

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

Metrorail Safety Commission

Date: Tuesday, April 10, 2018
Location: COG Board Room – Third Floor
777 North Capitol Street NE
Washington, DC 20002

DRAFT MINUTES

| Agenda Item# | Action Items |
|---------------------|---|
| | Commissioners present: Debra Farrar-Dyke, Mark Rosenker, Chris Geldart (alternate), Greg Hull, Robert Bobb, Christopher Hart, Howard Roberts, Barbara Reese (alternate) |
| 1./2. | Opening remarks were provided by Kanti Srikanth of MWCOG. The Chairman called the meeting to order. Roll call was taken; a quorum was achieved. It was noted that the Commissioners’ Acknowledgement Forms had been reviewed and that all Commissioners had been duly sworn. It was further reported that a Commission Internet domain name had been created and that by the next meeting both that site and new e-mail addresses for Commission business for all Commissioners would be available. |
| 3. | Staff reports were presented. |
| 4. | Motion to approve the Minutes of the March 27, 2018, was made. <u>ACTION:</u> The Minutes were unanimously approved. |
| | Items |
| 5. | Briefing on Executive Director and Employee Benefit Package Discussion of the employment package for the Executive Director position took place. It was noted in terms of establishing benchmarks for the position there was no comparable entity to MSC among local governments or other states. Because of government funding benefits would be subject to legal scrutiny. A proposed salary of \$230,000 - \$260,000 for the Executive Director position was assumed. A discussion of performance-based perks took place, as well as the benefits offered by COG’s health care program as opposed to a PEO. No action required. |
| 6. | Staff Plan and Budget Outline |

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| | <p>Staffing size and structure of the Organization were again discussed. It was proposed that the administrative position of the Organization would be initially outsourced. An estimated yearly budget of \$4.4 million was assumed. The Commissioners asked that a more detailed breakdown of the estimated costs of the proposed positions and budget be provided.</p> <p>No action required.</p> |
| 7. | Motion to adjourn to Executive Session was unanimously approved. |
| 8. | The meeting was reopened to report the Commission took no action in Executive Session |
| 9. | Oher Business/Announcements |
| 10. | Meeting was Adjourned |