

## MINUTES

### COMMUTE.ORG SUPERVISORY COMMITTEE

September 11, 2018

400 Oyster Point Blvd, Suite 409, Conference Room, SSF

#### 1. ROLL CALL

Supervisory Committee

Members Present: Maria Saguisag-Sid, City of Brisbane  
Shirley Chan, City of Daly City  
John Hoang, C/CAG  
Kathy Kleinbaum, City of San Mateo  
Christy Wegener, SamTrans

Staff in Attendance: John Ford, Executive Director

Guests in Attendance: Drew (resident of San Mateo)

The September 11, 2018 meeting of the Commute.org Supervisory Committee was called to order at 3:05 pm by Chair Hoang.

#### 2. ACTIONS/DISCUSSIONS

- From the Consent Agenda, the minutes of the June 5, 2018 meeting were approved as presented.
- From the Regular Agenda, Mr. Hoang had no chair's report.
- From the Regular Agenda, Mr. Ford updated the committee on organizational changes including the addition of four new team members (three staff and one fellow). An orientation session was conducted on September 10. Two of the four have started already. One will start later in September and one will start on a part-time basis in October. Efforts continue to hire a manager for the Employer Programs team. Candidates are being reviewed and interviews will be set up in October.
- From the Regular Agenda, Mr. Ford reviewed AB 1912, legislation that addresses JPA pension liabilities. The governor is expected to sign the bill and it will go into effect on January 1, 2019. The legislation will be reviewed with the full board on September 20.
- From the Regular Agenda, Mr. Ford and Ms. Wegener described Measure W which will be on the November 2018 ballot in San Mateo County. The measure would increase the sales tax in the county by 0.5% with the proceeds going towards SamTrans operations (approximately 50%) and other transportation projects in San Mateo County (remaining

50%). The committee did not take a position on the ballot measure but recommended that Mr. Ford include it on the agenda for board consideration on September 20.

- From the Regular Agenda, Mr. Ford described the need for a Passenger Code of Conduct and presented a draft version for consideration by the committee. Several suggestions were made and those suggestions will be incorporated into the final version which will be posted on the agency's web site and made available to passengers and shuttle program participants.
- From the Regular Agenda, Mr. Ford updated the committee on the ongoing issues with driver shortages and service degradation impacting the shuttle program. The problem started in October 2017 and has gotten progressively worse. Many actions are being taken by the vendor to recruit and retain drivers, but thus far those efforts have not been successful. The agency is working with the vendor to promote their employment opportunities. Ridership is decreasing on the impacted routes due to the uncertainty of the first/last mile transportation. Additional meetings with vendor executives are scheduled for September and October.

3. CORRESPONDENCE, NEWS & UPDATES

- None.

4. ADJOURNMENT

- The meeting was adjourned by Chair Hoang at 4:25 pm.