



1 **General Manager Search Committee Meeting Minutes**

2 **October 17, 2022, 1:00 PM**

3 **101 Queen City Road, Burlington VT 05401**

4 **Attendees may join in-person or remotely via Zoom.**

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7 *The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and*
8 *sustainable public transportation services in northwest and central Vermont that reduce*
9 *congestion and pollution, encourage transit-oriented development, and enhance the quality*
10 *of life for all.*
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13 **Present:**

14 Commissioner Paul Bohne, Essex

15 Commissioner Tom Derenthal, Burlington

16 Commissioner Austin David, Winooski

17 Commissioner Catherine Dimitruk, Franklin County

18 Stephanie Reid, Director of Human Resources

19 Nathan Bergeron, Union Steward

20 Jamie Smith, Director of Marketing & Planning

21 Tim Bradshaw, Public Transit Program Coordinator at VTrans

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23 **Open Meeting**

24 Chair Bohne opened the meeting at 1:01 PM.

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26 **Adjustment of the Agenda**

27 None

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29 **Public Comment**

30 None

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32 **Approval of Committee Minutes**

33 Smith made a motion to approve draft minutes from October 10, 2022.

34 Bradshaw seconded. All were in favor and the motion carried.

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36 **Review of characteristics for the next General Manager**

37 All committee members received a characteristics list and interview
38 evaluation form to review. Reid encouraged the committee to define and
39 agree upon the characteristics of a General Manager before drafting
40 interview questions. The committee confirmed that all characteristics listed on



41 the attachments were necessary and relevant. Reid stated that she will share
42 a list of previous interview questions for the committee to review. The
43 committee will aim to develop 15-17 interview questions for General
44 Manager candidates. The committee is interested in including a scenario
45 question and writing assignment as part of the interview process. Currently,
46 there are 14 candidates for the General Manager position. Reid will forward
47 "potential" and "top prospect" candidates to the committee for review. The
48 next General Manager Search Committee Meeting is scheduled for October
49 31st at which committee members should be prepared to share their top
50 three candidates.

51

52 **Adjourn**

53 Commissioner Dimitruk made a motion to adjourn, Commissioner David
54 seconded. All were in favor and the meeting adjourned at 1:39 PM.