



CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
2910 East Fifth Street Austin, TX 78702

~ MINUTES ~

Executive Assistant/Board Liaison Gina Estrada
512-389-7458

Wednesday, February 17, 2010
12:00 PM

12:05 PM Meeting Called To Order
2:06 PM Meeting Adjourned

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- I. Call to Order**
- II. Roll Call**
- III. Executive Session of Chapter 551 of the Texas Government Code:**

Board went into Executive Session at 12:39 and returned at 2:06 pm.

Chapter 551.071 - Regarding Personnel Matters.

Went into Executive Session at 12:39 pm

Out of Executive Session at 2:06 pm

IV. Presentations:

Donna Simmons, Director, Human Resources introduced the Executive Search Firm Committee team from Gilbert Tweed Associates Inc., Stephanie Pinson and Alexandra Tosi - they discussed some of the most recent searches, one for Phoenix Light Rail, the techniques from the search etc... Stephanie stated it is important for the community to know what happens but candidates don't have to be public until it is necessary.

- The process - today is the beginning - then the fact finding stage, goals and objectives.
- Will be visiting with stakeholders with Board discretion.
- Will be putting together a position description then Board will tweak the description.
- Will be working with Board on a weekly basis by phone.
- Then we will develop potential candidates. Typically this is a 3 month process.
- The exploring phase.
- Research Phase - 3 1/2 weeks or so, trial slate - working with candidates with close fit.
- Then formal interview stage after we find the right candidates.

Please let us know of people you (Board) want us to talk to. The search is controlled, organized and timely. Let us know if you know of any glitches.

Alexandra Tosi - We pay attention to diversity, our placement ratio is better than 40%. We do not do targeted searches; we will be talking to diverse organizations in the community.

Stephanie - Gilbert Tweed is a member of COMTO and other organizations, and is APTA active.

Beverly Silas - The Texas Asian organization & other groups?

Chair Martinez - They have a list of different groups. Do you have a timeline?

Stephanie - In about 3 1/2 weeks they will be back to discuss candidate profiles. We will have real people without their identity being public to protect against bias, etc... just

deal with profiles for now. We will try to get to 4-6 profiles and the slate to 3-5 people. Then start interviewing with the Board and we will be there through the process with you. Then once you pick someone we will present the offer.

Chair Martinez - Can you briefly talk about outreach?

Stephanie - It will be fair, open and well publicized with all organizations. A national search, we will look any place to find candidates and in at least one commercial paper. Also internal candidates will be treated the same as external candidates.

Chair Martinez - My impression was the Search Committee was to oversee this process and the Community leaders, etc... to be a part of the process. Some suggestions, ATU has asked for input, someone from the disability community etc...

Ann Stafford - The responsibility lies with the Board, maybe they can be in an advisory role.

Silas - I am not opposed to input outside sub-committee but I am not comfortable with anyone else having voting privileges.

Chair Martinez - Leave it up to the committee.

V. Adjournment

Special Board Meeting was adjourned at 2:06 pm.

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call 512-389-7458 or email gina.estrada@capmetro.org if you need more information.

BOARD OF DIRECTORS: *Mayor Pro Tem Mike Martinez, Chairperson; John Langmore, Vice Chair; Beverly S. Silas, Board Secretary; Council Member Chris Riley; Mayor John Cowman; Frank Fernandez; Ann M. Stafford and Norm Chafetz . Board Liaison: Gina Estrada 389-7458, email gina.estrada@capmetro.org if you need more information.*

The Board of Directors may also announce it will go into Executive Session, if necessary, to receive advice from legal counsel regarding any item on this agenda in accordance with Section 551.071 of the Texas Government Code.

Yvonne Allen
Legal/Board Support Specialist II

Date: February 17, 2010