

Memorandum



CITY OF DALLAS

DATE June 5, 2017

TO The Honorable Members of the Transportation and Trinity River Project Committee:
Lee M. Kleinman (Chair), Deputy Mayor Pro Tem Erik Wilson (Vice-Chair), Sandy Greyson,
Mayor Pro Tem Monica R. Alonzo, Adam Medrano, and Casey Thomas II

SUBJECT **Dallas Area Rapid Transit Board Selection Interviews**

At your Monday, June 12, 2017 meeting, you will be interviewing the following 14 nominees. Interviews have been arranged in four groups as noted below. However, nominees will be interviewed one at a time.

Group 1 (1:00 p.m.)	Group 2 (1:25 p.m.)	Group 3 (1:50 p.m.)	Group 4 (2:20 p.m.)
Jerry Lee Christian	Ray Jackson	Jon-Bertrell Killen	James E. Rodriguez
Catherine Cuellar	Vonciel Jones Hill	Michele Wong Krause	Dominique P. Torres
Pamela Dunlop Gates	Patrick Kennedy	Sonja J. McGill	Freddy Vaca
		Amanda Moreno	William M. Velasco

The interview process was discussed with Chair Kleinman and is detailed on the attached. Once interviews are concluded, you will need to determine the following in order to submit your recommendations to the City Council following the meeting:

- Select 1 nominee for appointment to fill the unexpired 2016-2018 partial term (Begin June 21, 2017 and expire June 30, 2018).
- Select 6 nominees for appointment to the 2017-2019 full term (Begin July 1, 2017 and end June 30, 2019).
 - From these 6, identify who will be the shared member with the City of Cockrell Hill and represent the transportation disadvantaged.

Information on these nominees will be delivered to your offices on Monday, June 5, 2017. Formal appointments by the City Council are scheduled for Wednesday, June 21, 2017.

My office will facilitate the voting process. Let me know if you have any questions.

Rosa A. Rios
City Secretary

Attachment

- c: Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Kimberly Bizar Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
Raquel Favela, Chief of Economic Development & Neighborhood Services
Jo M. (Jody) Puckett, P.E., Assistant City Manager (Interim)
Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Nadia Chandler Hardy, Chief of Community Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors

Trinity & Transportation River Project Committee (TTRPC)
June 12, 2017
DART Board Nominee Interview Process
(Proposed)

- Nominees have been instructed to arrive at the City Secretary’s Office prior to their assigned interview time.
 - Each group will be escorted to the Green Room five minutes prior to the group’s start time.
 - Although grouped, nominees will still be interviewed one at a time.

Group No. & Scheduled Start Time	Group 1 (1:00 p.m.)	Group 2 (1:25 p.m.)	Group 3 (1:50 p.m.)	Group 4 (2:20 p.m.)
Group Members	1. Jerry Lee Christian	1. Ray Jackson	1. Jon-Bertrell Killen	1. James E. Rodriguez
	2. Catherine Cuellar	2. Vonciel Jones Hill	2. Michele Wong Krause	2. Dominique P. Torres
	3. Pamela Dunlop Gates	3. Patrick Kennedy	3. Sonja J. McGill	3. Freddy Vaca
			4. Amanda Moreno	4. William M. Velasco

- At the time the DART Board Interview item is presented, by groups, the nominees will be invited to sit at the staff table and provide a brief introduction, after which
 - First interviewee of Group 1 will remain at the staff table.
 - Remaining nominees will be escorted to the “Green Room” by CSO staff.
 - Following each interview, nominees will be given the option of:
 - Staying for the remainder of the meeting (item) and seated in the public gallery; or
 - Departing.
 - Interviews continue for each member of a group.
 - Process repeats for Groups 2 through 4.

COMMITTEE ACTION(S) FOLLOWING INTERVIEWS

Step 1

- Deliberate the merits of each nominee.
- Ballots containing the names of all nominees (barring any last-minute cancellations) will be distributed to each Committee member who will select 7 nominees.
 - At this point, term assignment does not apply.
 - The meeting continues with deliberation of other agenda items as ballot results are being computed and additional ballots are being prepared.
 - Results are provided to Chair Kleinman to announce the results and additional balloting, if applicable.
 - To be considered as a finalist (top 7), a nominee must receive a majority vote of the Committee.
 - Balloting will continue until at least 7 nominees have been selected by a majority ballot vote of the Committee.
 - In the event of a tie, additional ballot vote will be required.

Note: Ballots may need to be customized depending on the results.

Step 2

- With Top 7 nominees selected, balloting continues to select:
 - Nominee to be recommended for (Position 01) for the 2016-2018 partial term (begins June 21, 2017 and ends June 30, 2018)
 - Ballots containing the names of the Top 7 nominees will be distributed to each Committee member who will select 1 nominee for recommended appointment to the 2016-2018 partial term.
 - Remaining 6 nominees are automatically recommended for appointment to the 2017-2019 full term (begin July 1, 2017 and end June 30, 2019).
 - Place assignments are not applicable for these nominees; the City Secretary's Office assigns place numbers following formal appointment by the City Council (scheduled for June 21).
 - Results are provided to Chair Kleinman to announce the results.

Step 3

- Ballots containing the names of the 6 nominees for the 2017-2019 full term will be distributed to select 1 nominee to:
 - Represent the Transportation Disadvantaged and be the shared member with the City of Cockrell Hill.
 - Results are provided to Chair Kleinman to announce the results and additional balloting, if applicable.
 - In the event of a tie vote among the nominees, the City Council will be given the option to select among those nominees.

Step 4

- Recap of results.
 - No further action from the Committee required.
 - City Secretary's Office will notify the City Council of the resulting recommendations.
 - City Council's formal appointment scheduled for June 21, 2017
 - The recommended finalists are not guaranteed appointment as the City Council can consider other nominees, but only if interviewed by the Committee.