



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
STRATEGIC PLANNING WORKSHOP OF THE
FOOTHILL TRANSIT EXECUTIVE BOARD**

**KELLOGG HOUSE - CAL POLY POMONA
3801 WEST TEMPLE AVENUE
POMONA, CALIFORNIA 91768**

**FRIDAY, FEBRUARY 22, 2019
8:00 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Calaycay at 8:01 a.m.

2. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

Present: Executive Board Alternate Becky Shevlin, Executive Board
Alternate Gary Boyer, Executive Board Member Sam Pedroza,
Executive Board Vice Chair Carol Herrera, Executive Board Chair
Corey Calaycay

3. PUBLIC COMMENT

No members of the public addressed the Foothill Transit Executive Board.

4. NOTICES OF CONFLICT OF INTEREST

Recommendation: Receive and file the Notices of Conflict of Interest
(Attachments A and A-1).

Chris Pieper, Director of Procurement, presented this item.

Mr. Pieper reported that Foothill Transit's Procurement Policies require that
in cases where there may be an interest direct or indirect, that there is a
responsibility to report in writing such interest to the Executive Board.

Based on the requirements, two Notices of Conflict of Interest were
presented to the Executive Board related to the open procurement No. 19-
035, Transit Store Operations and Bus Stop Facility Maintenance Services.
The employees with the conflicts are not eligible to participate in the
selection, award, or administration of this contract.



Received and filed.

5. **STRATEGIC PLANNING WORKSHOP**

Peter Stark, Moderator

Mr. Stark, representing Peter Barron Stark & Associates, Inc., retreat moderator, greeted attendees, provided opening statements covering the overall emphasis of the workshop, and distributed the workshop workbook for discussion and completion by attendees.

Review of Past Year/Pre-Retreat Interviews and Self-Assessment

Staff provided verbal updates on the Fiscal Year 2018-2019 Initiatives. In addition, Mr. Stark gave an overview of Executive Board and staff member interviews conducted on January 31, 2019.

Discussion Topics

Staff provided verbal presentations on the past, current history, and status of the following topics:

- ABBG Data
- Ridership Trends
- RGAP Report and Actions
- Low Performing Routes
- BRT Study and Direction
- Electric Bus Program
- Automation Pilot Project
- Federal and State Advocacy Approach
- Ten-Year Financial Forecast
- Engagement with Cities
- ADA Bus Stop Issues

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

6. **CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

(Gov't Code § 54957)

Title: Executive Director

The Executive Board recessed into closed at 1:03 p.m., and reconvened at 1:48 p.m. Chair Calaycay reported that there were no reportable actions.



7. **ADJOURNMENT**

Adjournment for the February 22, 2019 Foothill Transit Executive Board Strategic Planning Workshop.

There being no further business, the Foothill Transit Executive Board Strategic Planning Workshop adjourned at 1:26 p.m.