MINUTES
COMMUTE.ORG
SUPERVISORY COMMITTEE
September 3, 2019
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
                                           Dante Hall, City of Foster City
                                           Christian Hammack, City of Redwood City
                                           Christy Wegener, SamTrans

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

Guests in Attendance: Drew (resident of San Mateo)
                      Justin Yuen, City of Brisbane
                      Jessica Stanfill Mullin, County of San Mateo
                      Nicolle Scott, City of San Carlos

The September 4, 2019 meeting of the Commute.org Supervisory Committee was called to order at 3:08 pm by Vice Chair Chan.

2. ACTIONS/DISCUSSIONS

- From the Consent Agenda, the minutes of the June 4, 2019 meeting were approved with one correction.

- From the Regular Agenda, Mr. Ford updated the committee on openings on the Supervisory and Finance Committee as a result of Ms. Saguisag-Sid’s move to the City of Foster City. Mr. Ford also reported on the interest from several JPA members to provide nominate staff members to serve on the Supervisory Committee. Three potential nominees attended the meeting to meet the other members and see how the meetings are conducted. Mr. Hall inquired about the possibility of adding other agencies to the board or supervisory committee. Mr. Ford explained that the board was limited to elected officials from the JPA members, but the bylaws do allow for outside agencies to serve on
the supervisory committee. Mr. Hall suggested that an agency like WETA would be a good future nominee for the committee.

- Mr. Ford also provided an update on the shuttle program including DNO (“did not operate”) and ridership statistics for the past year. Mr. Ford described how the STAR platform has been used to process the Carpool 2.0 incentive program. Scoop, Waze Carpool and Commute Tracker apps allow registered users to log their carpool trips and earn up to $100 in e-gift cards for carpooling. The program will continue until the end of December or until funds are depleted.

- From the Regular Agenda, Mr. Ford and Mr. Hoang gave a short presentation on the US 101 Deck Replacement project. The project is scheduled for July 2020 and Caltrans is working to get the word out to all impacted parties. The committee watched a short video that Caltrans produced to explain the reason for the project and its possible impact on traffic in the area. All attendees were encouraged to contact Caltrans for follow up presentations as the project gets closer.

- From the Regular Agenda, Mr. Ford reported on the Finance Committee’s recommendation to not adopt a dissolution formula for pension liabilities. The recommendation will be presented to the full board at their September meeting for consideration.

- From the Regular Agenda, Mr. Ford and Ms. Comstock asked for input into what would be helpful for the agency to collect in order to meet the board’s request for Commute.org to serve as the local repository for all things micromobility. Ms. Kleinbaum offered to share the research that the City of San Mateo has already done on this topic. Other members were asked to forward any material they may have on the topic to Kim and her team. Policies, best practices, vendor lists, and sample agreements were all mentioned as data that would be helpful for local agencies to access.

- From the Regular Agenda, Mr. Ford asked the committee for feedback on what role Commute.org should play in regional TDM. The discussion touched on whether Commute.org would expand into policy issues or if it would remain as a provider of TDM programming and shuttle services. The committee agreed that it is the central question for the strategic plan update.

3. CORRESPONDENCE, NEWS & UPDATES

- None.

4. ADJOURNMENT

- The meeting was adjourned by Chair Hoang at 4:30 pm.