



**EXECUTIVE COMMITTEE
MEETING AGENDA**

TIME: 9:00 a.m.

DATE: Wednesday, December 11, 2019

LOCATION: **MARCH FIELD CONFERENCE ROOM**
County of Riverside Administrative Center
4080 Lemon Street, Third Floor, Riverside

🌀 COMMITTEE MEMBERS 🌀

Chuck Washington, County of Riverside, District 3– Chair
Ben J. Benoit, City of Wildomar – Vice Chair
Jan Harnik, City of Palm Desert – Second Vice Chair
Dana Reed, City of Indian Wells – Past Chair
Lloyd White, City of Beaumont
Brian Berkson, City of Jurupa Valley
Lisa Middleton, City of Palm Springs
Michael S. Naggar, City of Temecula
Karen Spiegel, County of Riverside, District 2
V. Manuel Perez, County of Riverside, District 4
Jeff Hewitt, 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 AGENDA

9:00 A.M.

**WEDNESDAY, DECEMBER 11, 2019
County of Riverside Administrative Center
March Field Conference Room
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. 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.*
- 4. APPROVAL OF THE MINUTES – NOVEMBER 13, 2019**
- 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

6. EXECUTIVE DIRECTOR – EMPLOYMENT CONTRACT

Overview

This item is for the Committee to discuss and take possible action on amendment to Executive Director's employment contract.

7. ADJOURNMENT

AGENDA ITEM 4

MINUTES

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

EXECUTIVE COMMITTEE MEETING MINUTES

November 13, 2019

1. CALL TO ORDER

The meeting of the Executive Committee was called to order by Chair Chuck Washington at 9:03 a.m. in the March Field Conference Room at the County of Riverside Administrative Center, 4080 Lemon Street, Third Floor, Riverside, California, 92501.

ROLL CALL

Commissioners Present

Ben J. Benoit
Brian Berkson
Jan Harnik
Lisa Middleton
V. Manuel Perez
Dana Reed
Chuck Washington
Lloyd White

Commissioners Absent

Jeff Hewitt
Michael Naggar
Karen Spiegel

2. PUBLIC COMMENTS

There were no requests to speak from the public.

3. ADDITIONS/REVISIONS

There were no additions or revision to the agenda.

4. APPROVAL OF MINUTES

M/S/C (Benoit/Berkson) to approve the minutes of May 8, 2019 meeting as submitted.

5. ADDITIONS TO THE PERSONNEL POLICIES AND PROCEDURES MANUAL

Anne Mayer, Executive Director, introduced Pamela Velez as the new Human Resources Administrator. Ms. Mayer then provided an overview of the addition to the Personnel Policies and Procedures Manual, which is an addition of policy language regarding elections and campaigns to ensure expectations of employees are clearly defined.

M/S/C (Reed/Harnik) to:

- 1) Approve the additions to the Personnel Policies and Procedures Manual (PPM); and**
- 2) Adopt Resolution No. 19-019 *“Resolution of the Executive Committee of the Riverside County Transportation Commission Amending its Personnel Rules to adopt an Election and Campaign Related Policy for Employees.”***

6. ADJOURNMENT

There being no other items to be considered, the Executive Committee meeting adjourned at 9:07 a.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Lisa Mobley', with a long horizontal flourish extending to the right.

Lisa Mobley
Clerk of the Board