



# TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority  
801 Wilbur Avenue • Antioch, California 94509  
Phone 925.754.6622 Fax 925.757.2530

## Personnel Committee Meeting Agenda

Wednesday September 28, 2022

2:30pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: [www.trideltatransit.com](http://www.trideltatransit.com)

Members of the Board of Directors and members of the public can attend the meeting:

- In person (proof of COVID-19 vaccination is required)
- from a laptop:

Click to join Zoom Meeting:

<https://zoom.us/j/99420999810?pwd=d0NlVDdSYjhUQWJyclJjOHdWMG1RUT09>

OR

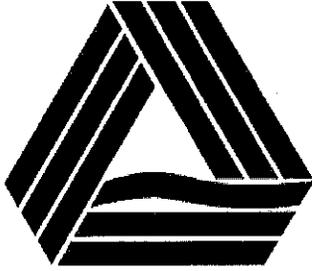
Go to: <https://zoom.us/join>, then enter meeting ID: 994 2099 9810.  
Then click join. Then enter passcode: 571719

- from a phone

Dial: 1 669 900 6833 US

Meeting ID: 994 2099 9810

- Public comments can be:
  - submitted via e-mail to [CEO@trideltatransit.org](mailto:CEO@trideltatransit.org) Comments received one hour prior to the meeting will be distributed to the members of the Board of Directors and summarized in the minutes
  - made in-person during the meeting
  - made via phone or Zoom during the meeting



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Please see the last page of this agenda for:

- Public comment guidelines
- Agenda, staff report, and document availability
- Americans with Disabilities Act information
- Limited English Proficiency (LEP) information
- Anticipated action by the Committee

## AGENDA

1. Call to Order: Chair Anissa Williams
2. Public Comment
3. Key Personnel Retirement (*see attachment*)
4. CEO Goals & Objectives (*see attachment*)

### FY 2022-23 Personnel Committee Members:

- Anissa Williams\*
- Shanelle Scales-Preston
- Ken Gray
- Diane Burgis

\* Chair: FY 2022-23

**Public Comment Guidelines:**

- Persons requesting to address the ECCTA Personnel Committee are requested to complete a Comment Request form and submit it to the clerk. If possible, please submit the form prior to the start of the meeting. At the appropriate time, the ECCTA Personnel Committee chair will call on individuals to comment.
- During the public comment agenda item, the public is permitted to address the ECCTA Personnel Committee on items that are on the consent calendar or items not on the agenda. Individuals may also make a request for future agenda items. No action or discussion may take place on any item not appearing on the posted agenda.
- If a person wishes to speak on a specific agenda item, the ECCTA Personnel Committee chair will call on the individual when the agenda item is being discussed by the Personnel Committee.
- Persons addressing the ECCTA Personnel Committee are requested to limit their remarks to three (3) minutes unless an extension of time is granted by the Personnel Committee chair, subject to approval of the ECCTA Personnel Committee members.

**Agenda, staff report, and document availability:**

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection the Friday before Personnel Committee meeting at ECCTA's front desk located at 801 Wilbur Avenue, Antioch, California. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Committee regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at ECCTA's front desk at the above referenced address during regular business hours.

**Americans with Disabilities Act Information:**

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available in the ECCTA parking lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II} Please help us accommodate individuals with EI-MSD and refrain from wearing scented products to this meeting. Please turn off any electronic paging device or cell phone.

**Limited English Proficiency (LEP):**

Any person with Limited English Proficiency (LEP) who requires language assistance to communicate with the Tri Delta Transit Personnel Committee during the meeting should contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to assure language assistance for this meeting.

**Anticipated Action by the Committee:**

The Personnel Committee may make recommendations to the full Board of Directors on any item on the agenda, which action may consist of the recommended action, no action or a related action. The recommendations will be considered by the full Board of Directors at the next regularly scheduled meeting.

## Staff Report to ECCTA Personnel Committee

**Meeting Date:** September 28, 2022

**Agenda Item:** Key Personnel Retirement -- Agenda Item #3

**Lead Staff:** Rashidi Barnes, Chief Executive Officer

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### Background

In late 2021, the then-Chief Executive Officer announced her plan to retire in February 2023 after 32 years of service to Tri Delta Transit. When the CEO announced her retirement, Steve Ponte, the Chief Operating Officer, announced that he had also planned to retire so moved his retirement date to match the CEO retirement date to minimize the disruption the change in agency leadership would have on the employees and the organization. After an extensive recruitment and selection process, the Board of Directors executed an employment contract with the new CEO at their July 27, 2022 meeting.

During the July 27, 2022 meeting, the Board of Directors requested the Personnel Committee to consider a retirement recognition for Jeanne Krieg and Steve Ponte.

### Considerations

- In its 45-year history, Tri Delta Transit has never had a senior executive retire so there is not a precedent for a retirement recognition. Industry-wide, there are few examples of senior executives with the number of years that Jeanne Krieg (32 years) and Steve Ponte (27 years) have served,
- The agency saved upwards of \$100,000 by directing Jeanne Krieg and Steve Ponte to conduct the executive search.
- Tri Delta Transit does not have a defined benefit retirement plan such as CalPERS. A retirement recognition would not result in “pension spiking” or effect any retirement benefits (defined contribution plan) in any way.
- The federal government senior executive service members are eligible for performance bonuses of up to 20% of their base pay in a single year.

- ECCTA does not have a policy in place to recognize retiring employees. In researching options, here are some that are used in other industries, if the board wishes to recognize Steve Ponte and/or Jeanne Krieg. The approved FY2022-2023 budget includes enough funds for any of these options:

Calculation	Jeanne (32 years)	Steve (27 years)
1% of the annual salary x years of service	\$76,860	\$48,096
½% of the annual salary x years of service	\$38,430	\$24,048
\$1000 per year of service	\$32,000	\$27,000
A set amount determined by the Board of Directors such as x% of base pay or a specific dollar amount.	tbd	tbd

**Requested Action**

Recommend a retirement recognition for Chief Operating Officer Steve Ponte and CEO Transition Officer Jeanne Krieg to the Board of Directors at the October 26, 2022 board meeting.

## **Staff Report to ECCTA Personnel Committee**

**Meeting Date:** September 28, 2022

**Agenda Item:** CEO Goals & Objectives -- Agenda Item #4

**Lead Staff:** Rashidi Barnes, Chief Executive Officer 

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### **Background**

The Board of Directors executed an employment contract with me at their July 27, 2022 meeting. My employment began September 7, 2022. During the Personnel Committee meeting, I will present a list of proposed goals and objectives for my first twelve months.

### **Requested Action**

Recommend a set of goals and objectives for presentation to the full Board of Directors at the October 26<sup>th</sup>, 2022 board meeting.