

**Organizational Synergy & Human Resources Committee  
Jan. 28, 2014 Special Telephonic Meeting**

**Draft Minutes**

Members Present: Board Chairman Don Stein  
Committee Chairman James Hayden  
Ralph Eno (present by telephone)  
Joe MacDougald

CRRA Management Present: Tom Kirk, President  
Mark Daley Chief Financial Officer  
Peter Egan, Director of Operations and Environmental Affairs  
Laurie Hunt, Director of Legal Services  
Eric Womack, Human Resources Manager  
Moira Kenney, HR Specialist/Board Administrator

Other: Miguel Escalera, Esq.

Committee Chairman Hayden called the meeting to order at 9:34 a.m.

**1. APPROVAL OF MINUTES OF THE DECEMBER 10, 2013, ORGANIZATIONAL SYNERGY & HUMAN RESOURCES COMMITTEE MEETING**

Committee Chairman Hayden requested a motion to approve the minutes of the Dec. 10, 2013, Organizational Synergy & Human Resources Committee meeting. Director MacDougald made the motion, which was seconded by Director Eno.

The motion to approve the minutes was approved by roll call.

**2. DISCUSSION – EMPLOYEE COMPENSATION REVIEW**

Mr. Kirk said management expects a preliminary report to be available to the Committee in February.

Mr. Womack said over the last two weeks management has been working on defining the job responsibilities of the CRRA employees because many of CRRA's titles do not transition over to the private sector and the quasi-sector very well. Mr. Womack said the data should be wrapped up by the end of this week.

**3. EXECUTIVE SESSION**

Committee Chairman Hayden requested a motion to enter into Executive Session to discuss personnel matters. The motion was made by Director MacDougald and seconded by Director Eno. The motion previously made and seconded was approved unanimously by roll call. Committee Chairman

Hayden requested that the following people remain for the Executive Session, in addition to the Committee members:

Tom Kirk  
Mark Daley  
Peter Egan  
Laurie Hunt  
Eric Womack  
Miguel Escalera, Esq.

The Executive Session commenced at 11:14 a.m. and concluded at 12:45 p.m.

The meeting reconvened at 12:45 p.m. and Committee Chairman Hayden noted that no votes were taken in Executive Session.

#### **4. ADJOURNMENT**

Committee Chairman Hayden requested a motion to adjourn the meeting. The motion to adjourn made by Director MacDougald and seconded by Chairman Stein was approved unanimously.

The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

Moira Kenney  
HR Specialist/Board Administrator