

Date: December 13, 2017
To: TriMet Board of Directors
From: Neil McFarlane, General Manager 
Subject: **General Manager Personnel Action Report
August 16, 2017 – November 15, 2017**

The duties of TriMet's General Manager are specified in ORS 267.140. It states the General Manager has "full charge of the administration of the business affairs of the district." Those duties include ensuring appropriate staffing levels and acknowledging promotions.

TriMet is pleased to recognize the following individual salary actions and to report on other personnel actions taken during the quarter.

I. PERSONNEL ACTIONS (Grade 15 and higher)¹

- All actions are within the current budget appropriation.
- Actions listed in alphabetical order.

a. Promotions

Kerry Ayres-Palanuk – Director, Policy & Planning. Public Affairs. Grade 20.
Previous Position: Manager, Service Planning. Public Affairs. Grade 16.
29.49% Annual Salary Increase to \$123,000; effective 10/23/2017.

Steven C. Callas – Director, Bus and Rail Service Delivery. Transportation. Grade 18.
Previous Position: Manager, Service Performance & Analysis. Operations. Grade 16.
16.88% Annual Salary Increase to \$120,000; effective 10/09/2017.

Mary L. Hill – Assistant Manager, Transportation. Transportation. Grade 15.
Previous Position: Money Room Clerk. Transportation. Grade (Union).
15.43% Annual Salary Increase to \$86,000; effective 09/05/2017.

Luanne Zoller – Manager, Facilities Management. Maintenance. Grade 16.
Previous Position: Assistant Manager, Bus and Rail Operations. Maintenance. Grade 14.
7.17% Annual Salary Increase to \$100,265; effective 08/22/2017.

b. Market Adjustment

Robert R. Romo – Manager, Rail Equipment Maintenance. Grade 16. Maintenance.
3.55% Increase. Annual Salary Increase to \$99,307; effective 10/30/2017.

c. New Hires

David C. Bollinger – Manager, Bus & Rail Transportation, Field Operations. Transportation.
Grade 16. Starting Annual Salary: \$98,020. Start Date 09/25/2017.

Robin M. Braziel – Director, Transportation. Transportation.
Grade 18. Starting Annual Salary: \$135,000. Start Date 09/25/2017.

¹ Grade 15 has a midpoint of \$93,994 and is generally considered a department manager level.

Lisa F. Colling – HR Business Partner. Labor Relations & Human Resources.
Grade 17. Starting Annual Salary: \$118,000. Start Date 10/23/2017.

Brian W. Grindle – Manager, Rail Transportation. Transportation.
Grade 16. Starting Annual Salary: \$96,000. Start Date 09/25/2017.

Todd J. Hurley – Assistant Manager, Bus & Rail Operations, Field Operations. Transportation.
Grade 15. Starting Annual Salary: \$91,500. Start Date 09/25/2017.

Clark S. Ide – Project Manager, CP Construction. Capital Projects.
Grade 15. Starting Annual Salary: \$83,000. Start Date 10/30/2017.

Kevin D. Johns – ITS Software Systems Engineer III - Rail. Information Technology.
Grade 16. Starting Annual Salary: \$94,448. Start Date 09/05/2017.

Nicholas M. Johnson – Project Manager, CP Construction. Capital Projects.
Grade 15. Starting Annual Salary: \$91,000. Start Date 08/22/2017.

Michael P. Krzeminski – Manager, Environmental Services. Safety.
Grade 15. Starting Annual Salary: \$99,760. Start Date 10/02/2017.

Marshall G. Maurer – Assistant Manager, Operations Command Center. Transportation.
Grade 15. Starting Annual Salary: \$78,134. Start Date 10/02/2017.

Corey B. McManus – Project Manager, CP Construction. Capital Projects.
Grade 15. Starting Annual Salary: \$85,000. Start Date 08/28/2017.

David A. Poirier – Network Communications Engineer. Information Technology.
Grade 18. Starting Annual Salary: \$104,000. Start Date 10/02/2017.

Brian Siegel – Manager, Scheduling. Transportation.
Grade 16. Starting Annual Salary: \$88,000. Start Date 10/10/2017.

Duane S. Smith – Network Communications Engineer. Information Technology.
Grade 18. Starting Annual Salary: \$115,000. Start Date 10/16/2017.

Sean M. White – Manager, Bus & Rail Operations (OCC). Transportation.
Grade 16. Starting Annual Salary: \$100,000. Start Date 09/25/2017.

d. Temporary Adder Pay

No actions to report.

e. Separations²

Don E. Allison – Manager, Rail Operations. Transportation.
Grade 16. Ending Annual Salary: \$101,856. Last Day: 11/10/2017. Discharged. Length of Service: 30 yrs.

Andrew D. Dompier – Systems Engineer, Senior, Server Administration. Information Technology.
Grade 16. Ending Annual Salary: \$88,730. Last Day: 10/13/2017. Resigned. Length of Service: 2 yrs.

² Does not include employees still active in the payroll system even though they are no longer actively working.

Gregory Donovan – Assistant Manager, Rail Transportation. Transportation.
Grade 15. Ending Annual Salary: \$85,487. Last Day: 10/16/2017. Retirement. Length of Service: 23 yrs.

Kevin D. Johns – ITS Software Systems Engineer III-Rail. Information Technology.
Grade 16. Ending Annual Salary: \$94,448. Last Day: 11/15/2017. Resigned. Length of Service: 0 yrs.

Douglas T. Jones – Project Manager, CP Systems. Capital Projects.
Grade 16. Ending Annual Salary: \$97,705. Last Day: 09/28/2017. Resigned. Length of Service: 6 yrs.

Donald R. McInnis – Manager, Rail Equipment Maintenance. Maintenance.
Grade 16. Ending Annual Salary: \$99,307. Last Day: 09/18/2017. Resigned. Length of Service: 25 yrs.

Robert J. Seeley – Director, Bus Maintenance. Maintenance.
Grade 19. Ending Annual Salary: \$124,057. Last Day: 09/27/2017. Retirement. Length of Service: 43 yrs.

Rebecca S. Tangen – Manager, Contracts. Finance.
Grade 16. Ending Annual Salary: \$101,564. Last Day: 09/25/2017. Discharged. Length of Service: 1 yr.

f. Other Personnel Actions

- All actions are within the current budget appropriation.
- a. Total Union Employee Salary Step Increases: 437
- b. Total Union Positions Filled: 47
 - 1) Part-time Operators: 46
 - 2) Full-time Operators: 0
 - 3) Union - Other: 1
- c. Total Non-Union Positions Filled: 31 Full-time and 1 Part-time

II. 2017 ANNUALIZED NON UNION TURNOVER SUMMARY

Please refer to the attached 2017 Non Union Turnover Summary Report for year to date information and 2016 for comparison.

All actions are conducted in accordance with ORS 267.140. Any actions anticipated to exceed the budget appropriation will be brought before the Board in a Budget Transfer Resolution.

Triflet Non-Union TURNOVER REPORT

Month	Ending Headcount for Month*	2017					Total Separations	Without Retirements		Total Separations	
		Resignations	Other Separations	Sub-Total WITHOUT Retirements	Retirements	Average Headcount		Cumulative YTD Turnover	Projected Year End Turnover	Cumulative YTD Turnover	Projected Year End Turnover
Jan	434	1	0	1	5	6	0.23%	2.76%	1.38%	16.59%	
Feb	432	3	0	3	2	5	0.92%	5.54%	2.54%	15.24%	
Mar	432	1	0	1	0	1	1.18%	4.62%	2.77%	11.09%	
Apr	434	0	0	0	2	2	1.15%	3.46%	3.23%	9.70%	
May	430	5	0	5	2	7	2.31%	5.55%	4.86%	11.66%	
Jun	431	4	0	4	4	8	3.24%	6.48%	6.71%	13.42%	
Jul	429	2	4	6	4	10	4.63%	7.94%	9.03%	15.49%	
Aug	426	0	0	0	3	3	4.64%	6.96%	9.74%	14.62%	
Sep	430	5	2	7	1	8	6.27%	8.35%	11.60%	15.47%	
Oct	439	1	0	1	2	3	8.49%	7.76%	12.28%	14.73%	
Nov				0		0					
Dec				0		0					
Total		22	6	26	25	53					

*Note: Data includes separations of all regular full-time, regular part-time for non-union

Year Over Year Comparison - Total Separations			
	2017	2016	
Jan	16.59%	29.06%	
Feb	15.24%	20.39%	
Mar	11.09%	13.56%	
Apr	9.70%	12.32%	
May	11.66%	9.81%	
Jun	13.42%	9.11%	
Jul	15.49%	12.32%	
Aug	14.62%	12.22%	
Sep	15.47%	11.49%	
Oct	14.73%	11.19%	
Nov		10.94%	
Dec		10.71%	