

## **SOUND TRANSIT CEO SEARCH COMMITTEE MEETING**

Summary Minutes

August 19, 2015

### **CALL TO ORDER**

The meeting was called to order at 3:15 p.m. by Committee Chair Dow Constantine, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

### **ROLL CALL**

Chair

(P) Dow Constantine, King County Executive

Committee Members

(P) Fred Butler, Issaquah Mayor

(P) Joe McDermott, King County Council Vice Chair

(P) Joni Earl, Sound Transit CEO

(P) Ed Murray, Seattle Mayor

(P) Dave Earling, Edmonds Mayor

(P) Marilyn Strickland, Tacoma Mayor

Board Administrator Katie Flores announced that a quorum of the committee was present at roll call.

### **CEO EXECUTIVE RECRUITMENT UPDATE**

Dennis Karras, CEO Karras Consulting, presented the suggested recruitment timeline and work plan.

Mr. Karras reported that Karras Consulting has identified 136 candidates to date. The soft closing date is September 4, 2015. Mr. Karras expects the candidate pool to reach at least 200 as Karras Consulting continues to engage with other potential candidates. Mr. Karras provided a general summary of the candidate pool including geographic location and educational attainment. Diversity information will be included in the final candidate summary at the next meeting.

Mr. Karras completed his report with a review of remaining scheduled meetings. At the next meeting, Karras will provide the Committee with information about all the candidates and a list of "A" and "B" candidates. The Committee will identify individuals it would like to interview at its meeting in October.

Chair Constantine noted that discussions about specific candidates would take place in executive session due to the sensitive nature of the discussion. Chair Constantine asked staff to indicate which portions of the agenda will take place in executive session so it is clear.

### **SOUND TRANSIT EMPLOYEE ENGAGEMENT SURVEY RESULTS**

Chair Constantine asked Valentina Zackrone, Chief Human Resources Officer to review the results of the recent employee engagement survey to allow the Committee to understand more about Sound Transit's internal culture.

Ms. Zackrone provided background information about the survey conducted earlier this year; 86% of employees participated. Ms. Zackrone summarized key points including strong personal investment and commitment levels among employees. Supervisors and coworker ratings have increased in each year the survey was conducted at Sound Transit and eighteen of the nineteen dimensions studied are above or significantly above national norms. The only dimension that falls below the national norm is intergroup relations. Ms. Zackrone noted that this is typical and even more pronounced as the level of expertise deepens making it more difficult to work effectively across functional lines. Sound Transit has made great strides in this area over the past two years and has plans for further improvement. Sound Transit employees contribute to the organization, enjoy the work they do and are motivated to help Sound Transit succeed. Finally, Ms. Zackrone summarized recurring themes, and how Sound Transit will address concerns that were

raised. These themes included career development, collaboration and intergroup relations, improvements in efficiency, structured employee involvement and pay. Sound Transit is exploring matrix organization training for all new hires, better onboarding, Brown Bag Lunch and Learns, and flexible scheduling. Overall results are some of the highest seen in an organization of Sound Transit's size. Sound Transit has committed to additional surveys through 2017.

Mike Harbour recently presented these survey results to employees. Sound Transit and Karras Consulting discussed providing that video recorded session to the short list of candidates.

## **BUSINESS ITEMS**

### Items for Committee Final Action

#### Minutes of the June 24, 2015 CEO Search Committee Meeting

**It was moved by Boardmember Strickland, seconded by Boardmember Earling, and carried by unanimous vote that the minutes of the June 24, 2015 CEO Search Committee meeting be approved as presented.**

## **EXECUTIVE SESSION**

None

## **OTHER BUSINESS**

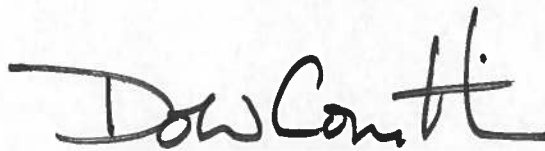
None

## **NEXT MEETING**

Wednesday, September 16, 2015  
12:00 p.m. – 2:00 p.m. \*\* Note Time Change \*\*  
Ruth Fisher Boardroom

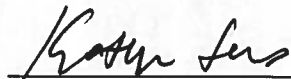
## **ADJOURN**

The meeting adjourned at 12:37 p.m.



Dow Constantine  
CEO Search Committee Chair

ATTEST:



Kathryn Flores  
Board Administrator

APPROVED on September 16, 2015, LM