DATE
REVISED April 20, 2016
April 14, 2016

SUBJECT
Ad Hoc Committee Members

PURPOSE
To request approval of the Ad Hoc Committee members.

BACKGROUND/DISCUSSION/CONSIDERATION
At the December 17, 2015 Joint Boards of Directors meeting, it was suggested that an Ad Hoc Committee be established to provide insight and direction to the Boards on financial matters. Following is a summary of the proposed committees:

Mission
The mission of the committee would be to improve the public confidence and credibility in Valley Metro by providing the following:

- oversight into the development of internal and external audits
- report to the boards on audit review and findings
- develop recommendations for policy and/or procedural amendments with regard to audit findings
- review and provide recommendations to the following policies and procedures:
  - travel
  - credit card
  - procurement
  - ethics
- review the annual budget process and make recommendations to improve fiscal soundness
- act as a sounding board for staff recommendations to improve transparency and confidence.

Committee Composition
The Committee should represent well respected community and/or civic leaders committed to sound governance. The committee would be 5 - 7 individuals appointed by the two boards that can commit to meeting annually to accomplish the mission of the committee. Following the first year, the committee could meet annually to review the budget and audit findings and report back to the Boards of Directors with their observations and recommendations.
Committee Appointment
At the March 17, 2016 Valley Metro and VMR Joint Board meeting, the Boards authorized the Valley Metro RPTA and Valley Metro Rail Board chairs to select the Ad Hoc Committee members and return to the Joint Boards for final approval.

Following are the Ad Hoc Committee members recommended by Chairs McDonald and Williams, for the Boards consideration:

- Mary Peters
- Ed Pastor
- Diane McCarthy
- Jack Lundsford
- John Graham
- Roc Arnett
- Harry Mitchell

COST AND BUDGET
There are no costs associated with establishing an Ad Hoc Committee.

COMMITTEE PROCESS
Boards of Directors: April 21, 2016 for action

RECOMMENDATION
Staff recommends that the Board of Directors to approve the selection of members to the Ad Hoc Committee

CONTACT
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ATTACHMENT
None
Valley Metro invites your interest in the position of
Chief Executive Officer
Valley Metro

Who We Are

Located in Phoenix, Arizona, Valley Metro is the regional public transportation authority providing coordinated, multi-modal transit options to residents of Avondale, Buckeye, Chandler, El Mirage, Gilbert, Glendale, Goodyear, Maricopa County, Mesa, Peoria, Phoenix, Scottsdale, Surprise, Tempe, Tolleson and Wickenburg. With a core mission of advancing a network of transit services, Valley Metro plans, develops and operates the regional bus and light rail systems and alternative transportation programs for commuters, seniors and people with disabilities. Valley Metro is committed to providing safe, efficient and reliable public transportation to all 16 member agencies in Maricopa County. Valley Metro is organized by division to support a various set of customers ranging from transit riders, business stakeholders, local elected leaders and the broader community.

History

In 1993, the Valley Metro board adopted the name Valley Metro as the identity for the regional transit system in the Phoenix metropolitan area. Under the Valley Metro brand, local governments joined to fund the Valley-wide transit system that the public sees on the streets today. In 2002, Valley Metro Rail Inc., a nonprofit, public corporation is formed and charged with the design, construction and operation of the region’s 66-mile high-capacity transit system. In 2008, the first 20 miles of light rail began service. In FY16, an additional six miles of light rail opened. Currently, seven light rail/high-capacity transit extensions are in planning or design, creating a 66-mile system by 2034.

Governance

Valley Metro is governed by two Boards of Directors. The Regional Public Transportation Authority (RPTA) Board consists of 16 public agencies (15 cities and Maricopa County) that set regional policy direction for all modes of transit except light rail. The Valley Metro Rail Board consists of five cities (Phoenix, Tempe, Mesa, Glendale and Chandler) that set the policy direction for the light rail/high-capacity transit program and establishes overall policies and provides general oversight of the agency and its responsibilities.

Funding

Funding is largely provided by Proposition 400, a countywide transportation tax approved by Maricopa County voters in 1983 and extended in 2004. The half-cent sales tax funds the Regional Transportation Plan, with public transportation receiving one-third of the sales tax revenue. Proposition 400, along with federal matching funds and other funding sources, is projected to provide $6.9 billion in public transportation improvements through 2026.

Fixed-route bus, light rail and alternative transportation programs also receive funding from the Federal Transit Administration (FTA), Federal Highway Administration (through FTA), Arizona Department of Transportation, Maricopa Association of Governments, Arizona Department of Environmental Quality (Commute Solutions), and member agencies.

Services

• Local, Express/RAPID bus service
• Light rail service
• Rural route and neighborhood circulators
• Dial-a-Ride paratransit service
• Commuter vanpool service
• Online carpool matching system
• Assistance to local businesses to help them meet the Maricopa County trip reduction goals through alternative modes of transportation (bus, light rail, carpool, vanpool, bike, telework)

Valley Metro also provides capital planning, construction and business support as well as regional services including customer service, website and transit marketing.
Mission

Valley Metro provides our customers with a safe, efficient and reliable total transit network.

Vision

Valley Metro is a leader in connecting communities and building a vibrant, sustainable region.

Strategic Plan & Goals

Valley Metro’s 2016-2020 Strategic Plan identifies five high-level goals to provide management guidance for the agency through 2020. The goals are customer focused, quantifiable and follow best business practices.

1. INCREASE CUSTOMER FOCUS

Valley Metro serves nearly 250,000 passengers each weekday, with varying abilities, backgrounds and reasons for using public transportation. Greater focus and resources should be placed on ways to improve and secure their service level and experience on board the system. A high-level of customer service is also necessary during the construction of future projects. A more diligent focus will help increase customer satisfaction and have a positive impact on overall ridership and agency credibility.

♦ The CEO collaborates with stakeholders and leads organizational efforts to: improve customer satisfaction; evaluate and enhance passenger safety and security; enhance customer service to member cities; continue to provide high-level and timely assistance to communities and businesses in construction areas; enhance services and facilities for seniors and people with disabilities.

2. ADVANCE PERFORMANCE BASED OPERATIONS

Valley Metro’s goal to develop a performance-based public transportation system is consistent with federal and state requirements. The current federal transportation act (FAST Act) furthers several important goals, including safety, state of good repair, performance, sustainability and program efficiency.

In addition, Arizona legislation supporting the Proposition 400 transportation sales tax emphasizes the importance of performance and in a 2010 State audit (conducted every five years) performance was cited as an area needing improvement. By focusing on transit system performance, Valley Metro can assure tax payers that they are making an effective and efficient investment.

♦ The CEO promotes collaboration and consensus building to: operate an effective, reliable, high performing transit system; enhance Valley Metro’s role in sustainability and the environment; deliver projects and services on-time/on-budget; maintain a culture to recruit and retain a qualified and diverse workforce; maintain strong fiscal controls to support Valley Metro’s long-term sustainability.

SYSTEM FACTS

♦ Operate 365 days a year
♦ 62 local bus routes
♦ 21 Express/RAPID bus routes
♦ 18 circulator routes
♦ 26 miles of light rail
♦ 432 vanpools
♦ 37 million revenue miles operated
♦ 72 million passenger boardings
♦ 91% of the fleet is alternatively fueled
3. GROW TRANSIT RIDERSHIP

Valley Metro will continue to capitalize on the growing potential for ridership by expanding transit services and improving service connectivity. In addition, Valley Metro will pursue ways to reach new markets and expand others, such as commuters and students, to increase the region's transit ridership base. Communicating with potential riders, employers and the business community will also be important to increase ridership.

- The CEO collaborates and effectively partners with stakeholders—some of which may have competing priorities—to: expand and improve transit services to reach new markets; improve connectivity of transit services for greater effectiveness; communicate availability, attractiveness and safety of transit service; partner with the business community to provide transit services to support their economic growth and attract new businesses.

4. FOCUS ON ECONOMIC DEVELOPMENT, REGIONAL COMPETITIVENESS AND FINANCIAL RESOURCES

Valley Metro will provide safe and efficient public transportation options that will connect local communities with jobs and major activity centers. Valley Metro will work closely with the Maricopa Association of Governments (MAG) to develop a next generation long range regional transit plan and help member cities to identify their local transit needs.

- The CEO collaborates with MAG and other stakeholders to: secure dedicated, sustainable long-term funding to advance the total transit network; pursue all available funding opportunities for transit projects and services; seek opportunities to increase revenue generation; seek opportunities to attract capital investment to advance transit projects through public/private partnerships; work with the local communities to leverage transit oriented development (TOD) to increase investment in transit.

5. ADVANCE THE VALUE OF TRANSIT

In collaboration with member agencies, Valley Metro is initiating efforts to communicate and raise awareness of the benefits of public transportation through education, surveys and foster of relationships that can help spread the message about the key role public transit plays in growing communities.

- The CEO leads efforts to: develop and implement a communications plan to inform and educate the public on the value of transit; collaborate with member agencies to advance the value of transit; maintain sound relationships with federal, state and regional agencies.

HAVE A POSITIVE IMPACT ON THE COMMUNITY!

With public transportation investments, the region benefits from having an increased quality of life and economic competitiveness that maintains and attracts people and commerce to the region.

It means:

- Getting people to work, school and critical appointments as well as special events and regional destinations;
- Attracting public and private-sector development and businesses to the area, creating a vibrant, diverse local economy and a high-wage, highly-skilled job market.
The Ideal Candidate will:

- Demonstrate the ability to build a responsive and transparent organization that facilitates positive working relationships with member agencies and key stakeholders.
- Be a regional voice for public transportation, advocating for and helping to advance the aspirational goals of member agencies; ability to serve as liaison to local and federal government agencies and business stakeholders.
- Demonstrate the ability to develop effective, member agency-aligned work plans, goals and objectives that develop an integrated set of public transportation solutions that are customer focused and reflective of new, innovative solutions.
- Be collaborative with the ability to build consensus related to regional transportation planning and development efforts.
- Demonstrated ability to effectively oversee agency capital and operating budgets in support of regional goals and fiscal responsibility.
- Be apolitical with the capacity to understand and respect political differences without political alignment.
- Have a strong commitment to exceptional customer service and clear evidence of success in delivering on that commitment.
- Understand and have demonstrated the ability to hire, train, lead and retain a team of professionals focused on customer service and accountability.
- Demonstrate the ability to conduct strategic planning to ensure efficiency, while also meeting growth objectives.
- Be able to establish and build successful working relationships, while embracing the unique set up of Valley Metro’s transportation network and administration.
- Champion and support alternative transportation programs for riders of all ages, backgrounds and abilities.
- Be adept at anticipating and managing areas of potential disagreement and high profile competing interests in order to avoid and/or minimize conflict and losses to efficiency or effectiveness.
- Demonstrate the ability to deliver information to ensure the Board and member agency staff in a timely, accurate and proactive fashion. Communication should be clear concise and transparent.
- Be cost conscious and mindful of dynamics affecting local jurisdictions.
- Have excellent interpersonal skills and be inclusive, accessible, and approachable.
- Be familiar with the transportation industry and with industry regulatory agencies.
- Demonstrate a keen ability to listen to, understand, and respond to the diverse needs of employees, stakeholders and partners.
- Be a visionary leader who inspires the workforce to develop and implement innovative ideas and programs and supports them through the change process.
- Possess a high degree of personal and professional integrity, ethics, transparency and resiliency with sufficient strength of character to remain professional and effective in all circumstances.
- Demonstrate excellent written and verbal communication skills.
- Be able to effectively communicate with small and large groups representing various interests on issues of importance to Valley Metro.
- Have the ability to focus on the vision and communicate that vision to stakeholders.
- Maintains knowledge and understanding of industry trends in order to advance vision and course.
Desired Qualifications

The ideal candidate will possess a Bachelor’s Degree in Public or Business Administration, or related field, and ten or more years of executive level management experience in the public or private sector for an organization with similar complexity as Valley Metro; or an equivalent combination of education and experience sufficient to successfully perform the duties associated with this position.

A Master’s Degree in Public Administration or Business is preferred. Prior executive management transit experience desired.

Compensation & Benefits

Valley Metro offers a highly competitive salary and benefits package commensurate with the successful candidate’s qualifications and experience. Please click here (link to benefits overview) for a complete overview of our benefits package. Assistance with moving and relocation expenses may be available.

To Apply

Interested applicants are required to submit an online application with a resume and cover letter.

Click here to apply (link to online application)

Submitted information should describe your experience as it relates to the responsibilities indicated in this description. A thorough background investigation and reference check will be completed for final candidates. The information submitted may be subject to public disclosure as required by law. Valley Metro is an Equal Opportunity Employer.

This recruitment deadline is (insert date) with a first review of applications scheduled for (insert date).

For additional information about this outstanding career opportunity, please contact:

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Providing Public Transportation Alternatives for the Greater Phoenix Metro Area

In collaboration and partnership with the following public agencies: