

## **June 2023 Executive Director's Report**

### **Projects and Services**

#### Upcoming Community Events

Again this year, Wheels will be participating in the Livermore Rodeo Parade. The parade is set for Saturday June 10 at 10 am in downtown Livermore. We will have both our historic Rideo bus and our Memorial Madden Cruiser as entries in the parade.

The Alameda County Fair starts on Friday June 16 and runs through July 9. We will be operating our Route 52 shuttle from the Dublin/Pleasanton BART Station to the fairgrounds on every day the fair is open. In addition, the Memorial Madden Cruiser will once again be on display during the entire run of the fair. The bus will be on display in the same location as last year, in front of the entrance to the horse track.

#### Wheelchair Securement Training

In an effort to mitigate safety related incidents and improve upon the fundamentals of mobility device securement, staff have implemented a mobility device securement and collision avoidance obstacle course at the Atlantis Yard. As part of this course, Operators are required to navigate multiple obstacles, deploy a wheelchair ramp, and successfully board and secure a mobility device. Operators receive refresher training on the principles of properly securing mobility devices using both three point and four point tie down systems on different types of mobility devices.

### **Finance and Administration**

#### Conferences

Staff attended the California Transit Association (CTA) Legislative Conference in Sacramento May 15-16, 2023. Staff also attended the American Public Transportation Association (APTA) CEO Conference in Houston May 19-20.

This year's APTA Annual Conference, taking place in Orlando, Florida from October 8-11, is also an EXPO featuring vendors from across the industry. Board Members are encouraged to attend.

#### Executive Coaching

Staff have engaged with Insight Strategies, a well-known and highly recommended leadership and coaching consulting firm who will be working with the Executive Team on individualized coaching. Additionally, Insight will conduct a staff assessment in order to identify goals for leadership. The Board will be involved in the Executive Director's coaching and will be looked at to provide feedback on goals and performance.

### Upcoming Procurements

Legal RFP: The LAVTA Contract with our legal counsel Hanson Bridgett is expiring and staff are working to release an RFP in June.

### Attachments:

1. Staff Report Calendar FY23

## LAVTA COMMITTEE ITEMS - June 2023 - October 2023

### Finance & Administration Committee

	Action	Info
<b>June</b>		
Minutes	X	
Treasurers Report	X	
<b>July</b>		
Minutes	X	
Treasurers Report	X	
*Typically July committee meetings are cancelled		
<b>August</b>		
Minutes	X	
Treasurers Report	X	
<b>September</b>		
Minutes	X	
Treasurers Report	X	
<b>October</b>		
Minutes	X	
Treasurers Report	X	
Annual Comprehensive Financial Report (ACFR)	X	
TDA Triennial Audit (last in '19)	X	

# LAVTA COMMITTEE ITEMS - June 2023 - October 2023

## Projects & Services Committee

	Action	Info
<b>June</b>		
Minutes	X	
Wheels In Motion Update		X
Clipper Start Program Extension	X	
<b>July</b>	Action	Info
Minutes	X	
*Typically July committee meetings are cancelled		
<b>August</b>	Action	Info
Minutes	X	
Fixed Route Customer Satisfaction Survey	X	
<b>September</b>	Action	Info
Minutes	X	
<b>October</b>	Action	Info
Minutes	X	
Winter Service Changes (effective February)	X	