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**EXECUTIVE COMMITTEE MEETING MINUTES
FEBRUARY 4, 2019**

Committee Chair Long called the February 4, 2019 Executive Committee meeting to order at 11:01 am. Members present: Janet Long, Joe Barkley, Pat Gerard, and Darden Rice. Also present were: Brad Miller, CEO, and PSTA staff members.

Public Comment:

There were no public comments.

Action Items:

January 11, 2019 Meeting Minutes – Mr. Barkley made a motion, seconded by Ms. Gerard, to approve the minutes. Motion passed unanimously.

Information Items:

CEO's Evaluation – The CEO evaluation form for FY2018 was handed out at the meeting. Mr. Miller outlined the document and explained how it correlates to the company-wide Performance Scorecard. He said that Chairperson Long's assistant will email the form to the Board members who will have about a week to fill it out. Mr. Miller said the Personnel Committee will meet on February 15th to review and recommend compensation. Their recommendation will be presented at the February 27th Board meeting for approval.

February Board Agenda – The group reviewed the February Board Agenda. Discussion took place about the bus purchase, the Central Avenue Bus Rapid Transit (BRT) project, and non-member cities. Mr. Miller indicated that staff is preparing a Frequently Asked Questions (FAQ) document that will include information on possible funding sources and non-member cities. He also mentioned that following the Board meeting, there will be a BRT Open House in the lobby.

Performance Scorecard Update – Trish Collins, Director of Human Resources, reviewed the scorecard results from first quarter FY2019. The Committee had a brief discussion about the financial categories and goals.

Other Business:

No other business was discussed.

Adjournment:

The meeting was adjourned at 12:07 pm. The next Executive Committee meeting will be on March 4th at 11:00 am.