APPROVED ACTION MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
FISCAL & POLICY COMMITTEE
Monday, February 14, 2022
1:30 p.m., or as soon thereafter as may be heard
1255 East Street, Suite 202, Salmon Room

(Note: The following minutes are not intended to serve as a transcript or verbatim record of the proceedings of the Shasta Regional Transportation Agency Fiscal Committee, but rather as a record of the meeting time, place, attendance, and actions taken, if any.)

Committee members Moty, Schreder, and Watkins were present.

The following SRTA staff were present: Executive Director Daniel Little, Chief Fiscal Officer Jessica Carlson, Senior Transportation Planner Keith Williams, and Administrative Associate Amy Lindsey.

1. **Call to Order/Introductions**
   Board Member Moty called the meeting to order at 1:31 p.m.

2. **Public Comment Period**
   No comments were received during the public comment period.

3. **Approve January 11, 2022, Fiscal & Policy Committee Meeting Action Minutes**
   By motion made and seconded (Schreder/Watkins), the minutes passed unanimously.

4. **Salary Survey Update**
   Executive Director Dan Little is working with Executive Strategic Advisor Diane Eidam to collect data for a salary survey. Mr. little suggested that the committee meet again in early April to review findings of the survey and make a recommendation to the board. The salary survey will be taken to the full board in April 2022.

   This item was for discussion only. No action was taken.

5. **Approval of HR Policy Revisions: Provide Recommendation**
   It is recommended that the executive director be authorized to:
   1. Hire employees at any step from the agency's compensation plan;
   2. Create new class specifications compensated at or below the senior transportation planner level; and
   3. Make minor, non-substantive updates and corrections.

   By motion made and seconded (Watkins/Schreder), the motion passed unanimously.

6. **SRTA and RABA Triennial Performance Audits: Provide Recommendation**
   Moore & Associates Director of Special Projects Kathy Chambers presented the Triennial Performance Audit for FY 2019-2021. The committee recommends that the board of directors accept the audit.

   This item was for discussion only. No action was taken.

7. There being no further business, board member Moty adjourned the meeting at 2:25 p.m.

Respectfully submitted,

Sean Tiedgen, AICP, Executive Director
ST/acl