



AGENDA
EXECUTIVE COMMITTEE MEETING
FRIDAY, FEBRUARY 6, 2015, 9:00 A.M.
OMNITRANS METRO FACILITY
1700 WEST 5TH STREET
SAN BERNARDINO, CA 92411

The meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or Limited English Proficiency services are needed in order to participate in the public meeting, requests should be made through the Board Secretary at least three (3) business days prior to the Committee Meeting. The Board Secretary's telephone number is 909-379-7110 (voice) or 909-384-9351 (TTY). If you have comments about items on the agenda or other general concerns and are not able to attend the meeting, please mail them to Omnitrans at 1700 West Fifth Street, San Bernardino, California, Attention Board Secretary. Comments may also be submitted by email to BoardSecretary@omnitrans.org.

THIS MEETING IS AVAILABLE BY TELECONFERENCE AT THE BELOW LISTED LOCATION AND WILL BE CONDUCTED IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(B).

CITY OF CHINO HILLS, 14000 CITY CENTER DRIVE, CHINO HILLS, CA 91709

THIS LOCATION IS ACCESSIBLE TO THE PUBLIC AND MEMBERS OF THE PUBLIC MAY ADDRESS THE COMMITTEE FROM THE TELECONFERENCE LOCATION.

A. CALL TO ORDER

B. ANNOUNCEMENTS/PRESENTATIONS

1. Next Committee Meeting: Friday, March 6, 2015, 9:00 a.m.
Omnitrans Metro Facility

C. COMMUNICATIONS FROM THE PUBLIC

This is the time and place for the general public to address the Board for items that are not on the agenda. In accordance with rules applicable to meetings of the Administrative & Finance Committee, comments on items not on the agenda and on items on the agenda are to be limited to a total of three (3) minutes per individual.

D. POSSIBLE CONFLICT OF INTEREST ISSUES

E. DISCUSSION ITEMS

1. Approve Executive Committee Minutes – January 14, 2015
2. Fiscal Year 2016 Management Plan – Discussion

F. BOARD BUSINESS

There is no Closed Session.

G. REMARKS AND ANNOUNCEMENTS

H. ADJOURNMENT

N/A

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1700 W. Fifth St.
San Bernardino, CA 92411
909-379-7100
www.omnitrans.org

ITEM # E1

**EXECUTIVE COMMITTEE MEETING
MINUTES
JANUARY 14, 2015**

A. CALL TO ORDER

The Executive Committee Meeting was called to order by Chair Alan Wapner at 8:36 a.m., Wednesday, January 14, 2015.

COMMITTEE MEMBERS ATTENDING

Mayor Pro Tem Alan Wapner, Board Chair
Mayor Pro Tem Sam Spagnolo, Vice Chair
Council Member Ed Graham, City of Chino Hills
Council Member Penny Lilburn, City of Highland
Council Member Dick Riddell, City of Yucaipa

OMNITRANS STAFF ATTENDING

P. Scott Graham, CEO/General Manager

LEGAL COUNSEL

Carol Greene

B. ANNOUNCEMENTS/PRESENTATIONS

Next Committee Meeting: Friday, February 6, 2015, 9:00 a.m.
 Omnitrans Metro Facility

C. COMMUNICATIONS FROM THE PUBLIC

There were no communications from the public.

D. POSSIBLE CONFLICT OF INTEREST ISSUES

There were no Conflict of Interest Issues.

E. DISCUSSION ITEMS

1. Approve Executive Committee Minutes – December 5, 2014

M/S (Spagnolo/Graham) that approved the Executive Committee Minutes of December 5, 2014. Member Riddell abstained. Motion was unanimous by remaining Members present.

2. Reschedule July and October Committee Meetings

The Committee rescheduled the July 3 and October 2 Committee meetings due to conflicts with these meeting dates. The July 3rd meeting is rescheduled to Tuesday, July 7, at 9:00 a.m., and the October 2nd meeting is rescheduled to Tuesday, September 29, at 9:00 a.m. Updated appointments will be sent to Committee Members.

3. CAP & Trade Discussion

Board Chair Wapner explained that there are two new CAP and Trade funding programs, one for transportation that includes transit-oriented development (TOD) and housing projects and one for transit only projects.

Dave Sheasby, Senior Legislative Analyst for Chair Wapner, announced that the guidelines for the CAP & Trade funds that were released last week encourage collaboration between cities and transit organizations, and while the pot of money is much smaller this cycle (up to \$8M), it will increase year over year. Chair Wapner said that while some cities are planning to apply for these funds individually, he believes there is a better chance of success if Omnitrans were to collaborate and apply for these funds with the cities along the West Valley Connector Corridor (WVCC) since TOD will be a part of the corridor. He would like to discuss and consider applying for this cycle of funds at next week's West Valley Connector Task Force Meeting, and although maybe not successful this time, we would be ready when the available funding has increased.

CEO/General Manager indicated that Development Planning Manager Anna Jaiswal will work with the cities to coordinate the application process, but added that the WVCC project may not be ready for this first round as permitting requirements must already be cleared.

4. CEO/General Manager Evaluation Process

The Committee discussed the Board's past practice of evaluating the CEO/General Manager by using the 360 evaluation process and the fact that the evaluation questions were not always applicable for a Board evaluating a CEO/GM, as well as their desire to move away from the 360 evaluation and streamline the process to encourage Board participation.

The Committee consensus was that Legal Counsel Carol Greene would prepare a draft evaluation form for input/comment by the Executive Committee. Once approved by the

Executive Committee, the form and proposed process would be presented for approval to the Board of Directors in February 2015. Once approved, Legal Counsel would send the evaluation to the Board Member by email/mail for completion. The responses would be compiled by County Counsel and presented to the Board of Directors during the Closed Session scheduled in March. Once the evaluation is completed, the Board Chair will discuss the results with CEO/General Manager Graham.

F. BOARD BUSINESS

There is no Closed Session item scheduled.

G. REMARKS AND ANNOUNCEMENTS

Chair Wapner spoke on the issue of human trafficking and how most transit agencies are training operators to look for the signs of passengers who may be a victim and how to respond. He would like Omnitrans to develop a program for combatting the issue by incorporating training for Coach Operators and establishing the bus as a 'safe haven' by installing universal signage on all buses. Chair Wapner will provide the name of the non-profit organization that provides the no-cost training so that Omnitrans can begin to develop the program, which should also involve the Sheriff and the District Attorney. The proposed program will be presented to the Operations and Safety Committee, followed by presentation to the Board of Directors.

Chair Wapner reminded Committee Members that a new Vice Chair will be elected to serve a two-year term beginning July 2015 and directed that an announcement be made at the February Board Meeting, inviting those interested to submit a letter of interest.

H. ADJOURNMENT

The Executive Committee adjourned at 9:08 a.m. The next Executive Committee Meeting is scheduled Friday, February 6, 2015, at 9:00 a.m., with location posted on the Omnitrans website and at the Omnitrans San Bernardino Metro Facility.

Prepared by:

Vicki Dennett, Executive Assistant to CEO/General Manager