

General Manager Search Committee Meeting

Wednesday, August 28, 2019, at 12:30 p.m.

GMT Board Room

101 Queen City Park Road, Burlington VT 05401

Agenda

Time ¹	Item
12:30	Welcome & Introductions Adjustments to the Agenda Public Comment
12:40	Committee Charter Briefly review Committee purpose and process moving forward
12:50	Search Firm Proposal Review (sent previously)² Review proposals and select firm.
2:05	Stakeholder Survey Results Review preliminary results and outline discussion points for search firm.
2:20	Next Meeting Set date. Potential agenda: Meet with search firm to discuss process, schedule, job description, and GMT needs.
2:30	Adjourn

¹ All times are approximate.

² Indicates action item.



General Manager Selection Committee Meeting

Wednesday, August 14, 2019, at 9:00 a.m.

GMT Board Room

101 Queen City Park Road,
Burlington VT 05401

Present:

Bonnie Waninger, GMT Board of Commissioners Vice Chair

Catherine Dimitruk, GMT Board of Commissioners

Ross MacDonald, VTrans Public Transit Coordinator

Tony St. Hilaire, Teamsters Local 597 Business Agent

Jamie Smith, GMT Director of Marketing and Planning

Trish Redalieu, GMT Director of Human Resources, Ex-Officio

Guests: Murray Benner, Special Services Transportation Agency

Not Present:

Paul Bohne, GMT Board of Commissioners Treasurer

- **Welcome & Introductions:**
9:07AM the meeting opened. Introductions were made.
- **Adjustments to the Agenda:**
None
- **Public Comment:**
Murray Benner stated he was here as a member of the public and interested party. He did not have any public comment to share.
- **Election of Committee Chair:**
Commissioner Dimitruk moved to elect Commissioner Waninger as chair of the GM Selection Committee; Ross McDonald seconded. Motion carried.

The GM Selection Committee agreed to operate by consensus vote with dissenting positions included at the Committee member's request.

- **Selection Process and Timeline:**
Commissioner Waninger walked the committee through the various process options outlined in the meeting documents. The general consensus of the committee was to find a new approach given past hiring processes hadn't yielded a robust pool of candidates.

The committee consensus was to hire an outside search firm. Ross McDonald of VTrans noted the possibility of VTrans providing funding for the search firm. He stated he would get back to the group with more information. The hiring process is expected to take 3-6 months.

Mr. St. Hilaire expressed concerns regarding his position on the GM Selection Committee. He was concerned about the tone this set with the new General Manager and the perception issues that could arise. The committee discussed this concern and assured Mr. St. Hilaire that the Board and the Committee see value in the Teamsters Union having a representative on the committee. As noted in the Chair's email appointing the committee, the committee is advisory to the Board of Commissioners. The Board will make the final hiring decision.

- **Position Description:**
The committee agreed there would be value in surveying staff and stakeholders about the most critical leadership and management needs the new General Manager will need to address. The committee agreed to recommend a survey to the Board. The survey would use the Board's evaluation criteria for the General Manager position.

Next steps include: procuring a search firm and developing a survey for GMT staff and stakeholders that would help identify the most critical leadership and management needs for GMT.

- **Next Meeting:**
The next meeting was set for August 28, 2019 at 12:30PM.
If a search firm is selected prior to the next committee meeting, the agenda will include meeting with that firm, either by phone or in person. The committee will also review the initial results of the survey.
- **Adjourn:**
The committee meeting adjourned at 10:09AM.