

**SOUTH JERSEY TRANSPORTATION AUTHORITY
EXECUTIVE SESSION MINUTES**

JUNE 18, 2014

Chairman Bertoni called the Executive Session Meeting to order at 9:03 a.m. and noted that this Executive Session is being conducted in accordance with Resolution 2014-60 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 matters authorized pursuant to N.J.S.A. 10:4-12(b)(8).

Present

Chairman Joseph D. Bertoni
Commissioner Jeffery A. April, Esq.
Commissioner Joseph W. Devine (via teleconference)
Commissioner Maurice B. Hill
Commissioner Joseph Ripa
Commissioner Christine A. Roberts, EDA
Christopher Howard, Governor's Authorities Unit
Adam Tamzoke, Governor's Authorities Unit
Frank F. Frankowski, Interim Executive Director
Stephen F. Dougherty, Chief of Staff
Sharon L. Gordon, Deputy Executive Director
Michael R. Cort, Interim Director of Finance
Paul C. Heck, Director of Business Administration
Robert M. Damminger, Deputy Director of Transportation Services
Lauren Staiger, Esq., General Counsel
Susan Lubrano, Authority Board Secretary

Personnel Matter

Mr. Frankowski stated that Mr. Dougherty would be briefing the Board on the Schedule A. Mr. Dougherty advised that the names of those being recommended have been added to the Schedule since it was last discussed during the June 4th Personnel Committee. He advised that the Authority currently has 278 full-time employees and should the schedule be approved as presented, headcount will increase to 280. He stated that the budgeted headcount for the year is 292. Mr. Dougherty discussed the Chief Engineer/Director of Engineering position. He briefly discussed the three candidates that were interviewed advising that Stephen Mazur is being recommended. He indicated that Mr. Mazur is a great fit for the Authority and should be able to come on board and hit the ground running. Commissioner April briefly discussed the in-house candidate and asked if he would stay on in his previous position. Mr. Dougherty advised that he would. The salary was then discussed with Mr. Dougherty advising that the recommended salary is the minimum start for that range. As no further questions were asked, Mr. Dougherty moved to the Sign 1 Fabricator position. He advised that the position is currently vacant and is being backfilled based on the needs of the business. He stated that the candidate, a current employee, who has over twenty year experience, was the only candidate qualified. He then discussed the Business Manager position advising that at the end of calendar year 2013 the Board voted on some organizational movements within Human Resources and Business Administration that were needed to right-size the departments. One of those movements was consolidating the divisions into a department and assigning Mr. Paul Heck as a director over the new department. He then discussed Mr. Heck's responsibilities advising that a business manager is needed to help manage the vast amount of non-toll revenue contracts, bring in additional non-toll revenue and assist in the risk management and insurance program. A discussion ensued about the Deputy Executive Director of Operations and if this responsibility would fit under that title. Mr. Dougherty advised that it would not and offered all of the multiple departments that report to this position. As there were no further questions, Mr. Dougherty discussed the Assistant Fire Chief and Fire Captain positions advising that as the

previous Assistant Fire Chief was recently promoted to Chief, it created a need to backfill his former position as well as the Fire Captain position. He discussed the employees being recommended stating that both employees currently serve in these positions on an "Acting" basis and are very qualified. Mr. Dougherty advised that these movements will complete the department; thus, there are no plans to bring on any additional entry level firefighters.

Lastly, Mr. Dougherty discussed the termination of a part-time employee. He advised that the individual was involved in two motor vehicle accidents while driving Authority vehicles. Based on these accidents, a recommendation is being made for termination. Mr. Dougherty asked if there were any questions on the Schedule. No further questions were asked.

Chairman Bertoni called for a motion to adjourn the Executive Session. Said motion was moved by Commissioner Devine and seconded by Commissioner Hill; motion carried adjourning the Executive Session at 9:14 a.m.

Submitted by:



Susan Lubrano, Authority Board Secretary