


Date: June 28, 2017
To: TriMet Board of Directors
From: Neil McFarlane, General Manager 
Subject: **General Manager Personnel Action Report**
February 16, 2017 – May 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

None during this period.

b. Market Adjustment

Cynthia Kandle – Senior Representative Labor Relations. Grade 15. Labor Relations Human Resources. 1.8% Increase Annual Salary Increase to \$84,515.73; effective 2/27/2017.

c. New Hires

Gina Franzosa – Project Manager, CP Construction. Capital Projects. Grade 15. Starting Annual Salary: \$83,000. Start Date 5/1/2017

Asif Gill – Oracle Applications DBA. Information Technology. Grade 17. Starting Annual Salary: \$122,000. Start Date 4/10/2017.

Daniel Miller – Manager, Information Security. Information Technology. Grade 18. Starting Annual Salary: \$130,000. Start Date 4/3/2017.

Eric Mireiter – Accounting Manager. Finance & Administration. Grade 16. Starting Annual Salary: \$105,000. Start Date 3/13/2017.

Dave Pobuda – Engineer IV Rail Systems. Information Technology. Grade 18. Starting Annual Salary: \$107,000. Start Date 3/23/2017.

Jesse Stemmier – Project Manager, CP Construction. Capital Projects. Grade 15. Starting Annual Salary: \$83,000. Start Date 4/26/2017.

d. Adder Pay

None during this period.

¹ Grade 15 has a midpoint of \$92,151 and is generally considered a department manager level.

- e. **Separations** (Does not include employees still active in the payroll system even though they are no longer actively working.)

Stephanie Collieran – Manager, Environmental Services. Safety & Security.

Grade 15. Ending Annual Salary: \$99,762. Last Day: 5/2/2017. Resigned. Length of Service: 4 yrs.

Jay Jackson – Director, Transportation. Transportation.

Grade 18. Ending Annual Salary: \$113,946. Last Day: 3/30/2017. Retirement. Length of Service: 18 yrs.

Jeff Ozvold – ITS Software Systems Engineer III – Rail. Information Technology.

Grade 16. Ending Annual Salary: \$100,000. Last Day: 3/10/17. Resigned. Length of Service: 1 yr.

f. Other Personnel Actions

- All actions are within the current budget appropriation.

a. Total Union Employee Salary Step Increases: 448

b. Total Union Positions Filled: 67

1) Part-time Operators: 67

2) Full-time Operators: 0

3) Union - Other: 0

c. Total Non-Union Positions Filled: 11 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.

TriMet Non-Union TURNOVER REPORT

2017											
Month	Ending Headcount for Month*	Resignations	Other Separations	Sub-Total WITHOUT Retirements	Retirements	Total Separations	Average Headcount	Cumulative YTD Turnover	Projected Year End Turnover	Total Separations	
Jan	434	1	0	1	5	6	434	0.23%	2.76%	1.38%	16.59%
Feb	432	3	0	3	2	5	433	0.92%	5.54%	2.54%	15.24%
Mar	432	1	0	1	0	1	433	1.16%	4.82%	2.77%	11.09%
Apr	434	0	0	0	2	2	433	1.15%	3.46%	3.23%	9.70%
May	430	5	0	5	2	7	432	2.31%	5.55%	4.86%	11.66%
Jun				0		0					
Jul				0		0					
Aug				0		0					
Sep				0		0					
Oct				0		0					
Nov				0		0					
Dec				0		0					
Total		10	0	10	11	21					

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		9.11%
Jul		12.32%
Aug		12.22%
Sep		11.49%
Oct		11.19%
Nov		10.94%
Dec		10.71%