

Date: September 16, 2015
To: TriMet Board of Directors
From: Neil McFarlane, General Manager
Subject: ***General Manager Personnel Action Report***
May 16, 2015 to August 15, 2015

The duties of TriMet's General Manager are specified in ORS 267.140. It states the General Manager has "full charge of the administration of the business affairs of the district." Those duties include ensuring appropriate staffing levels and acknowledging promotions.

TriMet is pleased to recognize the following individual salary actions and to report on other personnel actions taken during the quarter.

I. PERSONNEL ACTIONS (*Grade 15 and over*)¹

All actions are within the current budget appropriation.

a. Promotions

Christine Stevens – Senior Manager Labor Relations; LR/HR. Grade 17
Previous Position: Manager, Labor Relations; LR/HR. Grade 16
7.88% Annual Salary Increase to \$102,000; Effective 7/19/15.

Kelly Betteridge – Manager, Capital Planning; Public Affairs. Grade 16
Previous Position: Planner II, Public Affairs, Grade 12.
17.43% Annual Salary Increase to \$77,100; Effective 5/25/15.

Lora Hanson – Manager, Scheduling Systems & Production; Transportation. Grade 15.
Previous Position: Schedule Data Technician; Transportation. Union Grade 0867.
10.58% Annual Salary Increase to \$80,000; Effective 6/22/15.

Cynthia Kandle – Sr Representative, Labor Relations; LR/HR. Grade 15.
Previous Position: Analyst, Labor; LR/HR. Grade 13.
7.77% Annual Salary Increase to \$77,000; Effective 7/19/15.

b. Annual Salary Program (Includes Merit & Market)

For all 422 Non Union employees the average base salary increase was 2.91%. The salary actions were effective July 5, 2015.

c. Market Adjustments

Michael Arronson – Manger, Workforce Utilization; Transportation. Grade 15.
3.77% Annual Salary Increase to \$85,260; Effective 5/24/15.

Jean Cook – Assistant Manager, Transportation; Transportation. Grade 15.
4.10% Annual Salary Increase to \$73,641; Effective 5/24/15.

Cynthia Deibert – Assistant Manager, Transportation; Transportation. Grade 15.
4.26% Annual Salary Increase to \$76,108; Effective 5/24/15.

Gregory Donavon – Assistant Manager, Rail Transportation; Transportation. Grade 15.
4.38% Annual Salary Increase to \$78,679; Effective 5/24/15.

¹ Grade 15 has a midpoint of \$90,344 and is generally considered a department manager level.

c. Market Adjustments *(continued)*

Roland Henson – Assistant Manager, Training & NRV Operations; Transportation. Grade 15.
1.84% Annual Salary Increase to \$83,000; Effective 5/24/15.

Mary Hill – Assistant Manager, Transportation; Transportation. Grade 15.
4.27% Annual Salary Increase to \$75,858; Effective 5/24/15.

JoAnne Kirkbride – Assistant Manager, Transportation; Transportation. Grade 15.
5.21% Annual Salary Increase to \$69,890; Effective 5/24/15.

Leonard Lamberth – Assistant Manager, Transportation; Transportation. Grade 15.
4.43% Annual Salary Increase to \$73,258; Effective 5/24/15.

Gregory Larson – Assistant Manager, Transportation; Transportation. Grade 15.
4.18% Annual Salary Increase to \$77,439; Effective 5/24/15.

Donald McInnis – Manager, Fare Equipment; Transportation. Grade 15.
4.27% Annual Salary Increase to \$83,900; Effective 5/24/15.

Mark Poulson – Assistant Manager, Transportation; Transportation. Grade 15.
4.66% Annual Salary Increase to \$74,166; Effective 5/24/15.

Patrick White – Assistant Manager, Transportation; Transportation. Grade 15.
4.76% Annual Salary Increase to \$72,398; Effective 5/24/15.

Todd Wood – Assistant Manager, Rail Transportation; Transportation. Grade 15.
4.41% Annual Salary Increase to \$78,346; Effective 5/24/15.

Michael Younger – Assistant Manager, Transportation; Transportation. Grade 15.
4.42% Annual Salary Increase to \$73,092; Effective 5/24/15.

d. New Hires

Thomas Markgraf – Director, Public Affairs; Public Affairs.
Grade 19. Starting Annual Salary: \$120,000. Start Date: 6/6/15.

Nathan Griffin – Manager, Stores & Warranty Programs; Maintenance.
Grade 16. Starting Annual Salary: \$91,000. Start Date: 6/1/15.

Mark Jenkins – Engineer III; Capital Projects.
Grade 16. Starting Annual Salary: \$105,000. Start Date 6/6/15.

John Zimmerman – Engineer, Sr Development – Ops; Information Technology.
Grade 16. Starting Annual Salary: \$105,000. Start Date 6/8/15.

Lauren Parker – Manager, Marketing & Outreach Services; Public Affairs.
Grade 15. Starting Annual Salary: \$83,500. Start Date 6/6/15.

e. Separations

Evelyn Minor-Lawrence – Director, Labor Relations; Labor Relations/Human Resources.
Grade 18. Ending Annual Salary: \$119,089. Last Day: 7/23/15; Retired. Years of Service: 12.

Steven Barrett – Manager, Structural Construction; Capital Projects.
Grade 18. Ending Annual Salary: \$115,769. Last Day: 8/5/15; Retired. Years of Service: 12.

Brian Woodall – Manager, Contracts; Finance & Administration.
Grade 17. Ending Annual Salary: \$97,525. Last Day: 5/26/15; Separation. Years of Service: 23.

e. Separations *(continued)*

Evan Siroky – Engineer, Web Application Software; Information Technology.

Grade 16. Ending Annual Salary: \$78,003. Last Day: 7/3/15; Resigned. Years of Service: 2.

Paul Gornick – Engineering III, Structural; Capital Projects.

Grade 15. Ending Annual Salary: \$87,987. Last Day 7/31/15; End of Project. Years of Service: 3.

II. OTHER PERSONNEL ACTIONS

All actions are within the current budget appropriation.

- a. Total Union Employee Salary Step Increases: 512
- b. Total Union Positions Filled: 79
 - i. Part-time Operators: 66
 - ii. Full-time Operators: 36
 - iii. Union - Other: 0
- c. Total Non-Union Positions Filled: 8 Full-time, 3 Part-time

All actions are conducted in accordance with ORS 267.140. Any actions anticipated to exceed the budget appropriation will be brought before the Board in a Budget Transfer Resolution.