



PINELLAS SUNCOAST TRANSIT AUTHORITY
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**PERSONNEL COMMITTEE MEETING
MINUTES – NOVEMBER 17, 2015**

The Personnel Committee of the Pinellas Suncoast Transit Authority (PSTA) Board of Directors held a meeting in the Auditorium at PSTA Headquarters at 10:30 AM on this date. The purpose of the meeting was to approve the August 31, 2015 meeting minutes and review the revised Chief Executive Officer's (CEO) Performance Evaluation form. The following members were present:

Bill Jonson, Chairperson
Julie Bujalski, Vice-Chairperson
Joe Barkley
Wengay Newton

Absent
Janet Long, Secretary/Treasurer

Also Present:
Brad Miller, CEO
PSTA Staff Members
Members of the Public

CALL TO ORDER

Chairperson Jonson opened the meeting at 10:51 AM.

PUBLIC COMMENT

There were no public comments.

ACTION ITEMS

Approve the Minutes - Mr. Newton made a motion, seconded by Mr. Barkley to approve the August 31, 2015 meeting minutes. There were no public comments. Motion passed unanimously.

INFORMATION ITEMS

Revised CEO Evaluation Form - Chairperson Jonson suggested adding the Mission Statement to the form as well as two more rating numbers; 1 - Unacceptable and 5 - Extraordinary.

[Ms. Bujalski entered the meeting at 10:55 AM.]

Mr. Newton stated his belief that three rating numbers were sufficient and made a motion, seconded by Mr. Barkley to keep the three number rating system along with the definitions of each number. There were no public comments. Motion passed (3:1) with Chairperson Jonson dissenting. Additionally, there was consensus by the Committee to add the Mission Statement to the evaluation.

There was much discussion as Mr. Miller reviewed the evaluation section by section. Chairperson Jonson suggested adding "Service Delivery" as another measure. Ms. Bujalski suggested adding "Managing the Organization" or some bullet points to that effect under existing headings.

Ms. Bujalski made a motion to include some general organizational leadership questions to the form. The motion was not seconded; therefore it failed. Mr. Newton made a motion to review the evaluation line by line to ensure that information from the previous evaluation had been captured in the revised form. The motion was not seconded; therefore it failed. After further discussion, Ms. Bujalski made a motion, seconded by Mr. Newton to present the existing draft evaluation form to the Board. There were no public comments. Motion passed unanimously.

FUTURE MEETING SUBJECTS

Ms. Bujalski made a motion, seconded by Mr. Barkley to present the CEO's evaluation to the Board at the December 9th meeting as an informational item and then for adoption at the January 27th Board meeting. There were no public comments. Motion passed unanimously.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

The meeting was adjourned at 12:03 PM.