

REGULAR AGENDA

6. Executive Director Recruitment – Approve Staff Recommendations and Schedule Committee Meetings

STATUS REPORT ON EXECUTIVE DIRECTOR RECRUITMENT

John Shannon of CPS Executive Search reported on the recruitment. Following an extensive outreach program which concluded January 6th, 29 resumes were received and reviewed. The top candidates include individuals with experience managing transportation commissions, councils of governments, cities, public works departments and transit agencies. A Client Report to be delivered to the committee on January 20th, will summarize the results of recruitment process, contain resumes of semi-finalists and provide lists of both promising and backup candidates.

REPORT ON SEVERANCE PAY SURVEY

County Personnel Director Dania Torres Wong presented an oral report on the findings of a recent severance pay survey conducted by her department. They found that many counties don't have any severance provisions. Those that do, mostly handle it on a case by case basis when a person starts an at-will position. Severance provisions range from 6 weeks to 6 months pay. No other agency had a policy like Santa Cruz County's policy of 6 months pay or 6 months notice. Of the four closest comparison agencies: AMBAG had no severance; Santa Barbara COG offered 4 months salary; TAMC 6 months salary, and SLO COG 3 months salary and benefits.

A question was raised as to whether the RTC could recommend that the Board of Supervisors establish a severance provision of 6 months pay rather than 6 months notice at the time of appointment. Ms. Torres Wong distributed the current policy language regarding severance that applies to County management positions. Staff agreed to send the current County language to the recruitment consultants.

Mr. Shannon said that usually the appointing authority is free to negotiate whatever provision meets the mutual interests of the parties. Typically a set level of severance is triggered by the appointing authority's right to dismiss the employee without cause. Mr. Shannon reiterated that all candidates will need some level of severance protection as they will be leaving an existing job and potentially relocating which presents risks that they need to manage for themselves and their families. In his experience, notice provisions on chief executives are not practical and don't work well.

FEEDBACK ON COMPENSATION SURVEY

Pat Dellin provided a memo providing feedback on the ED compensation survey that Ms. Torres Wong provided at an earlier meeting. Ms. Dellin reported that there are transportation agencies in each of the 8 comparison counties used in the County's study in addition to the Transportation for Monterey County (TAMC). Although some of these agencies (such as sales tax authorities) are quite different from the RTC, they are more similar than the county managers that were used in the draft comparison study. However, since data from the four regional transportation planning agencies that are most similar to the RTC was also included in the County's compensation survey (TAMC, AMBAG, Santa Barbara and San Luis Obispo COGs,) Ms. Dellin does not recommend that any new agencies be included in the revised compensation survey. Ms. Dellin's memo will be provided to committee members. Ms. Torres Wong acknowledged the work of Mary McAllister of County Personnel staff on the compensation survey.

MEETINGS SCHEDULED

The Budget and Administration/Personnel Committee established these meeting dates to complete the next steps in the ED selection process: 1) January 27th, 1pm to 5pm, to review the Client Report and select semi-finalists and 2) February 9th, 8am to 5pm to interview semi-finalists. The RTC will

consider designating the February Transportation Policy Workshop meeting on the morning of February 16th to have the full Commission interview finalists.

AD HOC COMMITTEE ON EMPLOYMENT AGREEMENT

The committee discussed recommending that the Commission form an ad hoc committee to develop recommendations on compensation and other aspects of an employment agreement with the successful candidate. County Counsel indicated that such a committee could consist of up to 6 commissioners and would not be subject to provisions of the Brown Act. Having guided the recruitment process, it would be advantageous to have those members of the Budget and Administration/Personnel Committee who wished to serve on such an ad hoc committee.

A motion was unanimously approved (Beautz/Keogh) to recommend to the RTC that it create an ad hoc committee to formulate a recommendation on the employment agreement for the new Executive Director.

7. Draft Goals for the RTC Executive Director

Ms. Dellin reported that at their last meeting the Budget and Administration/Personnel Committee decided not to conduct a performance evaluation for her position. However, a few years ago, a decision was made to have the Commission as a whole perform the Executive Director's evaluation so a decision to forgo the evaluation would need to be made by the Commission at large. This item will be placed on a future Commission agenda and Ms. Dellin will notify the CAO of the status of this issue.

Ms. Dellin provided the Committee with last year's goals and draft goals for 2006. She said she thought these would be a great communication tool for the new Executive Director and for herself during her last few months.

Commissioners provided input to the 2006 goals including: the goal regarding the shortline operator should refer to the contract, not the negotiation; the Commission's activities to develop a network of bicycle and pedestrian trails along and near the coastline in Santa Cruz County should be represented more generally in the goals, and the RTC should get a report on this issue at a future meeting; and a goal should be added regarding the assistance of the current Executive Director to the RTC in hiring her successor.

8. Next Meeting Times – The Budget and Administration/Personnel Committee will meet on:

- ▶ Friday, January 27, 1pm-5pm, RTC Conference Room (Closed Session)
- ▶ Thursday, February 9, 8am-5pm, RTC Conference Room (Open and Closed Sessions)
- ▶ Thursday, March 9, 3pm, CAO Conference Room, 701 Ocean St, Santa Cruz (Open Session)

9. Adjournment – The meeting was adjourned at 3:53pm.

Respectfully submitted,

Tegan Speiser, Staff