



Foothill Transit

**STATEMENT OF PROCEEDINGS FOR THE
SPECIAL 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 29, 2023
8:30 a.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Moss at 8:34 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Moss.

3. ROLL CALL

Roll call was taken by Christina Lopez, Board Secretary.

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

Member Cynthia Sternquist temporarily absent.

4. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER

Doran Barnes, Chief Executive Officer, recommended that Item 22, General Public Comment be taken prior to the Consent Calendar, and Consent Calendar Item 9 and Consent Calendar Items 14-17 be pulled for presentation.

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

5. PRESENTATIONS

5.1 Contractors' Employee Recognition

Fermin Mora, Director of Maintenance, introduced the Pomona location Keolis employees of the month.

Vincent Millan - Employee of the Month

Sergio Mendez- Operator of the Month (not present)



Shawn Chavira, General Manager, introduced the Arcadia location Transdev employees of the month.

Brianna Lomas - Employee of the Month
Brendan Ramirez - Operator of the Month

5.2 Introduction of Foothill Transit Business Partners

The following business partners addressed the Executive Board: Doug Gies, Regional Vice President, Transdev and Steve Peoples, Assistant General Manager, Transdev.

Member Sternquist joined the meeting at 8:46 a.m.

CONSENT CALENDAR

There was no Public Comment on the consent calendar.

The Executive Board took action on a single motion on items 6-8, 10-13, and 18.

6. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF AUGUST 22, 2023**

Motion by Vice Chair Shevlin, second by Member Calaycay, to Approve.
Motion carried 5-0.

7. **AUGUST 2023 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through August 31, 2023. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of August 31, 2023, for the fiscal year ending June 30, 2024.

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

8. **SEPTEMBER 2023 PROCUREMENT MONTHLY REPORT**

Recommendation: Receive and file the Procurement Monthly Report for September 2023.

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

9. **SEPTEMBER LEGISLATIVE REPORT**

Recommendation: Receive and file the September 2023 Legislative Report.

Mathew Nakano, Government Relations Coordinator, provided an update on Senate Bill 125, which makes available \$5.1 billion for new state transit funding. Funding can be used for both capital and operation expenses. Funds are allocated directly to Regional Transportation Planning Agencies (RTPA). LA Metro is the region's RTPA and has full discretion on how the new transit funds will be spent. LA Metro staff announced that it would be using all the new funding to pay for three approved rail construction projects. Members of the Los Angeles Municipal Operators Association, which Foothill Transit is a member of, has sent a letter to urge LA Metro to reconsider.

There was no Public Comment on this presentation. Staff responded to questions by members of the Executive Board.

The Executive Board received and filed this presentation.

10. **TITLE VI PROGRAM**

Recommendation: Receive and file the Title VI Program Overview.

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

11. **TITLE VI ANALYSIS FOR PUENTE HILLS MALL TRANSIT STORE**

Recommendation: Receive and file the Title VI analysis report for the closure of the Puente Hills Mall Transit Store (PHMTS).

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

12. **PROPOSED PROCUREMENT POLICIES AND PROCEDURES MANUAL REVISIONS**

Recommendation: Adopt the proposed Procurement Policies and Procedures Manual revisions.

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



13. **AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR STATE ADVOCACY SERVICES**

Recommendation: Authorize the Chief Executive Officer to issue Request for Proposals (RFP) No. 24-027 for state advocacy services.

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

14. **UPDATE ON THE FORMAL APPLICATION PROCESS WITH THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (CJPIA)**

Recommendation: Receive and file an update on Foothill Transit's Formal Application with the CJPIA.

John Curley, Chief of Safety and Security, provided an overview of Foothill Transit's insurance profile and the recent increase in premiums to the agency's General Liability & Excess Liability policies. Foothill Transit has initiated an application with the California Joint Powers Insurance Authority (CJPIA). The Executive Board will be provided an update once the CJPIA review and determination has been completed. Foothill Transit could potentially join the CJPIA in summer 2024.

There was no Public Comment on this presentation. Staff responded to questions by members of the Executive Board.

The Executive Board received and filed this presentation.

15. **HYDROGEN FUEL INFLUENCER CAMPAIGN**

Recommendation: Receive and file the Hydrogen Fuel Influencer Campaign report.

Felicia Friesema, Director of Marketing and Communications, provided an overview on the hydrogen fuel influencer marketing campaign. Foothill Transit hired social media influencers who brought influence and large audiences into the campaign. The campaign launched on August 28, and garnered thousands of impressions and shares across multiple platforms.

There was no Public Comment on this presentation. Staff responded to questions by members of the Executive Board. Member Boyer requested that the video clips be shared with the Executive Board.

The Executive Board received and filed this presentation.



16. **PROTERRA CHAPTER 11 BANKRUPTCY**

Recommendation: Receive and file the report on Proterra's Chapter 11 Bankruptcy filing.

Roland Cordero, Director of Maintenance and Vehicle Technology, provided an update on Proterra's filing for Chapter 11 Bankruptcy on August 7, 2023. On August 10, the Bankruptcy Court granted their First Day Motions, which allows Proterra to continue operating. Foothill Transit is currently running 17 Proterra battery electric buses from the Arcadia Irwindale Operating and Maintenance Facility. Proterra's parts and service department are open for business. Staff will continue to monitor the situation and provide updates and report on any impacts to the fleet of 17 buses.

There was no Public Comment on this presentation. Staff responded to questions by members of the Executive Board.

The Executive Board received and filed this presentation.

17. **REGIONAL PARTNERSHIPS CHALLENGE GRANTS APPLICATION REPORT**

Recommendation: Receive and file the Regional Partnerships Challenge Grants Application Report.

Joe Raquel, Director of Planning, provided an update on the Regional Partnerships Challenge Grants application process, which is being offered through the US Department Transportation's neighborhood Access and Equity Grant Program. In preparation for the 2028 Olympic Games, Metro has identified two projects in Foothill Transit's service area. The projects are a Mobility Hub in El Monte and the construction of 6.5 miles of Bus Only Lanes along Valley Boulevard. The total cost for both projects is \$15.3 million. Metro will take the lead and partner with Foothill Transit in applying for the grants.

There was no Public Comment on this presentation. Staff responded to questions by members of the Executive Board.

The Executive Board received and filed this presentation.



18. **FALL 2023 SERVICE CHANGE**

Recommendation: Receive and file update on the Fall 2023 Service Change.

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

REGULAR AGENDA

19. **2024 BOARD MEETING SCHEDULE PLANNING**

Recommendation: Provide conceptual direction to staff regarding the Board Meeting schedule for 2024.

Doran Barnes, Chief Executive Officer, presented this item.

Mr. Barnes requested input from the Executive Board in regards to preparation of the 2024 meeting schedule. Members of the board expressed a preference to return to Friday Executive Board Meetings and quarterly Governing Board Meetings. Some members expressed interest in still meeting for the informal chats meetings. Mr. Barnes thanked the Executive Board for their feedback and stated that staff would return to the October 2023 Executive Board Meeting, with the proposed 2024 meeting schedule for the board's consideration for adoption.

There was no Public Comment on this presentation.

20. **CHIEF EXECUTIVE OFFICER COMMENT**

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

Mr. Barnes reported the following:

- Announced that the October 24 2023, Regular Executive Board Meeting will be cancelled and in its place a Special Meeting will be held on November 3, 2023. In addition, the December 12, 2023 Regular Meeting is being cancelled and a Special Meeting will be held on December 15, 2023.
- Thanked Governing Board Member John Lloyd, Ph.D. who rides Foothill Transit service, for providing input regarding gaps in service at Cal Ploy Pomona. Joe Raquel, Director of Planning, reported that service has been added to help address the gaps in service.
- Reported that the draft Cal Poly Pomona feasibility has been received and progress continues to be made on the Cal Poly Pomona mobility hub project.



- Foothill Transit will be providing shuttle service to the Rose Bowl for the Coldplay concert at the Rose Bowl on September 30.
- Secretary Buttigeig has been invited to be the keynote speaker at the California Transit Association Fall Conference being held in Pasadena in November 2023.
- Introduced newly hired Executive Staff Assistant Trina Padilla.
- Reported that the Puente Hills Mall Store has been closed and the Pomona Transit Store is expected to close mid-December.
- Introduced the logo for Foothill Transit's 35th Anniversary, and a celebration will be held on December 8, 2023, and additional details are forth coming.
- Requested that the meeting be adjourned in the memory of LA County Sherriff's Deputy Ryan Clinkunbroomer and Senator Dianne Feinstein.

21. **BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Governing Board Member John Lloyd Ph.D. thanked the board for their growing partnership with Cal Poly Pomona.

22. **GENERAL PUBLIC COMMENT**

General Public Comment was moved prior to the Consent Calendar.

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

23. **ADJOURNMENT**

Adjournment for the September 29, 2023 Foothill Transit Special Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned in the memory of LA County Sherriff's Deputy Ryan Clinkunbroomer and Senator Dianne Feinstein at 10:06 a.m.

Prepared by:


Christina Lopez, Board Secretary

Approved on: 11/03/2023