

**RICHMOND METROPOLITAN TRANSPORTATION AUTHORITY
MINUTES OF THE COMPENSATION AND BENEFITS COMMITTEE
HELD OCTOBER 9, 2018**

A meeting of the Compensation and Benefits Committee of the Board of Directors of the Richmond Metropolitan Transportation Authority was held on the 9th day of October 2018, at the RMTA Main Office, 901 East Byrd Street, Suite 1120, Richmond, Virginia, pursuant to due notice.

The following Committee members were present: Ms. Marilyn West, Mr. Donald Williams, Mr. Harvey Hinson, and Mr. Lane Ramsey. Also present were Ms. Joi Dean, Ms. Sheryl Johnson, and Ms. Leslie Mehta of the Authority.

Ms. West served as Chair and called the meeting to order at 11:08 a.m. The minutes were approved. Ms. Johnson shared a report on the status of the Compensation Study. The consultant, PaypointHR, provided Ms. Johnson and Ms. Dean with a report that discussed the employee focus group responses. Ms. Johnson noted that more than half of RMTA employees responded to the job description survey sent by PaypointHR and nearly every focus group included employee participants from each RMTA department. Although not always accurate, focus group responses provided RMTA executive staff with employee perceptions and suggestions. Executive staff will review the focus group responses and decide how to proceed in response.

Ms. Johnson explained that PaypointHR's report is preliminary and that the November committee meeting will include additional information on compensation. After the compensation phase, PaypointHR will provide findings and present to this committee their recommendations. From there, the committee will determine how it plans to recommend how to integrate the recommendations into the RMTA business model.

The meeting was adjourned at 11:42 a.m.