



Executive Committee Meeting

August 18, 2020

9am via ZOOM

Agenda

1) Call to Order

2) Public Comment

Members of the public in attendance of today's meeting have an opportunity to provide public comment on today's agenda items.

3) BACTS Policy Committee Priority Setting

Staff Report

At the July Policy Committee meeting, staff outlined areas of focus for the next several months. Today the Executive Committee will discuss the priorities for staff over the next several months and provide input regarding the priorities. The following is a draft list of suggested priorities for discussion:

- BACTS Bylaws
- Transportation Improvement Program scoring criteria
- Transit Restructuring Analysis
- Priority setting for the Long Range Plan update (2023)

4) Staffing updates

Staff Report

We have hired a new Office Coordinator to replace Cindy. Paige Nadeau will be joining the team on September 24th. Paige has an MBA in business and has experience with non-profits as an auditor for Barry Dunn. Paige's work will be focused on MaineDot invoicing, payroll, website updates, IT, and electronic file system.

5) Executive Director evaluation

Staff Report

As outlined in the Executive Directors offer of employment letter of December 17, 2019, a performance review will be scheduled at the end of the first six months of employment

(July 27, 2020) and by November 30th thereafter. Executive Committee will discuss the schedule and process for the Executive Directors performance review.

6) Other Business

7) Upcoming Meetings

Policy Committee – September 15, 2020

Policy Committee- October 20, 2020