MINUTES

COMMUTE.ORG
SUPERVISORY COMMITTEE
April 4, 2017
400 Oyster Point Blvd, Suite 409, Conference Room, SSF

1. ROLL CALL

Supervisory Committee
Members Present: Maria Saguisag-Sid, City of Brisbane
Doug Kim, SMCTA
Sam Bautista, City of South San Francisco
Shirley Chan, City of Daly City
John Hoang, C/CAG
Dante Hall, City of Foster City

Staff in Attendance: John Ford, Executive Director
Kim Comstock, Commuter Programs Manager

Guests in Attendance: none

The April 4, 2017 meeting of the Commute.org Supervisory Committee was called to order at 3:10 pm by Chair Hoang.

2. ACTIONS/DISCUSSIONS

- From the Consent Agenda, the minutes of the February 7, 2017 meeting were approved with corrections.

- From the Regular Agenda, Ms. Comstock gave a presentation on the 2017 Commuter Challenge that runs from April 1st through May 31st. The challenge is open to all commuters and private networks can be created for any San Mateo County based employer. Supervisory committee members were encouraged to help promote the challenge and participate as well.

- From the Regular Agenda, Mr. Ford gave an update on the Shuttle program. Mr. Ford is serving as the interim shuttle manager. 16 of the 20 routes that Commute.org manages will have schedule changes on April 10th. The changes were the result of Caltrain schedule changes; however, it is also an opportunity to optimize routes and schedules. Staff expects to receive lots of calls and questions about the new schedules and is prepped for the additional volume. Ridership continues to decline from record highs in 2016. FY Q2 should indicate whether the decreases are weather related or demand related.
• From the Regular Agenda, Mr. Ford gave a presentation to the committee about the search for a new fiscal agent. The City of Daly City has indicated that it no longer is able to provide the services and wants to end the relationship by June 30, 2017. Mr. Ford will inform the board at the upcoming meeting and will seek guidance on a path forward. Additionally, the City of Menlo Park which had expressed interest in joining the JPA has now backed off of that position. No indication was given as the reason why except that it was not a high priority for city council at this time. The Town of Portola Valley is still interested in joining; however, it is not likely that the board would go through the process of adding a new member unless multiple cities joined at the same time.

3. CORRESPONDENCE, NEWS & UPDATES

• Mr. Hall informed the committee that the cities of Foster City and San Mateo were partnering on a mobility workshop that will be held on the morning of October 11th. The agenda is still being developed, but the committee is invited to attend and Commute.org will have a role.

4. ADJOURNMENT

• The meeting was adjourned by Chair Hoang at 4:15 pm.