

**SUMMARY STATEMENT**

**ITEM NO.:** DRPA-16-097

**SUBJECT:** Appointment of Chief Operating Officer

**COMMITTEE:**

Labor

**COMMITTEE MEETING DATE:**

September 13, 2016

**BOARD ACTION DATE:**

September 21, 2016

**PROPOSAL:** The Labor Committee recommends that the Board appoints Robert P. Hicks to the position of Chief Operating Officer at an annual salary of \$173,353.13, effective the expiration of the NJ Governor's Veto Period following the September 21, 2016 Board meeting. This position shall report directly to the Chief Executive Officer.

**BACKGROUND:** At the direction of the Labor Committee, staff advertised the Chief Operating Officer vacancy internally and externally from April 27, 2015 through May 8, 2015.

In addition to advertising the position on DRPA's website, the posting also was posted on multiple online job boards, including PA Career Link, Monster, WTS International and Simply Hired. Applicants submitted online applications for review and consideration.

We received 73 applications. After carefully reviewing the qualifications of all applicants, we determined that we would invite five (5) candidates for an interview. Interviews took place on June 14, 2016 and June 24, 2016.

After carefully reviewing the background, experience and interviews, the Labor Committee recommends that Robert P. Hicks be appointed to the position of Chief Operating Officer.

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|-----------------|--------------------------------|------------------|
| <b>SUMMARY:</b> | <b>Amount:</b>                 | \$173,353.13     |
|                 | <b>Source of Funds:</b>        | Operating Budget |
|                 | <b>Capital Project #:</b>      | N/A              |
|                 | <b>Operating Budget:</b>       |                  |
|                 | <b>Master Plan Status:</b>     | N/A              |
|                 | <b>Other Fund Sources:</b>     | N/A              |
|                 | <b>Duration of Contract:</b>   | N/A              |
|                 | <b>Other Parties Involved:</b> | Robert P. Hicks  |

**RESOLUTION**

**RESOLVED:** That the Board authorizes the appointment of Robert P. Hicks to Chief Operating Officer, a position that reports directly to the Chief Executive Officer, at an annual salary of \$173,353.13, effective the expiration of the NJ Governor's Veto Period following the September 21, 2016 Board meeting; and be it further

**RESOLVED:** That the Chair, Vice Chair and the Chief Executive Officer must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of the DRPA. If such agreements, contracts, or other documents have been approved by the Chair, Vice Chair and Chief Executive Officer and if thereafter either the Chair or Vice Chair is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of DRPA along with the Chief Executive Officer. If both the Chair and Vice Chair are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the Chief Executive Officer shall execute such documents on behalf of DRPA.

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|-----------------|--------------------------------|-------------------------|
| <b>SUMMARY:</b> | <b>Amount:</b>                 | <b>\$173,353.13</b>     |
|                 | <b>Source of Funds:</b>        | <b>Operating Budget</b> |
|                 | <b>Capital Project #:</b>      | <b>N/A</b>              |
|                 | <b>Operating Budget:</b>       |                         |
|                 | <b>Master Plan Status:</b>     | <b>N/A</b>              |
|                 | <b>Other Fund Sources:</b>     | <b>N/A</b>              |
|                 | <b>Duration of Contract:</b>   | <b>N/A</b>              |
|                 | <b>Other Parties Involved:</b> | <b>Robert P. Hicks</b>  |