



EXECUTIVE DECISION DOCUMENT

GENERAL MANAGER APPROVAL: <div style="float: right; border: 1px solid black; padding: 2px;"> <small>DocuSigned by:</small> <i>Michael Jones</i> <small>47000790F2D7463...</small> </div>		GENERAL MANAGER ACTION REQ'D:		
DATE: 3/16/2023 3/17/2023		BOARD INITIATED ITEM: No		
Originator/Prepared by: Diane Iwata Dept: Benefits/Workforce Dev <div style="border: 1px solid black; padding: 2px; margin-top: 10px;"> <small>DocuSigned by:</small> <i>Diane Iwata</i> <small>B2B28E38D3F14F1...</small> </div> Signature/Date: <div style="text-align: right;">3/17/2023</div>	General Counsel <div style="border: 1px solid black; padding: 2px; margin-top: 10px;"> <small>DocuSigned by:</small> <i>Jeanne Belan</i> <small>F8FD7B3A73E74E8...</small> </div> <div style="text-align: right;">3/17/2023 []</div>	Controller/Treasurer <div style="border: 1px solid black; padding: 2px; margin-top: 10px;"> <small>DocuSigned by:</small> <i>Todd Morgan</i> <small>701F6C4C0ABE4A8...</small> </div> <div style="text-align: right;">3/17/2023 []</div>	District Secretary <div style="text-align: right;">[]</div>	BARC <div style="border: 1px solid black; padding: 2px; margin-top: 10px;"> <small>DocuSigned by:</small> <i>Pamela Herhold</i> <small>3BB24D65B8724F5...</small> </div> <div style="text-align: right;">3/17/2023 []</div>

Recruitment and Relocation Expenses for Chief Transportation Officer

PURPOSE:

To authorize the General Manager to execute a national recruitment and relocation agreement to assist the District with filling the position of Chief Transportation Officer.

DISCUSSION:

On March 11, 1993, the Board adopted Resolution 4487, which requires Board approval prior to any recruiting activity to employ a person who is not a current District employee for an annual salary of \$50,000 or more. The resolution also states that the District should confine its recruiting to the State of California, consistent with provisions of the law, and that no relocation or moving expenses would be offered to new employees without prior Board approval.

The Chief Transportation Officer is a vital senior management position that requires specialized skills derived from unique managerial/technical experience and education, which is critical for the District to operate. Specifically, the Chief of Transportation is responsible for all operations and activities related to movement and control of revenue and non-revenue railed vehicles throughout the system, the operation of stations for patron service, District-sponsored bus service, and coordination of activities with the BART Police Department.

By adopting this motion, the Board will authorize staff to use an executive search firm for this recruitment. The objective in using a search firm is to increase the candidate pool and identify highly qualified applicants. In the recruitment work plan, every effort is made to locate qualified individuals in California and the San Francisco Bay Area in particular. However, recruitment will not be confined to California.

In addition, the ability to offer relocation assistance in the event that one or more successful candidates are not from the immediate area will enhance the District's competitive posture in this search. The Board's action will allow for executing a relocation agreement within the parameters of current District practice as provided in Management Procedure 70. This procedure sets a maximum reimbursement for relocation at \$18,000 and it does not allow for reimbursement for loss on the sale of a residence.

FISCAL IMPACT:

The cost for search firm fees (\$80,000 approximately) and any subsequent relocation cost (\$18,000 approximately, if needed) will come from the existing FY23 Operating Budget for Transportation (Cost Center 0805763, Account 681300.)

This action is not anticipated to have any Fiscal Impact on unprogrammed District reserves in the current Fiscal Year.

ALTERNATIVES:

Fill the positions using in-house District recruitment resources. Recruiting for the position without use of an executive search firm and relocation assistance could result in the inability to attract adequate talent.

RECOMMENDATION:

Adopt the following motion:

MOTION:

That the General Manager or his designee is authorized to execute a national recruitment agreement with an executive search firm to assist the District with filling the position of Chief of Transportation in conformance with established District procedures governing the use of executive search services, and to identify suitable candidates both inside and outside of California. In addition, the General Manager is authorized to enter into a relocation agreement for this position, if necessary, in accordance with Management Procedure Number 70, New Employee Relocation Expense Reimbursement.

Recruitment and Relocation Expenses for Chief Transportation Officer (cont.)