



Birmingham-Jefferson County Transit Authority
1735 Morris Avenue · Post Office Box 10212 · Birmingham, Alabama 35202-0212
Phone (205) 521-0161 · Fax (205) 252-7633 · www.bjcta.org

**Report to the Board
Human Relations Committee**

Wednesday, June 15, 2011

Opening: The meeting was called to order by Committee Chairman Ronald Lyas, at 9:03 a.m. in the Executive Briefing Room, located at Central Station, 1735 Morris Avenue, Birmingham, Alabama 35203.

Members Present: Joyce Brooks, Ronald Lyas, and Guin Robinson

Members Absent: None

Others Present: Debra Anderson-Burse, Peter Behrman, Bing Edwards, Jacquese Gary, Lee Jackson, Barbara Lawson, Chris Leffert, Julie McMillan, Makeda Smith.

Adoption of the Agenda: The revised agenda was adopted by general consent.

Items for Information and/or Discussion:

A. Evaluation of the Executive Director

Mr. Lyas explained that he had discussed the procedures of the evaluation process with legal counsel. It is the role of the Committee to make a recommendation of the evaluation to the full Board for its final approval. One question was whether staff should be present during the Committee's discussion.

Mr. Robinson moved that the committee go into an executive session for approximately fifteen minutes to discuss the good name and character of the executive director. The motion was seconded by Mrs. Brooks and agreed to by a unanimous recorded vote in the affirmative.

The members went into executive session at 9:10 a.m., and the meeting reconvened at 9:50 a.m., with all members present. There was no further discussion on this matter.

Resolutions for Consideration and/or Approval:

- A. **Resolution No. 2011-40:** In Recognition and Appreciation to Frank C. Galloway, Jr., for His Service as a Member of the Board of Directors of the Birmingham-Jefferson County Transit Authority was moved by Mr. Robinson, seconded by

Mrs. Brooks and forwarded to the full Board for its consideration.

Old Business:

Mrs. Brooks asked if the Committee was to address the contract of the executive director renewal. Mr. Robinson suggested that legal counsel get with the chair of the Board and offer advice to all members by next week's board meeting.

Mr. Robinson had three questions for staff:

1. He inquired whether or not there been any issues related to the time clock? Executive Director Peter Behrman replied that he had not received any negative comments. Director of Administration and Risk Management replied that everyone was punching in at the clock.
2. He requested a safety report be given at the next Board meeting. Mr. Behrman agreed and reported that the BJCTA safety manager has resigned.
3. He asked what arrangements have been made for the new board director. Board support replied that Attorney Bing Edwards had arranged for Judge Nyya Parson-Hudson to perform the swearing-in ceremony for Jack Darnall. Mr. Hamilton requested that legal counsel and the executive director meet with him after this meeting to discuss orientation for the new director.

New Business: None

Adjournment: The meeting was adjourned.

Minutes submitted by: Barbara Lawson, Executive Administrative Assistant

Date: _____

Approved by: _____
Ronald Lyas, Committee Chairman