



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)  
PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE AGENDA  
REGULAR MEETING  
SEPTEMBER 22, 2017 - 12:00PM  
METRO REGULAR BOARD MEETING MINUTES\*  
SANTA CRUZ CITY CHAMBERS  
809 CENTER STREET  
SANTA CRUZ, CA 95060**

The Personnel/Human Resources Standing Committee convened a meeting as referenced above. The Meeting Agenda Packet can be found online at [www.SCMTD.com](http://www.SCMTD.com) and is available for inspection at Santa Cruz Metro's Administrative offices at 110 Vernon Street, Santa Cruz, California. \*Minutes are "summary" minutes, not verbatim minutes. Audio recordings of Board meeting open sessions are available to the public upon request.

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**COMMITTEE ROSTER**

Director Jimmy Dutra, Chair	City of Watsonville
Director Norm Hagen	County of Santa Cruz
Director John Leopold	County of Santa Cruz
Director Bruce McPherson, Vice Chair	County of Santa Cruz
Director Mike Rotkin, Past Immediate Chair	County of Santa Cruz
Alex Clifford	METRO CEO/General Manager
Julie Sherman	METRO General Counsel

**MEETING TIME: 12:00PM OR AS SOON THEREAFTER AS POSSIBLE**

NOTE: THE COMMITTEE CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1 CALL TO ORDER**  
Meeting was called to order at 12:15PM by Committee Chair Dutra
- 2 ROLL CALL:** The following Directors were **present**, representing quorum:

<b>Director Jimmy Dutra, Chair</b>	<b>City of Watsonville</b>
<b>Director Norm Hagen</b>	<b>County of Santa Cruz</b>
<b>Director John Leopold</b>	<b>County of Santa Cruz</b>

Director Bruce McPherson, Vice Chair

County of Santa Cruz

**Director Mike Rotkin, Past Immediate Chair**

**County of Santa Cruz**

Director McPherson was absent.

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) WERE:

Olivia Martinez, SEIU

**3 ADDITIONS/DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

**4 COMMUNICATIONS TO THE PERSONNEL/HUMAN RESOURCES STANDING COMMITTEE**

There was no public comment.

**5 ACCEPT AND FILE THE MINUTES OF THE PERSONNEL/HR STANDING COMMITTEE MEETING OF MAY 2, 2017**

**ACTION: MOTION TO ACCEPT AND FILE THE MINUTES OF THE PERSONNEL/HR STANDING COMMITTEE MEETING OF MAY 2, 2017 AS PRESENTED**

**MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR LEOPOLD**

**MOTION CARRIED BY 4 AYES (DIRECTORS DUTRA, HAGEN, LEOPOLD, & ROTKIN). DIRECTOR MCPHERSON WAS ABSENT.**

**6 ORAL UPDATE RE MANAGEMENT CLASS AND COMPENSATION STUDY**

Angela Aitken, Interim HR Manager, explained the process and the status to date. She anticipates a presentation or update at the next Committee meeting.

Public comments:

Olivia Martinez, representing SEIU, suggested a meeting be held between SEIU and METRO to agree on the process that will be undertaken with regard to comparable classifications for the upcoming class and compensation study for SEIU members.

**7 METRO BYLAWS REVISIONS**

Alex Clifford, CEO/General Manager, provided a brief history of the process.

Julie Sherman, General Counsel, suggested this item be kicked off today to allow time for Committee review and input. A number of the edits were required to bring the Bylaws in line with Metro's current enabling legislation. Future edits may include more flexibility with regard to travel restrictions, to allow other Board members beyond the Board Chair and Vice Chair to travel; per diem versus actual expense reimbursements; going paperless, etc.

Discussion ensued regarding the Brown Act, differences between Standing and Ad Hoc Committees, meeting location options, etc. The Committee requested Gina Pye reach out to the Board of Supervisors as well as the cities for meeting opportunities.

Gina Pye will check committee member availability for the next Committee meeting.

There was no public comment.

**8 The meeting was adjourned at 12:57PM by Chair Dutra.**

Respectfully submitted,

Gina Pye  
Executive Assistant

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day. The agenda packet and materials related to an item on this Agenda submitted after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at [www.scmtd.com](http://www.scmtd.com) subject to staff's ability to post the document before the meeting.