



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, July 25, 2014

8:00 AM

CALL TO ORDER

1. Call to order. (14-3305)

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

PLEDGE OF ALLEGIANCE

2. Pledge of Allegiance. (14-3308)

The Pledge of Allegiance was led by Vice Chair Lantz.

ROLL CALL

3. Roll call. (14-3309)

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

Present: Michael De La Torre, Carol Herrera, Paula Lantz and Doug
Tessitor

Excused: Becky A. Shevlin

I. ADMINISTRATIVE MATTERS

4. Approval of the minutes for the Regular Meeting of the Executive Board of June 27, 2014. (14-3310)

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, the minutes for the Regular Executive Board Meeting of June 27, 2014 were approved by the following vote:

- Ayes:** 3 - Treasurer Carol Herrera, Vice Chair Paula Lantz and Chair Doug Tessitor
- Abstentions:** 1 - Member Michael De La Torre
- Excused:** 1 - Member Becky A. Shevlin

Attachments: [SUPPORTING DOCUMENT](#)

II. PRESENTATIONS

5. 5.1 Contractors' Employee Recognition (14-3311)

Dan Mckeehan, General Manager, First Transit, introduced and recognized the following Arcadia location First Transit Operator of the Month:

- **Richard Kain, Operator of the Month (July 2014)**

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

- **Raul Ramos, Operator of the Month (July 2014)**

After discussion, by Common Consent, and there being no objection, the Board recognized the Employees of the month.

III. PUBLIC COMMENT

6. Public Comment. (14-3312)

No members of the public addressed the Foothill Transit Executive Board

IV. CONSENT CALENDAR

7. JULY 2014 LEGISLATIVE SUMMARY

Recommendation: Receive and file the July 2014 Legislative Summary. There are no recommended positions on bills this month. (14-3321)

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, unanimously carried, the Board received and filed the July 2014 Legislative Summary.

Attachments: [SUPPORTING DOCUMENT](#)

8. COACH OPERATOR AUDIT RESULTS

Recommendation: Receive and file the results of the Coach Operator Audits conducted in May of 2014. (14-3322)

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

9. REQUEST TO ISSUE RFP - VIDEO SECURITY AND ACCESS CONTROL SYSTEMS MAINTENANCE

Recommendation: Authorize the Executive Director to issue a Request for Proposals (RFP) for a contractor to provide ongoing maintenance of Foothill Transit's new security and access control systems. (14-3323)

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

10. REQUEST TO ISSUE IFB – VIRTUAL COMPUTER NETWORK DISASTER RECOVERY

Recommendation: Authorize the Executive Director to issue an Invitation for Bids (IFB) for the procurement of hosting services for the backup and recovery of Foothill Transit's virtual computer network servers. (14-3324)

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

11. SECOND AMENDMENT TO EXECUTIVE DIRECTOR EMPLOYMENT CONTRACT

Recommendation: Authorize the Chair to execute the Second Amendment to the Executive Director Employment Agreement. (14-3325)

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

V. DISCUSSION ITEMS (REGULAR AGENDA)

12. CONTRACT AWARD - OPERATIONS AND MAINTENANCE- ARCADIA FACILITY

Recommendation: Authorize the Executive Director to award a contract to Veolia Transportation for transit operations and maintenance services at Foothill Transit's Arcadia facility. The base contract term will be four years and the contract will include three two-year options to be exercised at Foothill Transit's sole discretion. The projected four-year base contract cost is \$108.3 million and the cumulative cost over the potential life of the contract is projected at \$307.7 million. (14-3326)

Kevin McDonald, Deputy Executive Director, presented this item and introduced Ken Westbrook, President and Chief Operating Officer, Veolia Transportation. Mr. Westbrook thanked the Board for the opportunity to work with Foothill Transit, and is confident that this partnership will be a successful endeavor.

Board Members thanked Veolia Transportation for their presentation and the focus of customer service, as Foothill Transit stresses the importance of providing excellent service to the customers.

Eric Estell, Regional Vice President First Transit, also thanked Foothill Transit for the great working relationship and will fully cooperate and support Veolia Transportation with the transition.

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, unanimously carried, this item was approved.

Ayes: 4 - Member Michael De La Torre, Treasurer Carol Herrera, Vice Chair Paula Lantz and Chair Doug Tessitor

Excused: 1 - Member Becky A. Shevlin

Attachments: [SUPPORTING DOCUMENT](#)

13. Foothill Transit Deferred Compensation Plan and Defined Contribution Plan Update

Recommendation: Receive and file this report describing the progress made in establishing both a Deferred Compensation Plan (457b) and Defined Contribution Plan (401a). (14-3327)

Michelle Caldwell, Director of Finance, presented this item.

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

14. Performance Indicators Report - Fiscal Year 2014

Recommendation: Receive and file the Fiscal Year 2014 Performance Indicators Report. (14-3328)

Sarah Tseng, Quality Assurance Analyst, presented this item.

After the presentation, the Board Members indicated that the report reflects Fiscal Year 2013-2014.

On motion of Member De La Torre, seconded by Vice Chair Lantz, unanimously carried, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

15. Line 495 Public Outreach

Recommendation: Authorize the Executive Director to seek public input related to the continuation of Line 495 service beyond the one-year pilot phase. (14-3329)

Austin Lee, Planning Manager, presented this item.

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, unanimously carried, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

16. TRANSIT STORE FISCAL YEAR 2014 REPORT

Recommendation: Receive and file the Transit Store Fiscal Year 2014 Report. (14-3330)

La Shawn Gillespie, Director of Customer Service and Operations, presented this item.

On motion of Treasurer Herrera, seconded by Vice Chair Lantz, unanimously carried (Member De La Torre absent), this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

VI. EXECUTIVE DIRECTOR COMMENT

17. Comments by Mr. Doran Barnes, Executive Director, Foothill Transit Executive Board. (14-3331)

Mr. Barnes reported on the following:

- **The Puente Hills Mall Transit Store is open and ready for business at the same location but twice the size of the original store. Pictures of the remodeled store will be provided to the Board Members at the next meeting.**
- **The commemorating ceremony for the full electrification of Line 291 is tentatively scheduled for either September 20, 2014 or September 27, 2014.**
- **The Governing Board meeting is being rescheduled for October 9, 2014, in the evening, to conclude the final celebration of the 25th Anniversary of Foothill Transit.**
- **Foothill Transit will be recognized in the first week of September 2014 by the San Gabriel Valley Economic Partnership for the Green Business Award, and in November 2014, the Women Transportation Seminar will recognize Foothill Transit as the Los Angeles Employer of the year in Transportation Community.**

VII. BOARD MEMBER COMMENT

18. Comments by Members of the Foothill Transit Executive Board. (14-3332)

Treasurer Carol Herrera reported that she attended the American Public Transportation Association (APTA) Transit Board Members Seminar held in Cleveland, Ohio. Treasurer Herrera reported she was re-elected as a member of Transit Board Committee. She represents Region VI which consists of eight (8) Western States; Alaska, Arizona, California, Hawaii, Idaho, Nevada, Oregon, and Washington.

Chair Tessitor, on behalf of the Executive Board, congratulated staff on receiving the awards. Thanked Fist Transit for its services and welcomed Veolia Transportation back.

VIII. ADJOURNMENT

19. Adjournment for the July 25, 2014 Foothill Transit Executive Board Meeting. (14-3333)

There being no further business, the Foothill Transit Executive Board Meeting adjourned at 8:55 a.m.