ALIGNMENT: Pursuant to ORS 267.135(1) the board shall appoint a general manager on the basis of the qualifications of the general manager with special reference to the actual experience in or knowledge of accepted practices in respect to the duties of the office of the general manager. A general manager shall hold office for an indefinite term and may be removed by the board only by an affirmative vote of a majority of the members.

COMMUNICATION: This item was initiated at the August 4, 2021, Board work session.

DATES PRESENTED TO THE PUBLIC: This item was initiated at the August 4, 2021, Board work session.

HISTORY: The Board's only employee is the General Manager and it is the Board's obligation to hire and manage the General Manager.

The previous General Managers resignation became effective on September 7, 2021. The Board appointed Mark Johnson as the Interim General Manager until a new General Manager is hired. It is incumbent on the Board to guide staff and the recruiting firm related to the General Manager recruitment process.

At its August 4, 2021, Board meeting, the Board adopted resolution no. 2021-08-04-040 appointing Mark Johnson, the current Assistant General Manager, as the Interim General Manager beginning on September 7, 2021 and until a new general manager is hired.

At its August 4, 2021, Board meeting, the Board directed staff to bring the matter of the recruitment process for a new general manager back for discussion at its September 15, 2021, meeting.

At its September 15, 2021, meeting the Board decided to schedule a presentation from TransPro for recruiting services for a new General Manager. The presentation was scheduled for a special Board meeting on October 6, 2021. TransPro presented to the Board at the October 6, 2021, special meeting and they ultimately agreed to move forward with TransPro to do a nationwide search for a new General Manager.

CONSIDERATIONS: Staff is requesting Board direction on the following items:

- Agree to the public involvement the public involvement plan as presented.
- Agree on a draft schedule for public engagement, recruiting, processing, and hiring.
- Board involvement in the process, special meetings, check in points

ALTERNATIVES: N/A

NEXT STEPS: Based on Board direction staff will move forward and work with TransPro to perform the public outreach meetings to collect information and develop a profile for the ideal candidate based on stakeholder, Board and employee input.

SUPPORTING DOCUMENTATION: NA

PROPOSED MOTION: None: Board Consensus only.