

Minutes of the

MEETING OF THE MANAGEMENT COMMITTEE

Wednesday, May, 11, 2016

Committee Members Present: Chair; Steven Chávez, Vice Chair; Richard Kramer, Deb Barber, Sandy Rummel, Katie Rodriguez, Harry Melander

Committee Members Absent: Gary Cunningham

CALL TO ORDER

A quorum being present, Committee Chair Steven Chávez called the meeting of the Council's Management Committee to order at 2.34 p.m. on Wednesday, May 11, 2016.

APPROVAL OF AGENDA AND MINUTES

It was moved by Rodriguez, and seconded by Rummel to approve the agenda. **Motion Carried**

It was moved by Rummel and seconded by Rodriguez to approve the minutes of the April 13, 2016 special meeting of the Management Committee. **Motion Carried**

BUSINESS

2016-93 Authorization to Enter into a Labor Agreement with the Amalgamated Transit Union (ATU), Local 1005

It was moved by Melander, and seconded by Rummel to Enter into a Labor Agreement with the Amalgamated Transit Union (ATU), Local 1005. The business item was presented by Marcy Cordes, Chief Labor Relations Officer.

Motion Carried

2016-96 Authorization to renew Railroad Liability Insurance for Northstar Operations

It was moved by Rummel and seconded by Barber that the Metropolitan Council authorize the renewal of its railroad liability insurance, effective 6/1/16-6/1/17, for the Northstar Commuter Rail Operations in an amount not to exceed \$1,485,000. Phil Walljasper, Director - Risk Management and Claims, presented the business item.

Motion carried.

2016-97 Authorization to renew Council Property Insurance

It was moved by Rummel, and seconded by Kramer, that the Metropolitan Council authorize the renewal of its property insurance with FM Global, effective 6/1/16-6/1/17, in an amount not to exceed \$1,485,000. Phil Walljasper, Director - Risk Management and Claims, presented the business item.

Motion carried.

2016-95 Approval of the Electronic Signature Policy for the Metropolitan Council

It was moved by Rodriguez, and seconded by Kramer, that the Metropolitan Council approve the proposed Electronic Signature Policy. Carah Koch, Director – Enterprise Content Management and Johnathan Waddle, Business Systems Analyst II AF presented the business item.

Motion carried.

INFORMATION

Enterprise Content Management Strategy Plan

Carah Koch, Director Enterprise Content Management, presented the information item. Carah went over Enterprise Content Management's efforts with scanning

paper documents. She discussed the benefits of electronic storage regarding the physical vs. electronic space required. She addressed questions about security, increasing full time equivalence by 30%, and record retention schedule.

Thrive Lens

Lesley Kandaras and Dan Markel presented the information item. Presentation was reviewed. Lesley and Dan asked the committee members if they, The Management Committee, would serve as a test pilot over the summer to apply the Thrive Lens to business items and information items presented to the committee. Discussion ensued regarding; will every item be put to the lens and is there a dashboard for measurement. The effort of the pilot program is to have each item reviewed. Since this is a pilot program the dashboard has yet to be built.

Urban Scholars

Wanda Kirkpatrick, Luis Morales and Yolanda Burckhardt presented the item. They went over the presentation and introduced former and current participants.

Quarterly Procurement Report

Micky Gutzmann presented the information item. She had a presentation with more dynamic information. She reviewed the “master contract” process; what they are and how/why we use them. Going forward Council Members would like to see the Master contracts go before council.

ADJOURNMENT

Business completed, the meeting adjourned at 4:33 p.m.

Lori Connery
Recording Secretary