



**Foothill Transit**

**STATEMENT OF PROCEEDINGS FOR THE  
REGULAR MEETING OF THE  
FOOTHILL TRANSIT GOVERNING BOARD  
TELECONFERENCE VIA ZOOM**

**FOOTHILL TRANSIT ADMINISTRATIVE OFFICE  
2<sup>ND</sup> FLOOR BOARD ROOM  
100 S. VINCENT AVENUE  
WEST COVINA, CALIFORNIA 91790**

**Friday, July 24, 2020  
7:45 a.m.**

**1. CALL TO ORDER**

The meeting was called to order by Chair Sternquist at 7:53 a.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chair Sternquist.

**3. ROLL CALL**

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Corey Calaycay, Member Rick Crosby, Member Robert Torres, Member Emmett Badar, Member Andrew Rodriguez, Member Jorge Marquez, Member Gary Boyer, Member Albert Ambriz, Member Dario Castellanos, Member Roger Chandler, Member Richard Barakat, Member Tzeitel Paras-Caracci, Member Becky Shevlin, Member Margaret McAustin, Member Fernando Vizcarra, Member Steve Tye, Member Jessica Ancona, Member Cory Moss, Member Hector Delgado, Member Sam Pedroza, Member Jimmy Lin, Member Cynthia Sternquist

Absent: Member Paul Hernandez, Member Edward Alvarez, Member Valerie Munoz

**4. REVIEW & APPROVAL OF THE MINUTES**

Approval of the minutes for the Joint Meeting - Annual Governing Board and Executive Board of June 26, 2020.

Motion by Vice Chair Calaycay, second by Member Shevlin, the minutes for the Regular Meeting of June 26, 2020 were approved. Motion carried 22-0.



**5. APPROVAL OF AGENDA**

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

**6. PUBLIC COMMENT**

Erika Mazza, Keolis Vice President - West, addressed the Governing Board. She acknowledged the strong working relationship and partnership between the Keolis and Foothill Transit teams. She shared that the Keolis team has shared with the Foothill Transit team strategic opportunities and shared practices from across the world.

Brian Otchis, Keolis General Manager - Pomona, addressed the Governing Board. He shared that he appreciates the exchange of ideas between the Keolis, Transdev, and Foothill Transit teams during these difficult times. He thanked the Governing Board for their support.

**6.1. Executive Director Response to Public Comment**

Doran Barnes, Executive Director, expressed his thanks to the Keolis team.

**CONSENT CALENDAR**

**7. MAY 2020 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through May 31, 2020.

Motion by Vice Chair Calaycay, second by Member Shevlin, to receive and file. Motion carried 22-0.

**REGULAR AGENDA**

**8. COVID-19 TRANSIT OPERATIONS UPDATE**

Recommendation: Receive and file an update on Foothill Transit operations during the COVID-19 pandemic and Los Angeles County Safer-At-Home order.

LaShawn King Gillespie, Director of Customer Service and Operations, and Felicia Friesema, Director of Marketing and Communications, presented this



item.

Ms. Gillespie reported on transit operations during the COVID-19 pandemic. She reported on the impact of COVID-19 on service levels. Local service levels have been maintained and on June 8<sup>th</sup>, express service resumed. She provided an update on service change considerations, Transit Store operations, and reported that operator barrier installations are scheduled to begin in August 2020.

Ms. Friesema provided an overview and update on communications during the COVID-19 pandemic. She stated that the Marketing and Communications team is continuously working to keep customers and the community informed of service impacts, agency initiatives, and health advisories. She also reported that all of Foothill Transit's pandemic response information can be found at [foothilltransit.org/covid](http://foothilltransit.org/covid).

Received and filed.

9. **MT. SAN ANTONIO COLLEGE TRANSIT CENTER PROJECT UPDATE**

Recommendation: Receive and file the report on Mount San Antonio College (Mt. SAC) Transit Center Project Update.

Sharlane Bailey, Director of Facilities, presented this item.

Ms. Bailey presented an overview of the project history and timeline. The Transit Center will consist of ten bus bays, five canopy shelters, a pedestrian bridge, and infrastructure for electric buses. Upcoming milestones include anticipated approval by the City of Walnut in September 2020, commencement of construction of the Transit Center in February 2021, and completion of Transit Center construction in fall 2022.

Received and filed.

10. **WEBSITE REDESIGN UPDATE**

Recommendation: Receive and file the Website Redesign Update.

Felicia Friesema, Director of Marketing and Communications, presented this item.

Ms. Friesema reported that the website redesign project began in February 2019. The redesigned website was scheduled to originally launch in June



2020, but work on the website was postponed until later this fall due to the COVID-19 pandemic.

The new website will follow a new intuitive design originally launched by both Google and Apple for their on-campus transit systems. The new website will also function much like a mobile app. The new website will be unveiled at the end of the year.

Received and filed.

11. **COMPREHENSIVE OPERATIONAL ANALYSIS OVERVIEW**

Recommendation: Receive and file this report on the Comprehensive Operational Analysis (COA) Overview.

Joseph Raquel, Director of Planning, presented this item.

Mr. Raquel presented an overview of Foothill Transit's upcoming Comprehensive Operation Analysis. He reported that Foothill Transit was awarded a Sustainable Transportation Planning Grant for the COA. Mr. Raquel provided a brief description of what a COA study consists of. He highlighted some of results of the last COA that was conducted in 2016.

Next steps include refining the scope of work and completing the procurement. Frequent updates will be presented to the Governing Board.

Received and filed.

12. **EXECUTIVE DIRECTOR COMMENT**

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

Mr. Barnes reported the following:

- Staff continues to advance a variety projects.
- In August the FY2021 Business Plan and Budget will presented for adoption.
- Requested that the meeting be adjourned in the memory of Miguel Chavez, Mechanic, Transdev Technician Arcadia/Irwindale Operations and Maintenance Facility; John Luddon, Transdev Southwest Regional Maintenance Director; and Michael De La Torre, former Foothill Transit Governing Board Member.



13. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Governing Board.

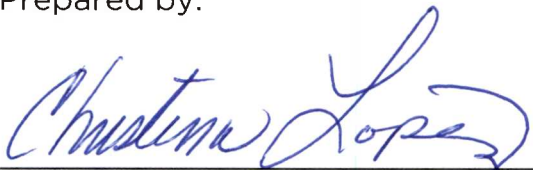
- Member Lin asked what is the status of Foothill Transit's financial position. Mr. Barnes responded that no challenges are anticipated with the FY2021 budget. FY2022 will depend on the economy and available funding at the state and federal level.
- Member Tye stated he appreciated Mr. Barnes and the team's leadership. He also wanted to thank the coach operators.
- Member Pedroza stated he boarded a bus recently and he appreciated the safeguards taken by customers and the coach operator, and it felt really safe. He also asked staff to research how to fund Foothill Transit if there are no fares. Joe Raquel, Director of Planning, stated that the fare component will be part of the COA study.

14. **ADJOURNMENT**

Adjournment for the July 24, 2020 Foothill Transit Governing Board Meeting.

There being no further business, the Foothill Transit Governing Board meeting adjourned in the memory of John Luddon, Miguel Chavez, and Michael De La Torre at 9:04 a.m.

Prepared by:

  
Christina Lopez, Board Secretary

Approved on: 08/28/2020