

# 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	Mary Morrow	1:00
II.	Staff Report		1:05 - 1:30
	a. Review presentation	Randy Frantz Carrie Butler	
III.	Proposed Agenda Items / Next Meeting Date	Carrie Butler	1:35 - 1:45
IV.	Adjournment		1:50



**HUMAN RESOURCES  
SUBCOMMITTEE MEETING**

MARCH 17, 2021





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## 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



# HUMAN RESOURCE SUBCOMMITTEE

## CHARTER RESPONSIBILITIES

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





# MISSION STATEMENT & SUCCESS FACTORS

## 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

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## 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



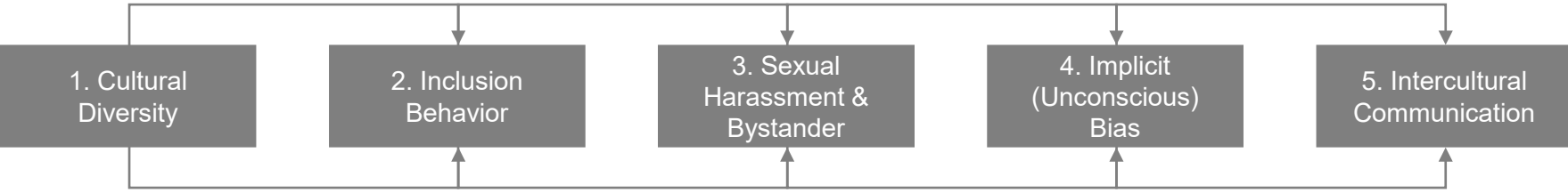
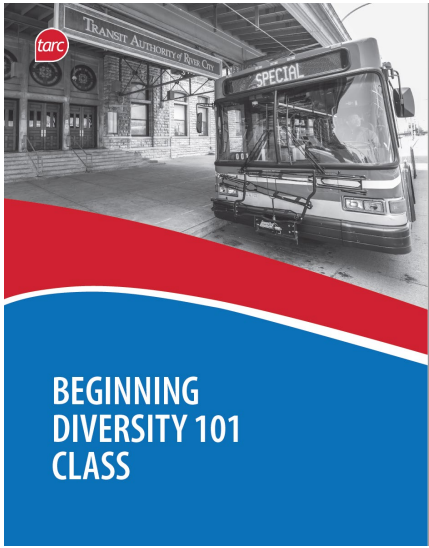
"Having lived in Louisville for over 25 years, this city is my home and I am passionate about my career in public service. I am very excited to join the TARC team, and I look forward to working together to continue making a positive impact to the community and people we serve."



# 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:



# BOARD OF DIRECTORS

## SUBCOMMITTEE ASSIGNMENTS



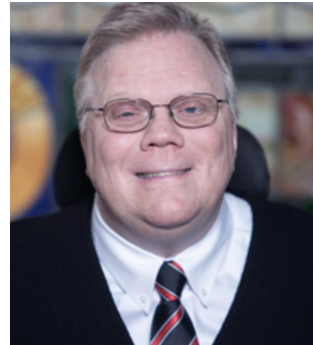
Mary Morrow, Chair

- 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

Calendar Year 2021 Meeting Schedule	Board of Directors	Human Resources	Strategic Planning	Customer Service	Finance
	1:30 p.m.	1 p.m.	3 p.m.	10 a.m.	1 p.m.
January	January 26, 2021		January 12, 2021		January 19, 2021
February	February 23, 2021			February 17, 2021	February 16, 2021
March	March 23, 2021	March 17, 2021			March 16, 2021
April	April 27, 2021		April 13, 2021		April 20, 2021
May	May 25, 2021			May 19, 2021	May 18, 2021
June	June 22, 2021	June 16, 2021			June 15, 2021
July	July 27, 2021		July 13, 2021		July 20, 2021
August	August 24, 2021			August 18, 2021	August 17, 2021
September	September 28, 2021	September 15, 2021			September 21, 2021
October	October 26, 2021		October 12, 2021		October 19, 2021
November	November 16, 2021			November 10, 2021	November 9, 2021
December	December 14, 2021	December 8, 2021			December 7, 2021



**THANK YOU**

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## HR SUBCOMMITTEE MEETING

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March 17, 2021