HUMAN RESOURCES SUBCOMMITTEE
BOARD OF DIRECTORS MEETING

Meeting Notice:

Due to the COVID-19 pandemic, state of emergency and Governor Beshear’s Executive Orders regarding social distancing, this meeting of the TARC Board of Directors will be held via video-teleconference pursuant to Senate 150 (as signed by the Governor on March 30, 2020) and Attorney General Opinion 20-05, and in accordance with KRS 61.826, because it was not feasible to offer a primary physical location for the meeting.

The next meeting of this subcommittee of the TARC Board of Directors will be:
**Wednesday, March 17 at 1:00 p.m.**

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation for assistance with the meeting or meeting materials. Please contact Ashlie Woods at 502.561.5108. Requests made as early as possible will allow time to arrange accommodation.

Meeting Instructions:

**Join Zoom Meeting:**

https://zoom.us/j/99171855303?pwd=N2tmdHpRODg1REh4NTI0cW40THVjQT09

**Meeting ID:** 991 7185 5303

**Passcode:** 965 790

**One tap mobile:** +13017158592,,99171855303#
HUMAN RESOURCES SUBCOMMITTEE
BOARD OF DIRECTORS MEETING

Agenda

I. Quorum Call / Call to Order

II. Staff Report
   a. Review presentation

III. Proposed Agenda Items / Next Meeting Date

IV. Adjournment

Mary Morrow 1:00
Randy Frantz 1:05 - 1:30
Carrie Butler 1:35 - 1:45

1:50
# BOARD OF DIRECTORS HUMAN RESOURCES SUBCOMMITTEE MEETING

| I. Call to Order                          | 1:00pm |
| II. Review Charter Responsibilities       | 1:05pm - 1:10pm |
| III. Mission Statement & Success Factors  | 1:10pm - 1:15pm |
| IV. New Employee Introduction             | 1:15pm - 1:20pm |
| V. DE&I Training Review                   | 1:20pm - 1:35pm |
| VI. Board Member Committee Assignments & Onboarding | 1:35pm - 1:45pm |
| VII. Proposed Agenda Items & Next Meeting Date | 1:45pm - 2:00pm |
| VIII. Adjourn                              | 2:00pm |
Meet quarterly

Review the Executive Director’s compensation

Identify Board training opportunities and ensure that appropriate Board training is given

Prepare a Board meeting attendance matrix annually

Ensure the policies and procedures applicable to all employees are public, discernable, and followed
MISSION STATEMENT

Deliver transportation services that enhance the Greater Louisville community.
DELIVER TRANSPORTATION SERVICES THAT ENHANCE THE GREATER LOUISVILLE COMMUNITY

1. Deliver Quality Services
   - Safe
   - Accessible
   - Sustainable

2. Focus on Rider Needs
   - Voice of the Customer
   - Dependability
   - Frequent, Fast, & Direct

3. Maintain Adequate Financial Resources
   - Mass Transit Trust Fund
   - Fund Capital Needs
   - Prudent Contractual Management

4. Support the Community’s Well Being
   - Program Involvement
   - Workforce & Economic Development
   - Outreach

5. Engage an Effective Team
   - Promote Transparency
   - Training & Development
   - Opportunities for Growth

6. Explore Visionary Opportunities
   - Long Range Planning
   - Transformative Technology
   - Multimodal Trends
NEW DIRECTOR OF HUMAN RESOURCES

WELCOME, JP HAMM!

Chief Labor Negotiator, Lou Metro Government

Director of Human Resources, Lou Metro Government

Executive Director, Office of Human Resource Management, Kentucky Cabinet for Health and Family Services

Attorney, Associate and Partner, Stites & Harbison, PPLC

"Having lived in Louisville for over 25 years, this city is my home and I am passionate about my career in public service. I am very excited to join the TARC team, and I look forward to working together to continue making a positive impact to the community and people we serve."
EMPLOYEE DE&I TRAINING

UNDERSTAND ENVIRONMENT, REVIEW PERSPECTIVES, ANALYZE CLIMATE, & ALIGN PRACTICES

• COVID-19 requirements pose scheduling restrictions

• 34 EE’s (4 classes) have completed Cultural Diversity training
  • Next Cultural Diversity class scheduled April 6, 2021
  • First Inclusion Behavior class scheduled April 7, 2021

• FY22 budgeting goal includes 90 EE’s trained per quarter

• Future scheduling shall include TARC Board of Directors

• Development Roadmap:

  1. Cultural Diversity
  2. Inclusion Behavior
  3. Sexual Harassment & Bystander
  4. Implicit (Unconscious) Bias
  5. Intercultural Communication
BOARD OF DIRECTORS

SUBCOMMITTEE ASSIGNMENTS

Mary Morrow, Chair
- Human Resources
- Finance

John Launius, Vice Chair
- Finance

Chuck Rogers
- Customer Service
- Human Resources

Carla Dearing
- Strategic Planning

Alice Houston
- Customer Service
- Human Resources

Ted Smith
- Strategic Planning

JC Stites
- Strategic Planning

Gary Dryden
- Finance
BOARD MEMBER ONBOARDING

PREPARING FOR NEW BOARD MEMBERS

- TARC 101 Orientation
- Board Member By Laws
- US DOT FTA Disclosure Statement
- Email and Internet Acceptable Use Policy and Know-how
- Lou Metro Government Financial Disclosure
- Managing Government Records
- KY Open Records and Open Meetings Act
## NEXT MEETING DATE

# SUBCOMMITTEE CALENDAR

<table>
<thead>
<tr>
<th>Calendar Year 2021 Meeting Schedule</th>
<th>Board of Directors</th>
<th>Human Resources</th>
<th>Strategic Planning</th>
<th>Customer Service</th>
<th>Finance</th>
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THANK YOU