

**SOUTH JERSEY TRANSPORTATION AUTHORITY
EXECUTIVE SESSION MINUTES**

DECEMBER 20, 2011

Commissioner April called the Executive Session Meeting to order at 10:10 a.m. and noted that this Executive Session was being conducted in accordance with Resolution 2011-132 of the South Jersey Transportation Authority, which provides for the following:

The general nature of the subject matter of this closed session meeting pertained to personnel and contractual matters authorized pursuant to N.J.S.A. 10:4-12(b)(8).

Present

Commissioner Jeffery April
Commissioner Joseph Devine
Commissioner Maurice B. Hill
Commissioner C. Robert McDevitt (*arrived at 10:14 a.m.)
Deputy Commissioner Joseph Mrozek (via video conference)
Commissioner Joseph Ripa
David Reiner, Governor's Authorities Unit
Bart R. Mueller, Executive Director

Absent

Chairman James S. Simpson
Commissioner Dianne Solomon
Commissioner Louis Toscano
Brandon Minde, Governor's Authorities Unit
Commissioner Timothy J. Lizura

Also Present

Stephen F. Dougherty, Chief of Staff
Sharon Gordon, Deputy Executive Director
Jean Cipriani, General Counsel
Susan Lubrano, Authority Board Secretary

Personnel Matter

Mr. Dougherty advised the Commissioners that they will be voting on personnel moves as outlined in Schedule "A", of Resolution 2011-117. He advised that this month's schedule provides for one new employee to backfill the vacant Administrative Services Specialist position and several mobility assignments. Mr. Dougherty first discussed the new employee being recommended, Ms. Steinhaus and the reasons for her recommendation, specifically, her education, as she is a recent graduate from Rowan and the commitment she has shown during her temporary employment as a co-op. Mr. Dougherty stated that several in-house candidates were also interviewed for this position; however, based on Ms. Steinhaus' interview, and considering the long term benefit to the Authority relating to succession, Ms. Steinhaus was highly recommended. Mr. Dougherty then discussed the mobility assignments and the benefits of such assignments. He stated that as raises have not been permitted for several years, mobility assignments are a way to encourage and motivate employees, while providing career pathing opportunities. Mr. Dougherty stated that typically mobility assignments do not provide employees with additional compensation, only additional training. He further stated that five of the seven employees carry their current salary with them, while two employees have taken assignments with a reduced salary. Mr. Dougherty advised the Commissioners that Megan Flanagan's assignment from Support Specialist III to Accountant III is being offered at her current salary for the probationary period; however, should she pass the probationary period, she would then receive the salary of \$35,599.00, which is commensurate with the position.

Mr. Dougherty then discussed the Chief Financial Officer recommendation. He advised the Board of Mr. Frankowski's starting salary. Discussion ensued regarding Mr. Frankowski's employment conditions,

specifically regarding vehicle assignment. At the close of this discussion, a determination was made that the offer should stand, and perhaps the vehicle policy be revisited in the future.

Commissioner April asked if there were any further questions or discussions on the Personnel Actions discussed this morning. There being none, Commissioner April called for a motion to adjourn the Executive Session.

Motion was moved by Commissioner Hill and seconded by Commissioner Devine; motion carried adjourning the Executive Session at 10:30a.m.

Submitted by:

Susan Lubrano, Authority Board Secretary