

MEMORANDUM

DATE: August 1, 2021
TO: CRCOG Executive Committee
FROM: Jon Colman, Chair, Ad-Hoc Executive Director Search Committee
SUBJECT: Transition of CRCOG Executive Director

As we look towards transitioning to a new Executive Director, during the transition period we have two specific actions for the Executive Committee to consider.

First, while Pauline Yoder serves as Interim Executive Director, we believe that Dr. Wray could be helpful in a consultative role in a number of areas. Specifically:

- Continuing advocacy for the Hartford – Springfield - Boston Rail Connection.
- Attendance and participation in the Advisory Commission on Intergovernmental Relations (ACIR) meetings and sub-committee meetings.
- Coordinating and furthering the partnership with UCONN's Department of Public Policy on a number of projects.
- Transitioning new Executive Director into her or his role through introductory meetings with key stakeholders, board members, and so on.
- Other issues as requested by CRCOG board members or the Acting Executive Director.

We anticipate the amount of time that Dr. Wray would spend on these activities would be approximately 10 hours per week. We would propose that CRCOG enter into an MOU with Dr. Wray for 10 hours per week from September 1 to December 31 (for a total of 18 weeks, or 180 hours) at a rate of \$100 per hour. Additionally, Dr. Wray would bill CRCOG for time that exceeds 180 hours (or 10 hours per week if the agreement is terminated early).

Second, as approved by the Policy Board in May, Pauline Yoder will serve as Interim Executive Director during the transition period. We propose increasing her monthly salary by \$2800 per month during the time she serves as Interim Executive Director.