



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
SPECIAL MEETING OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD**

**FOOTHILL TRANSIT ADMINISTRATIVE OFFICE
2ND FLOOR CONFERENCE ROOM
100 S. VINCENT AVENUE
WEST COVINA, CALIFORNIA 91790**

**Friday, August 19, 2019
8:00 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Herrera at 8:06 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Herrera.

3. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Richard Barakat, Member Gary Boyer, Member Corey Calaycay, Vice Chair Cynthia Sternquist, Chair Carol Herrera

4. APPROVAL OF AGENDA

After discussion, by Common Consent, and there being no objection, the Board approved the agenda as presented.

5. FOOTHILL TRANSIT SAFETY AND SECURITY PROGRAM

Recommendation: Provide direction to staff.

Doran J. Barnes, Executive Director, thanked the Executive Board for attending the study session and stated that he hoped that they would walk away with an appreciation that safety is the cornerstone of everything that Foothill Transit does. He stated presentations on Foothill Transit's safety and security program would be made by Foothill Transit staff, and by staff from Foothill Transit's contractors Keolis and Transdev.

Roberto Estrella, Safety Compliance Coordinator, reported on the Federal Transit Administration's Public Transportation Agency Safety Plan; the compliance deadline is July 2020. He also presented a summary of the



American Public Transportation Association's Safety Audit that was conducted in August 2017. The audit was voluntary and used independent evaluators. The audit concluded that Foothill Transit had a strong safety culture, and an area for improvement was the need for the development of a Key Performance Indicator for third party injuries. He reviewed Foothill Transit's Safety Management System, which includes the Safety Management Policy, Safety Risk Management, Safety Assurance, and Safety Performance.

Stephanie Smith, Safety Manager of Keolis, and Jamie Ogilvie, Safety and Security Manager of Transdev, both presented overviews of their safety programs at the Pomona and Arcadia Operations and Maintenance Facilities. Roland Cordero, Director of Maintenance and Vehicle Technology, reported on the installation of driver barriers on Foothill Transit buses and he also presented an overview of the video surveillance system. LaShawn King Gillespie, Director of Customer Service and Operations, presented a summary of the items discussed and the next steps for each item presented.

Member Boyer requested a summary of each meeting so that he can share highlights at council meetings. Vice Chair Sternquist stated that Vector Control recently started to provide a summary of board meetings to board members.

On consensus, the Executive Board Members, accepted the verbal presentations by Staff.

6. **EXECUTIVE DIRECTOR COMMENT**

Comments by Mr. Doran J. Barnes, Executive Director, Foothill Transit.

Mr. Barnes reported the following:

- Thanked the Executive Board for participating in today's study session.
- A study session related to Foothill Transit's next bus purchase needs to be scheduled. September 17 or 20 have been identified as a potential date for the study session.
- The San Gabriel Valley Council of Governments will hold their October meeting at the Foothill Transit offices.
- Last night there was a thermal event on one of Foothill Transit's electric buses in Azusa. The bus was towed to the Proterra facility in Industry for further evaluation.
- Staff met with Cal Poly Pomona President Soraya Coley and her administrative staff to discuss the Class Pass Program and restoration of Silver Streak service to the campus as well as other service



connecting to the campus. Mr. Barnes also mentioned the development of a transit center on campus.

7. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

There were no comments by members of the Executive Board.

8. **ADJOURNMENT**

Adjournment for the August 19, 2019 Foothill Transit Special Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 10:36 a.m.