



RESOLUTION RATING THE PERFORMANCE OF THE EXECUTIVE DIRECTOR FOR 2015 AND ADOPTING THE EXECUTIVE DIRECTOR'S PERFORMANCE OBJECTIVES FOR 2016

WHEREAS, The Transportation Authority's Administrative Code establishes that the Personnel Committee (Committee) shall conduct an employee performance evaluation of the Executive Director by December 31 of each year for the Executive Director's work performance for the current year; and

WHEREAS, Board-adopted procedures require that the record of accomplishments be tracked against Board-established objectives for the Executive Director for the annual period being evaluated; and

WHEREAS, The Committee shall evaluate the Executive Director's performance annually based on mutually agreed upon objectives; and

WHEREAS, On December 4, 2015, the Committee conducted the performance evaluation according to the adopted format and procedures; and

WHEREAS, The Board-adopted evaluation worksheet allows for ratings of Outstanding, Exceptionally Good, Very Good, Satisfactory and Needs Improvement; and

WHEREAS, The Personnel Committee considered the key accomplishments and issues relative to the Executive Director's performance during 2015 and recommended a rating of Exceptionally Good, reflecting its perception of the performance of the Executive Director against Board-established objectives for 2015; and

WHEREAS, The proposed Executive Director objectives for 2016, contained in Attachment 1, are consistent with the annual work program adopted by the Transportation Authority Board on June 23, 2015 through Resolution 15-60 as part of the budget; and



WHEREAS, On December 4, 2015, the Personnel Committee reviewed and unanimously recommended approval of the Executive Director objectives for 2016; now, therefore, be it

RESOLVED, That the Transportation Authority hereby rates the performance of the Executive Director during 2015 as Exceptionally Good; and be it further

RESOLVED, That the Transportation Authority hereby adopts the attached objectives for the Executive Director for 2016.

Attachment:

1. Executive Director Objectives 2016



The foregoing Resolution was approved and adopted by the San Francisco County Transportation Authority at a regularly scheduled meeting thereof, this 15th day of December, 2015, by the following votes:

Ayes: Commissioners Avalos, Breed, Campos, Cohen, Farrell, Kim, Mar, Peskin, Tang, Wiener and Yee (11)

Nays: (0)

Absent: (0)

Scott Wiener 12/17/15
Scott Wiener Date
Chair

ATTEST: Tilly Chang 12/23/15
Tilly Chang Date
Executive Director



Proposed Objectives for 2016 for Tilly Chang, Executive Director

The purpose of this section is to establish tangible parameters against which the Board may be able to assess the Executive Director's performance during 2016.

I. Advance Key Work Program Activities

Planning Activities

1. Coordinate input into the 2017 Plan Bay Area update, advocating for San Francisco's interest in areas such as changes to regional fund program guidelines, securing discretionary funding for priority projects, new revenue advocacy and other policy and planning initiatives
2. Complete consultant procurement for Long Range Transportation Planning Program (LRTPP); conduct outreach for Vision; prepare San Francisco Transportation Plan (SFTP) background papers on San Francisco travel trends and characteristics, and new revenue measures, as well as policy papers on technology enabled transportation (e.g. shared mobility)
3. Certify Geary Corridor Bus Rapid Transit (BRT) Environmental Impact Report/Statement (EIR/EIS)
4. Adopt Treasure Island Mobility Planning / Policy Study and advance Treasure Island Mobility Management (TIMM) Program First 5 Years Phasing Plan
5. Advance Freeway Corridor Management Study planning study, generate alternative managed-lane scenarios and identify preliminary preferred option(s)
6. Advance Vision Zero ramps planning and design (pending securing funding)
7. Conduct and evaluate proposed Bay Area Rapid Transit (BART) Smart Travel Rewards Pilot
8. Establish a Data Vision; update and expand Data Portal to provide easy access to key SF transportation statistics and information on existing and future travel patterns
9. Enhance SF-CHAMP and conduct modeling for Transportation Authority and external partners

Fund Programming and Administrative Activities

1. Administer Prop K sales tax (including Neighborhood Transportation Improvement Program (NTIP)) and other fund programs
2. Develop full funding plan for Caltrain Electrification with regional partners (revised memorandum of understanding with associated agreement on enhanced oversight)
3. Strengthen funding plan for the TIMM Program delivery and First 5 Years of operation; seek to secure multi-year funding agreements
4. Conduct call for projects for One Bay Area Grant Cycle 2 funds
5. Revise Prop K Strategic Plan financial model (e.g. upgrade financing module) to better support debt management
6. Continue to closely manage and pay down debt program (Revolver Loan)
7. Secure continued clean audit(s)
8. Advance efforts to secure new revenues for transportation, targeting the 2016 ballot

Attachment 1

Capital Project Delivery and Oversight Activities

1. Oversee Presidio Parkway through project completion and closeout
2. Complete I-80/Yerba Buena Island (YBI) Ramps Improvement project
3. Prepare YBI West-Side Bridges Retrofit Project for bid
4. Oversee construction of Transbay Transit Center and support development of consensus on Caltrain Downtown Extension delivery strategy and funding plan
5. Support San Francisco Municipal Transportation Agency (SFMTA) in delivering near-term Geary Corridor improvements, oversee design of BRT project
6. Support Van Ness BRT construction
7. Advance I-280 Interchange modifications at Balboa Park project including preparation of draft traffic analysis and draft environmental studies

II. Board Support, Project Reporting and Consultation

1. Check in regularly with Chair and Board members to seek guidance and input
2. Help staff regional roles Metropolitan Transportation Commission (MTC), Association of Bay Area Governments (ABAG), Bay Area Air Quality Management District, BART, Transbay Joint Powers Authority, Caltrain and other bodies as needed
3. Staff ongoing Vision Zero Committee meetings
4. Serve (Executive Director) on ABAG's Regional Planning Committee
5. Complete proposed Strategic Analysis Report on Improved Access to West Side Transit Hubs
6. Complete the School Transportation Survey (SFTP deliverable)
7. Support identification of NTIP priorities for Districts 4 and 8; Complete Lombard Crooked Street and significantly advance Alemany, District 2 and 9 NTIP planning projects respectively

III. Promote Efficiency and Customer Service

1. Enhance Prop K Portal to increase functionality for sponsors and staff
2. Continue to work with sponsors to further streamline grant allocation and administration
3. Improve MyStreetSF.com (including new back-end software, more user friendly look and features)
4. Develop refined grants management dashboards and project management reports through further integration of the enterprise resource planning tool (accounting software) and the Portal to increase staff efficiency and effectiveness

IV. Collaborate and Coordinate with Partner Agencies

1. Continue to partner and coordinate on revenue, legislative and policy advocacy including potential 2016 revenue measures
2. Advocate for and support Caltrain/High-Speed Rail (HSR) compatibility
3. Advocate for efficient and performance-based state fund program guidelines
4. Collaborate with city and regional agencies on the LRTTP (including the SFTP updates) and input to Plan Bay Area 2017
5. Continue to support and guide the Bay Area Core Capacity Transit Study
6. Continue to provide technical assistance on Transportation Sustainability Program, Better Market Street, Railyard/Boulevard Study and 19th Avenue / M-Line Transit Corridor Project, and Late Night Transportation Study Phase II
7. Establish a 2016 interagency Travel Demand Management work plan

Attachment 1

V. Provide Leadership at Regional/State Levels

1. Actively participate in regional policy discussions at MTC and ABAG to shape the 2017 Plan Bay Area Update, working effectively on cross-county initiatives, build alliances between Big 3 cities and collaborate on transit investment, affordable housing and displacement issues
2. Provide technical support to Caltrans Road User Charge pilot effort and subsequent efforts that may allow local pilots
3. Coordinate legislation and legislative advocacy with Self-Help Counties Coalition, MTC; Congestion Management Agencies
4. Seek authority for alternative project delivery, e.g. CM/GC for YBI West-Side Bridges Retrofit Project
5. Track and help shape implementation of statewide and regional managed lanes policies
6. Track and help shape statewide and regional policies, pilots, and deployments in emerging sectors: connected and autonomous vehicles; shared mobility; uses of real-time travel information; and payments technology
7. Advise on NRDC/UCB shared mobility study and use findings to inform SFTP and other local and state policy efforts

VI. Build Awareness of Transportation Authority Programs and Opportunities

1. Complete agency-wide communications plan and branding strategy
2. Update website and agency collateral/design templates
3. Pursue opportunities to promote agency work through op-eds, events, website, press outreach; continue newsletter readership growth; expand social media audience
4. Coordinate with SFMTA and Mayor's Office of Economic and Workforce Development on outreach and support to businesses/residences impacted by construction, along major corridors that will be undergoing construction (e.g. Van Ness, Geary, Lombard, 19th Ave)
5. Continue to regularly meet with and strengthen relationships with civic groups, media, community-based organizations, neighborhood groups
6. Continue Disadvantaged Business Enterprise (DBE) outreach efforts and workforce supportive programs (CityBuild)

VII. Agency/Staff Development

1. Continue filling new positions as funds become available
2. Continue to coach and mentor staff
3. Complete organizational study and assessment to develop a roadmap for the future role as an operational tolling entity
4. Continue to develop staff capacity to oversee / manage projects and pilots in the following emerging sectors: transportation demand management and new technology pilots (real-time traveler or operator information; connected vehicles and mobility payments technology)
5. Establish and implement guiding project management tools and procedures based on trainings; seek to coordinate these with SFMTA
6. Continue updating policies and procedures, including further integration with the enterprise resource planning tool (accounting software)