

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
EXECUTIVE SESSION MINUTES**

**FEBRUARY 20, 2013**

Commissioner April called the Executive Session Meeting to order at 9:06 a.m. and noted that this Executive Session is being conducted in accordance with Resolution 2013-25 of the South Jersey Transportation Authority, which provides for the following:

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

**Present**

Commissioner Jeffery A. April, Esq.  
Commissioner Joseph W. Devine  
Commissioner Peter C. Elco  
Commissioner Maurice B. Hill  
Deputy Commissioner Joseph W. Mrozek (via video conference)  
Commissioner Joseph Ripa  
Commissioner Dianne Solomon (via teleconference)  
Brett Tanzman, Governor's Authorities Unit (via teleconference)  
Samuel L. Donelson, Acting Executive Director  
Stephen F. Dougherty, Chief of Staff  
Sharon Gordon, Deputy Executive Director  
Frank F. Frankowski, Director of Finance  
Kevin Rehmann, Communications Manager  
Lauren Staiger, Esq., General Counsel  
Christopher A. Orlando, Esq., Brown and Connery  
Paul C. Heck, Manager, Business Administration  
Susan Lubrano, Authority Board Secretary

**Contractual Matter**

Mr. Donelson asked Mr. Orlando, the Authority's labor counsel, to brief the Commissioners on the Local S-18 negotiations. Mr. Orlando advised that the Authority has been involved in negotiations with the Airport firefighters for nearly 9 months.

Commissioner Devine asked if Mr. Orlando had a schedule for the mediation to which Mr. Orlando provided the date of March 4, 2013. Mr. Dougherty advised that an update on the findings from the mediation will be provided to the Commissioners during the March 6<sup>th</sup> Committee meetings.

**Personnel Matter**

Mr. Dougherty briefed the Commissioners on the personnel actions pertaining to Schedule "A" (Resolution 2013-14). He stated that the Authority's headcount is currently 288 and that we are budgeted for 297. Mr. Dougherty advised that as part of the schedule, the Authority is recommending one full-time, outside hire for the position of Senior Accountant, which will bring the headcount to 289. He indicated that this position was advertised in the fall, but the Authority didn't feel the candidates were strong enough. A decision to re-advertise the position was made and in January the Authority received three additional applicants. Mr. Dougherty stated that, based on a review of all applicants, the Finance Department felt Mr. Hamilton was the best candidate for the position. He then discussed the foreperson and sign fabricator positions, advising of the purpose for the moves within the division.

Mr. Dougherty asked if there were any question on this portion of the schedule. No questions were asked. He then discussed the ITT position advising it was budgeted in 2012, but that the Authority determined that it would hold off on filling the position, for budget savings, until the Voice-Over-Internet-Protocol system was fully implemented. Mr. Dougherty advised that the Authority advertised for the position and received one internal applicant. He advised of the strong qualifications of this individual, stating he is currently the Information Service Manager within the Department of ITT. Mr. Dougherty advised that there

are no plans at this time to backfill the individual's current position, so the position is headcount neutral. Mr. Dougherty then deferred to Mr. Orlando to brief the Commissioners on the Maintenance Foreperson position.

Mr. Dougherty then discussed the Maintenance 4 position. He advised that we are recommending an internal applicant who is currently a parking supervisor. Mr. Dougherty stated that this individual has a good work record and is currently studying for his CDL. He stated that he believes the individual would transition well into the new position. There are no plans at this time to backfill the parking supervisor position; therefore it is headcount neutral. Mr. Dougherty then discussed the part-time positions, advising of one part-time communications operator and the five part-time drivers. He stated the five drivers are for Burlink Shuttle Service. Mr. Dougherty asked the Commissioners for any questions on the Schedule. No questions were asked.

Lastly, Mr. Dougherty advised the Commissioners that the Maintenance Custodian positions that were part of the schedule during Committees have been removed due to Union representatives requesting to discuss the positions further. He advised that these discussions have since taken place and that the positions will be back on the schedule and recommendations will be made during the March Personnel Committee.

#### Litigation Matter

Mr. Orlando provided the Commissioners with background on the Fire Chief issue,

questions on this topic. No questions were asked.

He asked the Commissioners if they had any

Ms. Staiger then briefed the Commissioner on the Thomas v. SJTA matter. She advised that Ms. Thomas works for SJTPO and as the Authority provides administrative support for SJTPO, their employees must abide by Authority policies. Ms. Staiger advised that this matter stems from Ms. Thomas' claim that she was wrongfully denied an annual 4% salary increase since 2008. Ms. Staiger informed the Commissioners that her firm has filed a motion for summary judgment and that it was granted. She advised that Ms. Thomas has forty-five days to file an appeal; should she decide against filing an appeal the case will be dismissed.

#### Contractual Matter (pertaining to the possible purchase, lease or acquisition of real property)

Mr. Donelson advised the Commissioners of a recent discussion he had with the Assistant Director of Aviation, PANYNJ. Mr. Donelson stated that the PANYNJ is in receipt of the "draft" study prepared by QED Consultants and is in the process of reviewing it prior to presenting it to their executive staff. They expect the report to be submitted to their executive staff next week.

Commissioner April asked if anyone had any questions on any of the matters discussed. No questions were asked. Commissioner April called for a motion to adjourn the Executive Session. Said motion was moved by Commissioner Hill and seconded by Commissioner Devine; motion carried adjourning the Executive Session at 9:36 a.m.

Submitted by:



Susan Lubrano, Authority Board Secretary