

**Metro**Los Angeles County  
Metropolitan Transportation AuthorityOne Gateway Plaza  
Los Angeles, CA 90012-2952213.922.200  
metro.net**EXECUTIVE MANAGEMENT COMMITTEE  
OCTOBER 17, 2013****SUBJECT: NON-REPRESENTED EMPLOYEE PERFORMANCE AWARD  
PROGRAM****ACTION: RECEIVE AND FILE****RECOMMENDATION**

Receive and file report on the Non-Represented Employee Performance Award Program.

**ISSUE**

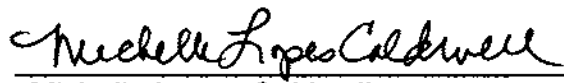
On May 23, 2013, the Board passed an amending motion to the FY14 budget item covering non-represented employee pay adjustments "that the budget be increased by \$1 million to be used only for merit based increases."

**DISCUSSION**

Staff has developed a Performance Award Program to provide a one-time payment to non-represented employees recognizing FY13 performance. Supervisors completed FY13 performance reviews for each of the 1,092 non-represented employees eligible for the award. Departments were provided a budget of performance award funds on a per capita basis, and tasked to exercise managerial judgment to allocate these funds among their eligible employees, with the guideline that the awards be linked to the employees' performance. Human Resources reviewed each department's proposed distribution of funds to ensure that no department's distribution resulted in a disparate impact. Awards are being paid out as part of the October 18, 2013 paychecks.

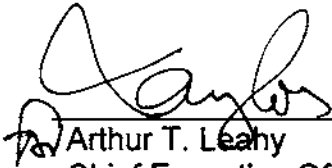
Non-represented employees are pleased that the Board and management are showing appreciation for their hard work and successful efforts, and are providing an opportunity to earn a performance award through this program. Staff hopes to make this program an annual occurrence.

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Michelle Lopes Caldwell  
Chief Administrative Services Officer



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Arthur T. Leahy  
Chief Executive Officer