



STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD
FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND FLOOR BOARD ROOM
100 SOUTH VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790

Friday, February 24, 2012

8:00 AM

CALL TO ORDER

1. Call to order. (12-0785)

The meeting was called to order by Chair Herrera at 8:05 a.m.

2. Pledge of Allegiance. (12-0786)

The Pledge of Allegiance was led by Member Chandler.

ROLL CALL

3. Roll call. (12-0787)

Roll call was taken by Mr. Garen Khachian, Staff, Board of Supervisors, Executive Office, Commission Services Division.

Present: Chair Herrera, Vice Chair Wallach, Treasurer Lantz, Member Chandler and Member Tessitor (Member Tessitor joined the meeting at 8:07 a.m.)

I. ADMINISTRATIVE MATTER

4. Approval of minutes for the Special Meeting of January 18, 2012. (12-0788)

On motion of Member Chandler, seconded by Vice Chair Wallach, this item carried by the following vote:

Ayes: 4 - Chair Herrera, Vice Chair Wallach, Treasurer Lantz and Member Chandler

Excused: 1 - Member Tessitor

Attachments: [SUPPORTING DOCUMENT](#)

II. PRESENTATIONS

5. Presentations:

5.1 Contractors' Employee Recognition (12-0789)

Valarie Flores, General Manager, Arcadia Operations & Maintenance Facility, introduced and recognized the following Arcadia Location MV Transportation Operators of the Month:

- **Molly Seng, January Operator of the Month (January 2012)**
- **Brian Robinson, February Operator of the Month (February 2012)**

Peter Greenberg, General Manager, First Transit, introduced and recognized the following Pomona location First Transit Operator of the Month:

- **Salvador Salazar, February Operator of the Month (February 2012)**

Doran Barnes, Executive Director, Foothill Transit, introduced and recognized the following Veolia Transportation Employee of the Quarter:

- **Linda Apodaca, Community Outreach & Special Events Coordinator Employee of the Quarter (4th Quarter 2011)**

After discussion, by common consent and there being no objection, this item was received and filed.

5.2 Overview of Access Services Programs (12-0790)

Mr. Andre Colaiace, Deputy Executive Director, Planning and Governmental Affairs, Access Services, thanked Mr. Doran Barnes, Executive Director, Foothill Transit for the introduction and provided the following overview on the Access Services Organization:

- **Access Services was created in 1994 as an independent transit agency by the Metro Board to provide ADA (American with Disabilities Act) Paratransit services for the disabled in Los Angeles County;**
- **The organization's goal is to meet the ADA obligation for 45 member agencies, including Foothill Transit; and**

- **Access Services is the Los Angeles County Consolidated Transportation Services Agency (CTSA) and as such administers the Los Angeles County Coordinated Paratransit Plan on behalf of the County's 45 member agencies.**

After discussion, by common consent and there being no objection, this item was received and filed.

III. PUBLIC COMMENT

6. Public Comment (12-0791)

The following member of the public addressed the Foothill Transit Executive Board: Mary Griffieth.

Chair Herrera, recognized the following meeting attendees:

- **Randy Veenhoven, USSC Group Sales Representative Bus Transit**
- **Ken Westbrook, Chief Operating Officer, Veoila Transportation, stated it is a pleasure to interact with Foothill Transit staff and commended them for their quality of service and safety.**

IV. CONSENT CALENDAR

7. JANUARY FINANCIAL STATEMENTS AND INVESTMENT SUMMARY

Recommendation: Receive and file the Financial Statements and Investment Summary for Fiscal Year 2012. (12-0792)

On motion of Treasurer Lantz, seconded by Member Tessitor, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

8. JANUARY PERFORMANCE INDICATORS REPORT

Recommendation: Receive and file the January 2012 Performance Indicators Report. (12-0793)

On motion of Treasurer Lantz, seconded by Member Tessitor, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

9. 2012 LEGISLATIVE SUMMARY

Recommendation: Receive and file the February 2012 Legislative Summary. There are no recommended positions on bills this month. (12-0794)

On motion of Treasurer Lantz, seconded by Member Tessitor, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

10. FOOTHILL TRANSIT RECORDS RETENTION & DESTRUCTION POLICY

Recommendation: Adopt the Foothill Transit Records Retention & Destruction Policy. (12-0795)

On motion of Treasurer Lantz, seconded by Member Tessitor, unanimously carried, this item was adopted.

Attachments: [SUPPORTING DOCUMENT](#)

V. DISCUSSION ITEMS (REGULAR AGENDA)

11. PROPOSED FY 2013 BUSINESS PLAN INITIATIVES

Recommendation: Approve the proposed Fiscal Year 2012 Business Plan Initiatives. (12-0796)

Kevin McDonald, Deputy Executive Officer, presented this item.

After discussion, on motion of Member Chandler, seconded by Member Tessitor, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

12. FOOTHILL TRANSIT DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM UPDATE

Recommendation: Adopt Foothill Transit's updated Disadvantaged Business Enterprise (DBE) Program Update. (12-0797)

Kevin McDonald, Deputy Executive Officer, presented this item.

On motion of Member Tessitor, seconded by Vice Chair Wallach, unanimously carried, this item was adopted.

Attachments: [SUPPORTING DOCUMENT](#)

13. PERFORMANCE INDICATORS QUARTERLY REPORT

Recommendation: Receive and file the Performance Indicators Quarterly Report.
(12-0798)

Dietter Aragon, Planning Manager, presented this item.

On motion of Member Tessitor, seconded by Member Chandler, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

VI. EXECUTIVE DIRECTOR COMMENT

14. Comment by Mr. Doran Barnes, Executive Director, Foothill Transit Executive Board. (12-0799)

Mr. Barnes thanked Board Members for attending the Executive Board retreat and stated that it was a very productive session and added the following:

- **A draft of the Initiatives & Business Plan will be presented to the authority as scheduled below:**
 - February 2012 - Executive Board Consideration of Major Initiatives**
 - April 2012 - Executive Board Consideration of Business Plan**
 - May 2012 - Governing Board Consideration of Business Plan**
- **Mr. Barnes will be visiting Washington D.C. with Chair Herrera next week with plans to meet Congressman Ed Reyes (the Southern portion of the Foothill Transit is in Congressman Reyes' District).**
- **Mr. Barnes will be at the Federal Bus Testing Facility where buses are tested for durability. The Proterra electric bus will be tested at the end of next week. His plans are to visit the engineers that are conducting the testing and sharing lessons learned.**
- **The next meeting of the Foothill Transit Executive Board is scheduled for Friday March 23, 2012.**
- **Member Chandler will be attending his last Foothill Transit meeting on March 23, 2012.**

VII. BOARD MEMBER COMMENT

15. Comments by Members of the Foothill Transit Executive Board. (12-0800)

There were none.

IX. ADJOURNMENT

16. Adjournment of the February 24, 2012, Foothill Transit executive Board Meeting. (12-0803)

There being no further business, the Foothill Transit Executive Board meeting adjourned at 9:00 a.m.