



Salem Area Mass Transit District
Board of Directors
~ **WORK SESSION** ~
August 25, 2022

Join ZoomGov Meeting: <https://cherriots-org.zoomgov.com/j/1608361530?pwd=MHNSRGZ3a1FIT5XSHIGdzYvRWpuUT09>

By Phone US (San Jose): +1 669 254 5252

Meeting ID: **160 836 1530**

Passcode: **864458**

Meeting ID and Passcode: same as above

Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT: President Ian Davidson; Directors Sadie Carney, Sarah Duncan and Ramiro Navarro Jr., (virtual)

ABSENT: Directors Maria Hinojos Pressey, and Chi Nguyen

Staff Allan Pollock, General Manager; David Trimble, Deputy General Manager; Christina Conner, Chief Human Resources Officer; Denise LaRue, Chief Financial Officer; Tom Dietz, Director of Operations; Patricia Feeny, Director of Communication; Bobbi Kidd, Strategic Initiatives Administrator; Ross Aguilar, Systems Administrator; and Linda Galeazzi, Executive Assistant

1. **CALL TO ORDER**

5:32 PM

President Ian Davidson called the work session to order at 5:32 p.m.
A quorum was present.

2. **PRESENTATION** – None

3. **DISCUSSION**

A. TransDash Digital Dashboard

Staff report: PowerPoint Presentation in the agenda packet

Presenter: Mark Aesch, CEO; Matt Webb, Principal, AICP; and Mike Haynes, Performance Practice Lead from TransPro Consulting

The TransPro consulting team provided a PowerPoint presentation of their national transit database for measuring and communicating the value of public transit in the community and nationally powered by TransDASH, a performance dashboard. General Manager Pollock

and President Ian Davidson first heard the consulting team present their ideas at the 2021 APTA Conference. TransDASH will provide the District with relative comparative outcomes, reporting tools, digital and current data, peer benchmarks, and a local and national perspective with the participation of the District with other transit agencies in a virtual national quarterly performance presentation that show industry trends and results by outcomes and key performance indicators (KPIs).

Follow-up: General Manager Pollock reported on the next steps. He will attend the APTA TRANSform Conference where there will be a discussion about the next steps for all of the agencies participating. A packet of information is being built for use internally. TransPro Consulting will host a virtual launch of the TransDASH performance dashboard on September 28, 2022. A second event is scheduled for October 9, 2022. At the end of January, the District will have completed its first report for the fourth quarter.

4. GENERAL MANAGER COMMENTS

Staff report: In the agenda packet for the Board's Work Session

Presenter: Allan Pollock, General Manager

GM Pollock provided a brief review of the upcoming agenda items and board calendar. He noted that there will be a work session prior to the September 22, 2022 board meeting where they will have a comprehensive review of the battery electric bus project. After the board meeting, the Board will hold an executive session for the performance evaluation of the general manager. In October, the board will review and discuss their priorities at the October 27, 2022 work session.

CHRO Christina Conner reviewed the procedure for the general manager performance evaluation and compensation study. Board members received a copy of the evaluation document that will be used.

Follow-up: CHRO Conner will email an electronic version of the evaluation with a copy of the general manager's self-evaluation to board members to be completed and returned to her by September 19, 2022 to be compiled. The Board Secretary, Chi Nguyen, will review the compilation for accuracy; and the Board will meet in executive session on September 22 to review and discuss the evaluation compilation. Any consideration to compensation changes will be taken at the regular board meeting as an action item.

5. WORK SESSION ADJOURNED

6:13 PM

Submitted by:

Linda Galeazzi, CMC

Executive Assistant/Clerk of the Board