

April 25, 2024



**MINUTES OF THE RULES, POLICY AND INDUSTRIAL RELATIONS COMMITTEE/
COMMITTEE OF THE WHOLE**

**These minutes are supplemented by the audio recording that is posted online at:
<https://www.goldengate.org/district/board-of-directors/meeting-documents>.**

Honorable Board of Directors
Golden Gate Bridge, Highway
and Transportation District

Honorable Members:

The Rules, Policy, and Industrial Relations Committee/Committee of the Whole (Committee) of the Golden Gate Bridge, Highway and Transportation District (District) met in regular session in the Board Room, Administration Building, Golden Gate Bridge Toll Plaza, San Francisco, CA, on Thursday, April 25, 2024, at 10:47 a.m., with Chair Hernández presiding. A remote audio option for public participation was available.

- (1) **Call to Order:** 10:47 a.m.
- (2) **Roll Call:** Secretary of the District Amorette Ko-Wong.

Committee Members Present (7): Chair Hernández; Directors Garbarino, Grosboll, Hill, Pahre and Thier; President Cochran.

Committee Members Absent (2): Vice Chair Moulton-Peters; Director Conroy.

Other Directors Present (5): Directors Giudice, Mastin, Rabbitt, Rodoni and Thériault.

Committee of the Whole Members Present (12): Directors Garbarino, Giudice, Grosboll, Hernández, Mastin, Pahre, Rodoni, Thériault and Thier; Second Vice President Rabbitt; First Vice President Hill; President Cochran.

Committee of the Whole Members Absent (7): Directors Conroy, Dorsey, Engardio, Moulton-Peters, Safaí, Snyder and Stefani.

Staff Present: General Manager Denis Mulligan; Auditor-Controller Joseph Wire; Acting District Engineer John Eberle; Secretary of the District Amorette Ko-Wong; Attorney Kimon Manolius; Deputy General Manager/Bridge Division David Rivera; Deputy General Manager/Bus Transit Division Les Belton; Deputy General Manager/Administration and Development Kellee Hopper; EEO and Workforce Inclusion Director Susan Spencer; DBE and Workforce Inclusion Manager Artemisé Davenport; Executive Administrator to the General Manager Justine Bock; Senior Board Analyst Elizabeth Eells.

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Copies of all reports are available on the District's web site at <https://www.goldengate.org/district/board-of-directors/meeting-documents/> or upon request from the Office of the District Secretary.

(3) Authorize Salary Adjustment to Select Positions in Response to Salary Survey Findings [00:41 Minutes Mark on the Audio Recording]

Deputy General Manager/Administration and Development Kellee Hopper presented the staff report.

[03:39 Minutes Mark on the Audio Recording]

Director Mastin inquired about the District's market for employees. He acknowledged that the District market for employees is local and regional.

Director Thier inquired about how the District compares its compensation to other organizations.

Chair Hernandez expressed appreciation for the staff report and commended Ms. Hopper and her staff for their work on staff compensation.

Ms. Hopper responded to the inquiries. She stated that the Board has taken a position that the District will compare itself to other agencies that are doing similar work in the Bay Area region, and she added that the District does look beyond the Bay Area for the ferry industry. She confirmed that most employees are recruited from the regional area.

(a) Action by Committee

Staff recommended and the Committee concurred by motion made and seconded by **Directors GROSBOLL/COCHRAN** to forward the following recommendation to the Board of Directors for its consideration:

RECOMMENDATION

The Rules, Policy and Industrial Relations Committee/Committee of the Whole recommends that the Board of Directors approve an adjustment to salaries of the following classifications relative to the recent compensation study findings, effective the beginning of the first pay period in March 2024:

- (i) Director of Budget and Electronic Revenue from an annual salary range of \$164,840 to \$199,243 to an annual salary of \$202,259 to \$245,835 not including benefits;
- (ii) Chief Technology Officer from an annual salary range of \$170,206 to \$205,670 to an annual salary of \$202,259 to \$245,835 not including benefits;
- (iii) Manager of Electronic Revenue Collection from an annual salary range of \$133,411 to \$161,262 to an annual salary of \$150,696 to \$182,000 not including benefits;
- (iv) Purchasing Officer from an annual salary range of \$126,693 to \$153,088 to an annual salary of \$142,355 to \$171,995 not including benefits;

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- (v) Contracts Officer from an annual salary range of \$126,693 to \$153,088 to an annual salary of \$142,355 to \$171,995 not including benefits; and,
- (vi) ADA Compliance and Program Manager from an annual salary range of \$110,677 to \$133,723 to an annual salary of \$122,907 to \$148,491 not including benefits,

with the understanding that sufficient funds to cover the annual salaries for the positions are included in the current appropriate Division Operating Budget and will be budgeted accordingly in future years.

Action by the Board at its meeting of April 26, 2024 – Resolution

AYES (12): Directors Garbarino, Giudice, Grosboll, Hernández, Mastin, Pahre, Rodoni, Thériault and Thier; Second Vice President Rabbitt; First Vice President Hill; President Cochran.

NOES (0): None.

ABSENT (7): Directors Conroy, Dorsey, Engardio, Moulton-Peters, Safai, Snyder and Stefani.

(4) Approve Implementation of the Four-Year Equal Employment Opportunity Program/Affirmative Action Plan 2023-2027 [07:20 Minutes Mark on the Audio Recording]

EEO and Workforce Inclusion Director Susan Spencer presented the staff report and presentation.

[27:52, 30:30 and 42:00 Minutes Mark on the Audio Recording]

Chair Hernández requested more information about the 80/20 ratio. She acknowledged that the promotions are roughly in line with the 80/20 ratio.

Director Hill commented and inquired about the separation statistics.

Director Grosboll inquired about how the District's discipline and termination statistics compare to other public agencies.

Chair Hernández requested that the District's consultant investigate the discipline and termination statistics of other agencies.

President Cochran inquired about the Last Chance Agreement (LCA) program.

Director Garbarino expressed appreciation for the comprehensive report.

Director Thier inquired and commented about the high male to female ratio (page 18).

Ms. Spencer responded to the inquiries. Ms. Spencer explained that the District's employees are comprised of about 80% men and 20% women (80/20 ratio). She clarified that the minority category includes people who are multiracial. She said the District does not have discipline and termination statistics of other agencies. She explained LCA stands

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for Last Chance Agreement and provided some examples. She clarified that the District has a high male to female ratio because of the types of available jobs.

(a) Action by Committee

Staff recommended and the Committee concurred by motion made and seconded by **Directors THÉRIAULT/GIUDICE** to forward the following recommendation to the Board of Directors for its consideration:

RECOMMENDATION

The Rules, Policy and Industrial Relations Committee/Committee of the Whole recommends that the Board of Directors approve the new Equal Employment Opportunity Program/Affirmative Action Plan (EEO/AAP) for the period of July 1, 2023 through June 30, 2027 and authorize submittal of the EEO/AAP to the Federal Transportation Administration, by April 30, 2024.

Action by the Board at its meeting of April 26, 2024 – Resolution

AYES (12): Directors Garbarino, Giudice, Grosboll, Hernández, Mastin, Pahre, Rodoni, Thériault and Thier; Second Vice President Rabbitt; First Vice President Hill; President Cochran.
NOES (0): None.
ABSENT (7): Directors Conroy, Dorsey, Engardio, Moulton-Peters, Safaí, Snyder and Stefani.

Chair Hernández expressed appreciation for the presentation and stated that the Committee looks forward to receiving additional comparison data from other agencies.

(5) Annual Progress/Status Report and Update on Disadvantaged Business Enterprise (DBE) Program [44:42 Minutes Mark on the Audio Recording]

DBE and Workforce Inclusion Manager Artemisé Davenport presented the staff report, which was for informational purposes only and no action was taken.

[Director Rabbitt departed.]

[1:00:37 and 1:15:46 Hour Mark on the Audio Recording]

Chair Hernández, and Directors Hill, Thier and Garbarino expressed appreciation for the report and Ms. Davenport's work.

Director Mastin inquired about the definitions of "Personal Net Worth" (page 35), the business size of \$30.72 million (page 35) and the North American Industry Classification System (NAICS) codes (pages 34 and 35).

Director Hill commented about the upcoming movement to electrify vehicles, vessels and other aspects of business, and the growing business in the electrical industry.

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Director Thier commended District staff for their prompt payment efforts. She spoke about the difficulties of becoming and being a certified DBE and Small Business Enterprise (SBE) in the ferry industry. She also commended District staff for their DBE/SBE outreach efforts.

Ms. Davenport responded to the inquiries. She spoke about upcoming events in which she and other public agency employees would be presenting information to businesses about how to prepare for DBE opportunities.

(6) Public Comment

There was no Public Comment.

[1:20:20 Hour Mark on the Audio Recording]

Chair Hernández spoke about the core meeting topics of fairness and opportunity. She expressed appreciation for the District staff who presented to the Committee and help ensure the District is in compliance with requirements.

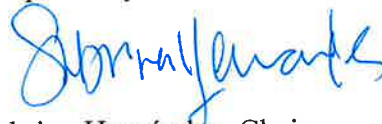
She thanked employees who received salary adjustments for their patience. She expressed appreciation to the Committee for their thoughtful discussion. She showed optimism for the Committee's direction and staff's efforts to help achieve the goal of fair employee compensation.

(7) Adjournment [1:22:36 Hour Mark on the Audio Recording]

All business having been concluded, **Directors PAHRE/MASTIN** moved and seconded that the meeting be adjourned at 12:09 p.m.

Carried

Respectfully submitted,



Sabrina Hernández, Chair
Rules, Policy and Industrial Relations Committee

SH:AMK:EIE:tnm