



Northeastern Illinois PUBLIC TRANSIT Task Force

September 19, 2013

Don Orseno
METRA
547 W. Jackson Blvd.
Chicago, IL 60661
dorseno@metrarr.com

Dear Mr. Orseno:

In accordance with Executive Order 13-06, issued by Governor Quinn on August 15, 2013, we are the co-chairs of the Northeastern Illinois Public Transit Task Force.

It is our objective to provide meaningful recommendations to strengthen and revitalize the northeastern Illinois public transit system. As we work toward this goal, we are planning a public hearing on September 25, 2013. We would like to extend a formal invitation to you, requesting that you provide public testimony at the hearing scheduled for:

September 25, 2013
4:00pm to 7:00pm
James R. Thompson Center
Assembly Hall
100 W. Randolph 60601

We request that your testimony address the following questions:

1. How do you see the performance of the northeastern Illinois transit system in the following areas:
 - a. Serving your current riders?
 - b. Serving the overall region and the broader economy?
 - c. Operating efficiently?
2. What do you believe are the most important criteria for evaluating performance, and how would you rate the system in comparison to industry standards for excellent performance?
3. What do you believe defines a world class transit system in northeastern Illinois and what actions do you believe are necessary to achieve it?

We plan to use this information to help make recommendations that will enhance this vital public service that millions of Illinoisans use each day. We have also attached a list of information related to the ethics issue that we are requesting from you to assist us in our work. We would appreciate

CO CHAIRS

Ann L. Schneider
George Ranney Jr.

APPOINTEES

Carole L. Brown
Patrick Fitzgerald
Robert W. Guy
Adrienne M. Holloway
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Task Force established via
Executive Order 13-06

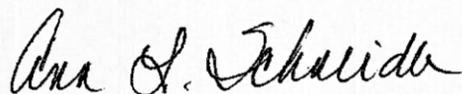


written answers to questions 2, 3, 9, 10, 11, 12 and 13 prior to the hearing on Wednesday and written answers to the balance of the questions on or before October 1.

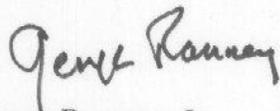
Our work here is critical, as Illinois strives to improve and strengthen connections among all transportation modes – including transit – to provide Illinois and the nation with a seamless transportation system that is accessible, safe, respects the environment, advances quality of life and empowers our economy.

Thank you for your commitment to the northeastern Illinois transit system.

Sincerely,



Ann L. Schneider
Co-Chair



George Ranney, Jr.
Co-Chair

Enclosure: Ethics Issues

Ethics Issues

1. Identify the qualifications and requirements necessary to serve on the Board of Directors.
2. Identify any review or investigation process conducted on candidates or appointees to the Board of Directors, or current Directors, as well as officers and employees, staff-members, or managers, including, but not limited to, an individual's potential criminal record.
3. Identify any review or requirements regarding the disclosure by candidates, appointees, or Directors of conflicts of interests in service to the Agency.
4. Identify the process by which a Director may be removed from his or her position on the Board of Directors.
5. Identify the duration of each Director's term on the Board.
6. Identify any Director that has been removed from his or her position on the Board of Directors in the last fifteen years, and the cause of the removal.
7. Identify, by year, the annual compensation and pension benefits available to Directors over the last five years.
8. Identify the structure, system, or formula used to determine the previously identified annual compensation and pension benefits.
9. Indicate whether the principles of *Rutan v. Republican Party of Illinois*, 497 U.S. 62 (1990), apply to the Agency's employment, staffing, management, or similar decisions or policies. If so, (a) identify the policies, procedures, and controls implemented by the Agency related to those principles and (b) indicate the percentage of Agency officers and employees, staff-members, or managers covered by those principles.
10. Identify the policies, procedures, and controls implemented by your Agency related to 70 ILCS 3615/2.14, to ensure that no unlawful discrimination, as defined and prohibited in the Illinois Human Rights Act, is made in any term or aspect of employment, nor that there is discrimination based upon political reasons or factors.
11. Identify the policies, procedures, and controls in place regarding the outside influence on hiring, promotion, recall, transfer, or termination of any officer, employee, staff-member, or manager, filling of any vacancy, or creation of any new position, or taking of any similar action, including, but not limited to, the tracking of recommendations, referrals, or sponsorships of individuals for employment, promotion, termination, transfer, or related action by persons outside the Agency.

12. Identify the policies, procedures and controls in place regarding the receipt of gifts by members of the Board, officers or employees, staff-members, or managers of the Agency.
13. Identify the Office or individual responsible for the oversight and investigation of the Agency, including, but not limited to, issues of ethics and hiring.
14. Identify the Office or offices to which, or individual or individuals to whom, a whistleblower would report an issue or concern regarding the Agency, including, but not limited to, issues of ethics and hiring.
15. Identify and produce the results of any external investigation, audit, analysis, or related review of the Agency conducted in the last ten years. To the extent the investigation or results are confidential, provide a summary of the matter under review.
16. Identify and produce the results of any steps taken or changes implemented in connection with the recommendations made by the above-referenced investigation, audit, analysis, or related review of the Agency conducted in the last ten years. To the extent the steps taken or changes implemented are confidential, provide a summary of the matter under review.
17. Provide copies of materials used to train (1) officers and employees; and (2) directors on:
 - a. whether hiring, promotion or firing decisions can be based upon political considerations;
 - b. whether gifts can be solicited or received;
 - c. whether campaign contributions can be solicited;
 - d. any “revolving door” prohibitions;
 - e. any “anti-nepotism” policies;
 - f. any “whistleblower” provisions;
 - g. any “conflict of interest” provisions;
 - h. any “statement of economic interest” provisions;
 - i. any requirements to report information to OEIG; and
 - j. any codes of conduct or codes of ethics or similar documents.
18. Provide copies of any rules, regulations, orders or requirements of any kind concerning the transparency of the hiring process.
19. Provide copies of any rules, regulations, orders or requirements of any kind concerning contacts between officers, employees or directors and elected officials concerning official business.
20. Provide copies of any rules, regulations, orders or documents reflecting which job positions are subject to civil service protection and which are “at will” hiring.

21. Provide copies of any rules, regulations, orders or requirements of any kind concerning the required qualifications of board members, including, without being limited to, age, residence, education, experience or special training.
22. Provide copies of any rules, regulations, orders or requirements of any kind concerning the obligation, duty, or responsibility of directors and officers to fulfill the requirements and goals of her or his position on the Board or employment.
23. Provide a list, record, report, or similar documentation of current directors, officers, or employees of the Agency who are relatives of executive, legislative, or judicial members or officeholders of a state, county, city, or other municipal entity.
24. Provide any list, record, report, or similar documentation of any contact or communication with any elected or appointed executive, legislative, or judicial officeholder (excluding any communications in the course of litigation) regarding hiring, promotion, recall, transfer, or termination of any officer, employee, staff-member, or manager of the Agency.
25. Identify any other materials, information, or evidence, or related matter that should be reviewed or considered by the members of the Task Force in connection with its stated purpose.