

RHODE ISLAND PUBLIC TRANSIT AUTHORITY

MANAGEMENT COMMITTEE MEETING

MINUTES OF December 7, 2009 MEETING

Board Members Present: John Rupp; Jerome Williams; Michael Lewis; and Rochelle Lee.

Also Present: Alfred J. Moscola (General Manager); Andrew Prescott (Outside General Counsel); Maureen Neira; Mark Therrien; Victor Santos; and Ellen Mandly.

Motion: Minutes of the October 30, 2009

Chairperson Rupp convened the meeting and asked if the members had an opportunity to review the minutes of the RIPTA Management Committee meeting held on October 30, 2009. The members indicated that they had and Mr. Williams moved that the minutes be approved as presented. Mr. Rupp seconded the motion, Mr. Lewis abstained and the minutes of the meeting were approved as presented.

Motion: Executive Session Pursuant to 42-46-5(a)(2) to Discuss

Collective Bargaining

Mr. Rupp asked for a motion to convene an executive session pursuant to RI General Laws 42-46-5(a)(2) to discuss collective bargaining. Michael Lewis moved that the committee convene an executive session and Jerome Williams seconded the motion. The motion to convene an executive session was unanimously passed.

Following the Board's return to open session Mr. Williams made a motion to seal the minutes of the executive session, and Ms. Lee seconded the motion, which passed unanimously.

Discussion: Binding Arbitration

Mr. Rupp reported that the House Oversight Committee has requested an opinion from RIPTA on binding arbitration and asked for a letter from the Board members detailing their position on same. He asked Mr. Prescott to compose the draft included in the members meeting package and said the draft letter will go before the full Board at the December meeting.

First Mr. Rupp wondered whether RIPTA should send such a letter because so far, binding arbitration has not proved to be seriously detrimental to RIPTA. He added that limiting the scope of arbitration might be beneficial particularly with factoring RIPTA's ability to pay out on awards. Mr. Williams supported going on record that RIPTA's

ability to pay should be a consideration and said that a response was requested so giving one is appropriate.

Discussion: Review of Management Positions

Mr. Rupp began by asking if RIPTA has the flexibility to reassign represented and nonrepresented positions and Mr. Santos said nonrepresented positions can be adjusted. There is very little flexibility with the represented positions, although 808 positions are somewhat more flexible. Mr. Moscola gave some examples of allowable lateral movement and responded to further questions regarding positions that fall under 618, 618a and 808.

Next Mr. Rupp referenced the organizational chart and job descriptions received in the meeting package. He wondered if we moved to a CEO/COO format what positions would fall under the business side and also what positions by definition could be combined. He said the job descriptions were confusing and he wants to understand how functions interrelate.

As an illustration of how functions interrelate, Mr. Moscola explained the position functions of Mr. Dean, AGM Transportation and Mr. Scott, AGM Specialized Transportation and Information Services. Mr. Lewis commented that the ITS portion of Mr. Scott's position didn't seem a natural fit and Ms. Neira interjected giving a background on how this function migrated to Mr. Scott's purview.

Mr. Moscola continued, first saying the new CEO would have his support and that the COO position would have responsibility for the operations side. He acknowledged that some business and operations functions have become integrated, such as with Mr. Scott having a mixed bag of specialized transportation and fareboxes, radios and ITS.

Mr. Williams remarked that it would be helpful to have each of the senior managers come before the committee and give a 10 -15 minute overview of their job functions and identify in their opinion to whom they should report.

Next Mr. Williams referenced correspondence he received from Mr. Deller and said he supported Mr. Deller's suggestion that we contact the American Public Transportation Association (APTA) to get sample job descriptions to use as benchmarks. He remarked that the revised senior manager job descriptions the Committee received had no educational requirements for advanced degrees specific to the job function nor did they have minimum requirements for professional experience.

The Committee and staff discussed senior management coming before the Committee to describe their responsibilities and how best to facilitate this. Mr. Moscola commented that the organization chart given to the Committee is about 7 years old and should be updated

and the weak spots identified. He noted that one weak spot is in the area of training and security and workers compensation monitoring in particular. Mr. Williams suggested that the safety and risk management areas might be consolidated into one unit.

Mr. Williams gave Mr. Rupp and Ms. Mandly his edits to the existing organization chart and then left the meeting.

Mr. Rupp continued saying they have several objectives, one is to understand as a Board the various functions being performed and the people performing those functions. He said that this understanding will assist when they begin recruiting for the new CEO position. He remarked that the current structure was developed out of necessity.

Ms. Lee asked for an explanation of APTA and their standards and how we will roll out this process. Mr. Therrien explained that APTA is the organization that supports and improves public transit. Mr. Rupp said we will first review job descriptions of similar sized transit properties such as Atlanta. Mr. Lewis remarked that retaining someone with transit experience relative to buses and state transportation is important.

Mr. Rupp remarked we need to define what transit is versus what we are currently doing. Mark Therrien briefly discussed transit properties similar in scope and size to RIPTA and answered questions on same. Mr. Therrien said we can use these properties as

a resource. Mr. Lewis cautioned that just because another property does things differently does not mean they do it better.

Mr. Moscola asked for direction on next steps. Mr. Rupp said that for the next meeting they should update the organizational charts and contact APTA for sample job descriptions. Additionally, the Committee will begin interviews with senior management starting at the AGM level. Mr. Moscola said there are 24 nonrepresented positions starting at AGM's and going on down to Ms. Mandly.

Ms. Neira remarked that there are consultant firms dedicated to recruiting transit professionals who may be able to assist in redefining the job descriptions. Mr. Therrien added that they can also assist with the CEO search.

Discussion: Public Comment

Mr. Rupp asked for public comment and hearing none moved on.

Motion: Adjournment

There being no further business Mr. Rupp said he would entertain a motion to adjourn and Ms. Lee made the motion. Mr. Lewis seconded the motion to adjourn and it passed unanimously.

Respectfully submitted,

Ellen M. Mandly

Recording Secreta