



Foothill Transit

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

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

**Friday, September 30, 2022
9:15 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 9:16 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Gary Boyer, Member Becky Shevlin, Member Cynthia Sternquist, Vice Chair Cory Moss, Chair Corey Calaycay,

3. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER

After discussion, by Common Consent, the Chair and Chief Executive Officer confirmed the agenda as presented.

4. REVIEW & APPROVAL OF THE MINUTES

Approval of the minutes for the Regular Meeting of August 26, 2022.

Motion by Member Shevlin, second by Vice Chair Moss, the minutes for the Regular Meeting of August 26, 2022 were approved. Motion carried 5-0.

5. INTRODUCTION OF FOOTHILL TRANSIT BUSINESS PARTNERS

Aline Frantzen, President and CEO US Bus Operations, Keolis addressed the Governing Board on the upcoming procurement for transit services.

W.C. Pihl, Senior Vice President of Business Development, Transdev addressed the Governing Board on the upcoming procurement for Transit Store services.

CONSENT CALENDAR

Mike Greenspan provided Public Comment on Item 8 and Item 9.

Armando Herman provided two minutes of Public Comment.

6. **AUGUST 2022 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through August 31, 2022. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of August 31, 2022, for the fiscal year ending June 30, 2023.

Motion by Vice Chair Moss, second by Member Shevlin, to receive and file. Motion carried 5-0.

7. **SEPTEMBER 2022 PROCUREMENT MONTHLY REPORT**

Recommendation: Receive and file the Procurement Monthly Report for September 2022.

Motion by Vice Chair Moss, second by Member Shevlin, to receive and file. Motion carried 5-0.

8. **RESOLUTION AUTHORIZING TELECONFERENCE PUBLIC MEETINGS**

Recommendation: Adopt Resolution 2022-16 (Attachment A) authorizing teleconferenced public meetings for the Executive Board and Governing Board if needed for the next 30 days.

Motion by Vice Chair Moss, second by Member Shevlin, to adopt. Motion carried 5-0.

9. **BUS STOP ENHANCEMENT PROGRAM EXPANSION**

Recommendation: Authorize the Chief Executive Officer to allow Class Pass participating schools to participate in Foothill Transit's Bus Stop Enhancement Program (BSEP).

Motion by Vice Chair Moss, second by Member Shevlin, to approve. Motion carried 5-0.



10. **AUTHORIZATION TO AMEND AGREEMENT NO. 17-001 WITH KEOLIS TRANSIT SERVICES, LLC AND AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR POMONA OPERATIONS AND MAINTENANCE FACILITY TRANSIT SERVICES (RFP NO. 23-001)**

Recommendation: 1. Amend Agreement No 17-001 with Keolis Transit Services, LLC to change the expiration date for the option term of the contract from June 30, 2025, to April 29, 2023. 2. Authorize the Chief Executive Officer to issue a request for proposals (RFP) No. 23-001 for transit operations and maintenance services at Foothill Transit's Pomona facility.

Motion by Vice Chair Moss, second by Member Shevlin, to approve. Motion carried 5-0.

11. **AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR CUSTOMER SERVICE AND FACILITIES MAINTENANCE SERVICES (RFP NO. 23-003)**

Recommendation: Authorize the Chief Executive Officer to Issue Request for Proposals (RFP) No. 23-003 for Customer Service and Facilities Maintenance Services.

Motion by Vice Chair Moss, second by Member Shevlin, to approve. Motion carried 5-0.

REGULAR AGENDA

12. **FOOTHILL TRANSIT 2022 EMPLOYEE OPINION SURVEY**

Recommendation: Receive and file the September 2022 Employee Opinion Survey.

Ashlien Savage, Human Resource Manager, introduced Peter Barron Stark, President, Peter Barron Stark Companies, Inc.

Mr. Stark reported that he met with the senior leadership in September and presented the results and analysis. He reported that the survey had a 98 percent response rate. The average favorability score among all the questions was 95 percent. Highest rated responses were related to a safe workplace, good work-life balance, and professional growth and development opportunities.



Lowest rated responses were regarding delivery of quality service, the handling of problems in the early stages, and being fairly compensated compared to similar positions in the region.

Mike Greenspan provided two minutes of Public Comment.

Armando Herman provided two minutes of Public Comment.

Staff responded to comments and questions by Vice Chair Moss and Member Shevlin. The presentation was received and filed by the Executive Board.

13. **CHIEF EXECUTIVE OFFICER COMMENT**

Comments by Mr. Doran J. Barnes, Chief Executive Officer, Foothill Transit.

Mr. Barnes reported the following:

- Last week he spoke at a CARB meeting on the Innovative Clean Transit Rule. He was joined by Governing Board Member Felicia Williams. He spoke on behalf of the transit industry and Member Williams shared the Foothill Transit story.

14. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Vice Chair Moss stated that City of Industry will be holding its Charity Pro Rodeo on October 8-9, 2022.

15. **GENERAL PUBLIC COMMENT**

Mike Greenspan provided two minutes of General Public Comment.

Armando Herman provided two minutes of General Public Comment.



16. **ADJOURNMENT**

Adjournment for the September 30, 2022, Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 9:58 a.m.

Prepared by:

A handwritten signature in blue ink, appearing to read "Christina Lopez".

Christina Lopez, Board Secretary

Approved on: 10/28/2022