

## **RIVERSIDE COUNTY TRANSPORTATION COMMISSION**

### **EXECUTIVE COMMITTEE MEETING AGENDA**

TIME: 9:00 a.m.

DATE: Wednesday, July 13, 2016

LOCATION: CONFERENCE ROOM A  
County of Riverside Administrative Center  
4080 Lemon Street, Third Floor, Riverside

#### **🌀 COMMITTEE MEMBERS 🌀**

Scott Matas, City of Desert Hot Springs – Chair  
John F. Tavaglione, County of Riverside, District 2 – Vice Chair  
Dana Reed, City of Indian Wells – Second Vice Chair  
Daryl R. Busch, City of Perris – Past Chair  
Steven Hernandez, City of Coachella  
Karen Spiegel, City of Corona  
Rick Gibbs, City of Murrieta  
Ben Benoit, City of Wildomar  
Chuck Washington, County of Riverside, District 3  
John J. Benoit, County of Riverside, District 4  
Marion Ashley, County of Riverside, District 5

#### **🌀 AREAS OF RESPONSIBILITY 🌀**

Reviews and makes final decisions on personnel issues  
and office operational matters.

***Comments are welcomed by the Committee. If you wish to provide comments to the Committee, please complete and submit a Speaker Card to the Clerk of the Board.***

# **RIVERSIDE COUNTY TRANSPORTATION COMMISSION**

## **EXECUTIVE COMMITTEE MEETING**

**9:00 a.m.**

**WEDNESDAY, JULY 13, 2016**

**County of Riverside Administrative Center  
Conference Room A  
4080 Lemon Street, Third Floor, Riverside**

*In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting at the Commission office, 4080 Lemon Street, Third Floor, Riverside, CA, and on the Commission's website, [www.rctc.org](http://www.rctc.org).*

*In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (951) 787-7141 if special assistance is needed to participate in a Commission meeting, including accessibility and translation services. Assistance is provided free of charge. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.*

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS**
- 4. APPROVAL OF THE MINUTES – JUNE 8, 2016**
- 5. ADDITIONS/REVISIONS** – *The Committee may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Committee subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Committee. If there are less than 2/3 of the Committee members present, adding an item to the agenda requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.*
- 6. CLOSED SESSION**
  - 6A. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION**

Pursuant to Government Code Section 54956.9(d)(1)  
Case No(s). RIC 1511130 and RIC 1602030
- 7. ADJOURNMENT**

# **AGENDA ITEM 4**

## **MINUTES**

# **RIVERSIDE COUNTY TRANSPORTATION COMMISSION**

## **EXECUTIVE COMMITTEE**

**JUNE 8, 2016**

### **Special Meeting Minutes**

#### **1. CALL TO ORDER**

The meeting of the Executive Committee was called to order by Chair Scott Matas at 8:47 a.m. in Conference Room A at the County of Riverside Administrative Center 4080 Lemon Street, Third Floor, Riverside, California, 92501.

#### **2. ROLL CALL**

##### **Commissioners Present**

Marion Ashley  
Ben Benoit\*  
John J. Benoit  
Daryl Busch  
Rick Gibbs  
Steven Hernandez\*  
Scott Matas  
Dana Reed  
Karen Spiegel

##### **Commissioners Absent**

John Tavaglione\*\*  
Chuck Washington

\*Arrived after the meeting was called to order

\*\*Proxy vote assigned to Commissioner John Benoit. A letter was filed with the Clerk of the Board.

#### **3. PUBLIC COMMENTS**

There were no requests to speak from the public.

#### **4. APPROVAL OF MINUTES**

**M/S/C (Gibbs/Reed) to approve the minutes of Special Executive April 13, 2016 meetings as submitted.**

#### **5. ADDITIONS/REVISIONS**

There were no additions or revisions to the agenda.

## **6. ORGANIZATIONAL CHANGES**

Anne Mayer, Executive Director, presented the proposed organizational changes and discussed the responsibilities of each position.

At Chair Matas' request, Anne Mayer explained the dual reporting role of the Public Affairs Manager and the responsibilities of that position.

At Commissioner John Benoit's request, Anne Mayer explained why staff is recommending to underfill the Goods Movement Manager position.

At this time, Commissioner Ben Benoit arrived at the meeting.

Commissioner Gibbs expressed support for the proposed organizational changes and staff's considerations for succession planning.

Commissioner Dana Reed concurred with Commissioner Gibbs' comment.

At Commissioner Reed's request, Anne Mayer discussed staffing for the toll program.

### **M/S/C (Reed/Ashley) to:**

- 1) Reclassify the Government Relations Manager on Range 51 (\$8,867 - \$11,970 per month) to an External Affairs Director on Range 63 (\$11,883 - \$16,041 per month). This position will be part of the Management Team and will be responsible for developing a unifying approach to all of the Commission's external relationships including legislative and community affairs;**
- 2) Reclassify the vacant Capital Projects Manager on Range 53 (\$9,310 - \$12,569 per month) to a Legislative Affairs Manager on Range 51, (\$8,867 - \$11,970 per month). This position will focus on issues pertaining to state and federal legislation and public policy;**
- 3) Approve the revised organization chart; and**
- 4) Forward the revised FY 2016/17 Salary Ranges schedule to the Commission for final adoption.**

At this time, Commissioner Marion Ashley recused himself from the closed session item. Commissioner Steven Hernandez joined the meeting.

**7. CLOSED SESSION**

**7A. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION**

Pursuant to Government Code Section 54956.9(d)(1)

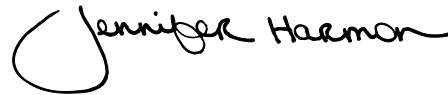
Case No(s). RIC 1511130 and RIC 1602030

There was no announcement from the Closed Session item.

**8. ADJOURNMENT**

There being no other items to be considered, the Executive Committee meeting adjourned at 9:25 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Harmon". The signature is written in a cursive style with a large, looped initial "J".

Jennifer Harmon  
Clerk of the Board