

REPORT

DATE: June 16, 2022

TO: Governing Board

FROM: David DeBerry, General Counsel

RE: **EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT**

EXECUTIVE COMMITTEE RECOMMENDED ACTION

Approve Amended and Restated Executive Director Employment Agreement between the SGVCOG and Executive Director Marisa Creter (“Agreement”) and authorize President Shevlin to execute.

BACKGROUND

Pursuant to the Executive Director’s current employment agreement, the Board is to evaluate the Executive Director’s performance annually and consider any proposed changes to the employment agreement. An ad hoc committee consisting of President Shevlin, First Vice President Tim Hepburn and Capital Projects and Construction Committee Chair Nancy Lyons was formed to meet with Ms. Creter to discuss her performance and formulate recommendations for any changes in her compensation.

The Ad Hoc Committee met in closed session with the Executive Committee to discuss Mr. Creter’s performance and to formulate recommendations to bring forward to the Governing Board. The Governing Board met in closed to discuss Ms. Creter’s performance and requested additional information. That information will be presented to the Governing Board in closed session at the start of the June 16, 2022, meeting.

Attachment A contains a draft Agreement which does not include the proposed compensation. It is anticipated that the Board will provide direction to the Ad Hoc Committee during the closed session concerning the proposed compensation. Any direction on proposed compensation will, as required by Government Code section 54953, be reported orally by General Counsel prior to any final action being taken by the Governing Board on the Agreement.

Ms. Creter’s current salary is \$195,000 annually. She has not received a salary increase since July of 2019, although she did receive a one-time performance payment in 2021 in the amount of \$13,650. Since the time of her last salary increase Ms. Creter has assumed the position of Executive Director of the San Gabriel Valley Regional Housing Trust and assumed a greater role in overseeing the SGVCOG’s construction arm since the retirement of Chief Engineer Mark Christoffels in December of 2020. In the past three years Ms. Creter has overseen the implementation of numerous other additional programs with a total value of approximately \$300 million.

REPORT

NEXT STEPS

If the proposed Agreement is approved by the Board in open session, the Ad Hoc Committee will discuss the Governing Board's proposed Agreement terms with Ms. Creter and if she agrees to such terms, the Agreement may be executed.

ATTACHMENTS

[Attachment A - Draft Amended and Restated Executive Director Employment Agreement.](#)