

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

EXECUTIVE COMMITTEE MEETING AGENDA

TIME: 9:00 a.m.

DATE: Wednesday, September 10, 2014

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

☞ COMMITTEE MEMBERS ☞

Karen Spiegel, City of Corona
Scott Matas, City of Desert Hot Springs
Terry Henderson, City of La Quinta
Rick Gibbs, City of Murrieta
Daryl Busch, City of Perris
Steve Adams, City of Riverside
Ben Benoit, City of Wildomar
John J. Tavaglione, County of Riverside, District II
Jeff Stone, County of Riverside, District III
John J. Benoit, County of Riverside, District IV
Marion Ashley, County of Riverside, District V

☞ 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

9:00 A.M.

WEDNESDAY, SEPTEMBER 10, 2014
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.

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if you need special assistance to participate in an Executive Committee meeting, please contact the Clerk of the Board at (951) 787-7141. Notification of at least 48 hours prior to meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENTS**
- 3. MINUTES – OCTOBER 9, 2013 AND JANUARY 8, 2014**
- 4. 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.*
- 5. CLOSED SESSION**
 - 5A. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION**
Pursuant to Government Code 54956.9(d)(1)
Case No(s). RIC 1211222
- 6. ADJOURNMENT**

AGENDA ITEM 3

MINUTES

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

EXECUTIVE COMMITTEE SPECIAL MEETING OCTOBER 9, 2013

Minutes

1. CALL TO ORDER

The meeting of the Executive Committee was called to order by Chair Karen Spiegel at 8:36 a.m. in Conference Room A at the County of Riverside Administrative Center, 4080 Lemon Street, Third Floor, Riverside, California, 92501.

Commissioners Present

Steve Adams
Marion Ashley
John J. Benoit
Bob Botts
Daryl Busch
Rick Gibbs
Terry Henderson
Karen Spiegel
Jeff Stone

Commissioners Absent

Kevin Jeffries
John Tavaglione

2. PUBLIC COMMENTS

There were no requests to speak from the public.

3. APPROVAL OF MINUTES – September 11, 2013

M/S/C (Ashley/Henderson) to approve the minutes of September 11, 2013 as submitted.

4. ADDITIONS/REVISIONS

There were no additions or revisions to the agenda.

5. TOLL PROGRAM ORGANIZATION PLANNING

Michael Blomquist, Toll Program Director, presented the proposed organizational changes necessary to structure the Commission as an operating toll agency; the proposed hybrid organizational structure to provide needed functions by both Toll

Program staff and other Commission department staff while maintaining a small Commission staff overall; and the proposed plan to contract out the majority of the future operations and maintenance work to the private sector while maintaining oversight and overall program management responsibilities.

The Committee discussed the proposed changes and structure and expressed support.

M/S/C (Benoit/Ashley) to:

- 1) **Authorize staff to issue a future request for proposal for additional Toll Program Organization services to provide tolling processes and procedures, hiring and retention strategy, Enterprise Resource Planning and IT strategy, marketing and communications strategy, and other services; and**
- 2) **Authorize staff to return to the Commission in the future for specific authorization requests to hire personnel, contract authority for necessary services, and budget authority needed to implement the Toll Program Organization.**

6. PERSONNEL POLICIES AND PROCEDURES MANUAL REVISIONS

Beth Gutierrez, Human Resources Administrator, presented the proposed changes to the Commission's Personnel Policies and Procedures Manual.

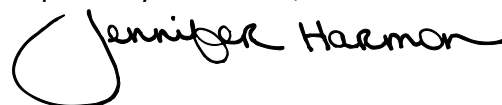
M/S/C (Stone/Adams) to:

- 1) **Approve the revisions to the Personnel Policies and Procedures Manual (PPPM); and**
- 2) **Adopt Resolution No. 13-067, "*Resolution of the Riverside County Transportation Commission Adopting Revisions to Its Personnel Policies and Procedures Manual.*"**

7. ADJOURNMENT

There being no other items to be considered, the Executive Committee meeting adjourned at 9:08 a.m.

Respectfully submitted,



Jennifer Harmon
Clerk of the Board

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

EXECUTIVE COMMITTEE

JANUARY 8, 2014

Minutes

1. CALL TO ORDER

The meeting of the Executive Committee was called to order by Chair Marion Ashley at 9:04 a.m. in Conference Room A at the County of Riverside Administrative Center, 4080 Lemon Street, Third Floor, Riverside, California, 92501.

Commissioners Present

Steve Adams
Marion Ashley
John J. Benoit
Daryl Busch
Rick Gibbs
Scott Matas
Karen Spiegel
John Tavaglione

Commissioners Absent

Ben Benoit
Terry Henderson
Jeff Stone

2. PUBLIC COMMENTS

There were no requests to speak from the public.

3. APPROVAL OF MINUTES

M/S/C (Gibbs/Henderson) to approve the minutes of November 14, 2012 as submitted.

4. ADDITIONS/REVISIONS

There were no additions or revisions to the agenda.

5. CLOSED SESSION – EXECUTIVE DIRECTOR

5A. Public Employee Performance Evaluation
Title: Executive Director

5B. Conference with Labor Negotiators Pursuant to Section 54957.6

Agency Representative: Chair or Designee
Employee: Executive Director

There were no announcements from closed session items.

6. EXECUTIVE DIRECTOR – EMPLOYMENT CONTRACT

M/S/C (Benoit/Spiegel) to:

- 1) Approve an amendment to the Executive Director's employment contract; and**
- 2) Direct legal counsel to work with the Chair to finalize the amendment and authorize the Chair to execute the amendment on behalf of the Commission.**

7. 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, flowing style.

Jennifer Harmon
Clerk of the Board