Annual Status Report

JANUARY 2022 - DECEMBER 2022

SUBMITTED TO
City and County of San Francisco Planning Department and Commission

SUBMITTED BY
Kimberly B. Martinson, CAE
Chief Executive Officer/Executive Director of TMASF Connects

City and County of San Francisco Planning Department and Commission
Resolution Number 20867 (Commute and Career)

December 2022

Building Our Current and Future Workforce to be Mobile and Competitive
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This report contains a large number of links to supporting documents. Please click on these links for further information.

ABOUT US

TMASF Connects operates from 244 California Street, Suite 204 in San Francisco. We have a staff of four professionals and outsource a number of our functions for IT management, accounting, legal and some creative design. Our staff is professionally accomplished and dedicated to our mission. The TMASF Connects association is managed by senior staff members. The staff of four also feature a full-time Program Director and Creative Designer/Marketing Associate with strong design expertise.

We are governed by an advisory board of directors who are professionals in property management and development. The TMASF Connects Board of Directors are an engaged, committed, and active advisory council who are commercial real estate professionals elected by the membership of the association.
GOVERNANCE

BOARD OF DIRECTORS

Mark V. Buckingham  President
Stacia Keisner  Executive Vice President
Tawni F. Sullivan  Vice President
Amber Brown  Director
Paul C. Richards  Director

Kimberly B. Martinson, CAE  CEO/Executive Director
Jennifer Pollard  Chief Operating Officer
Jeffrey Lee  Program Director
Shirley Lin  Creative Designer/Marketing Associate
Fatima Gomez  Special Projects

STAFF

MEMBER BUILDINGS

*Please click on each member building to learn more

- 275 Battery
- 750 Battery
- 185 Berry (Berry Building)
- 185 Berry (Wharfside)
- 333 Brannan
- 345 Brannan
- 505 Brannan
- 525 Brannan
- 580 California
- 600 California
- 300 Clay (One Maritime Plaza)
- 77 Federal (Ferry Building)
- 201 California
- 345 California
- 100 First
- 22 Fourth
- 50 Fremont (Salesforce West)
- 199 Fremont
- 601 Gateway
- 600 Harrison
- 75 Hawthorne
- 400 Howard
- 405 Howard
- 500 Howard
- 505 Howard
- 875 Howard
- 88 Kearny
- 222 Kearny
- 800 Market
- 799 Market
- 901 Market
- 1155 Market
- 560 Mission
- 535 Mission
- 555 Mission
- 33 New Montgomery
- 250 Montgomery
- 420 Montgomery
- 455 Montgomery
- 505 Montgomery
- 555 Montgomery
- 655 Montgomery
- 235 Pine
- 350 Rhode Island
- 353 Sacramento
- 343 Sansome
- 475 Sansome
- 55 Second
- 101 Second
- 222 Second
- 303 Second
- 501 Second
- 101 Spear (Rincon Center)
- 160 Spear
- 201 Spear
- 345 Spear (Hills Plaza)
- 49 Stevenson
- 71 Stevenson
- 550 Terry Francois
- 665 Third
- 260 Townsend
- 510 Townsend

This report contains a large number of links to supporting documents. Please click on these links for further information.
This introduction is intended to briefly summarize the activities of TMASF Connects
Between January 1st, 2022 and December 31st, 2022

Year-in-Review
The TMASF Connects Board of Directors remain active and committed to the membership. Our board of directors and staff maintained a consistent work and meeting schedule from largely remote locations. All staff members are continuing education and training to remain current with technology, versed in education and infrastructure issues and non-profit management.

The association continues to be funded solely through collection of membership fees. TMASF Connects has never requested nor do we intend to request CCSF funding for our programs. We are pleased to report 100% membership renewal for 2022 as well as the addition of one new member building, 510 Townsend Street. Please consult our membership roster.

This summary offers reports of both the TMASF Connects Commute and Career programs. These reports provide an overview of our efforts and responses to each of the requirements as identified in CCSF Planning Codes 163 for Commute and 164 for Career. These programs work in tandem to focus on trip reduction strategies and to reduce traffic congestion. The Commute program highlights and promotes alternatives to driving alone. The Career program helps San Francisco residents become competitive for local employment opportunities.

This report provides links to materials and information pieces we offered during 2022. Materials produced are categorized by month, click on the title of each individual piece to access it. We also simplified and further refined our website to increase ease of use.

This year, TMASF Connects launched TMASF Connects Interviews..., a video program campaign featuring video interviews with local transportation agencies and other organizations on topics relevant to our membership. The purpose of these informational videos is to highlight the efforts undertaken by transit agencies to offer clean, safe, and efficient alternatives to driving alone. In addition to promoting the use of the public transportation services, we informed commuters about the technical and operational efforts being made to ensure safe commuting.

The video interview series also provided helpful information for people entering or returning to the workforce. We have been anticipating a change from full employment to future trends that will need to address job seeker concerns. We also met with workforce experts in job placement and retention and developed a series of interviews to provide tips and guidance for job seekers and employment retention. Factsheet format was expanded to include data intensive (Infographics) as well as text driven informational pieces and are paired with the interview videos, allowing for a synergy between written and visual content.
We continued participation in the Caltrain Go Pass Donation Program, with 31 commuters from our member buildings now using their system. The Caltrain Go Pass Donation Program allows commuters without limitations anywhere on the system without paying a fare. We expect this program to be expanded into 2023.

TMASF Connects also continued TMASF Connects of the Moment, a quarterly summary that reviews goals and campaigns for that time period relative to CCSF Planning requirements of our program. This is a tool designed primarily to provide a quarterly update for CCSF Planning staff and is also distributed to the membership.

Throughout this report, we provide links to governing documents. These include past commuter behavior surveys conducted by TMASF Connects and previous annual status reports. We also offer links to past CCSF Planning Commission Resolutions that have governed our efforts for more than 30 years. Additionally, we provide links to our calendar of events and materials produced, guide to videos released, and information about the association that is published annually.

The TMASF Connects Board of Directors, membership, and staff thank you for your consideration.
Launched TMASF Connects Interviews..., pairing factsheets and written resources with video interviews of local industry experts.

Released Commuting with BART, featuring BART’s Chief Communications Officer and a BART Transit Ambassador.

Released Commuting with Muni and Commuting with San Francisco Bay Ferry.

Year-End Summary and Annual Status Report
2022 CALENDAR

JANUARY - JUNE

*Please click on each event to learn more information

JANUARY

- COVID-19 ESSENTIAL RESOURCES
- FEDERAL COVID-19 TESTING WEBSITE
- PHISHING 101 FACTSHEET

FEBRUARY

- PHISHING WITH MIKE: FOLLOW UP

MARCH

- UKRAINE GIVING BACK COMMUNITY PAGE

APRIL

- DOLLARS AND CENTS ON TRANSIT
- BART TEASER
- BART INTERVIEW SERIES
- SANITATION
- AIR QUALITY
- Q1 2022 SUMMARY

MAY

- BART INTERVIEW SERIES:
  - REPORTING ISSUES
  - SAFETY
  - PASSENGER EXPERIENCE
- BAY TO BREAKERS

JUNE

- BART INTERVIEW SERIES:
  - AMBASSADOR PROGRAM
- EMERGENCY RESOURCES 2022
- WARRIORS PARADE
- SF PRIDE WEEKEND EVENTS
- ROE V. WADE PROTESTS IN SF
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**2022 CALENDAR**

JULY - DECEMBER
City and County of San Francisco Planning Commission Resolution Number 20867
Submitted on behalf of our members to document representative program efforts undertaken from January 2022 to December 2022
for compliance with City and County of San Francisco Planning Code Section 163

1. Schedule promotion and assistance activities throughout the year, to help keep commute issues in the minds of commuters and to provide ongoing assistance
   COVID-19 impacts, TMASF Connects Interviews…

We continue to develop unique messaging distributed electronically throughout our membership. During 2023, the impacts of COVID-19 continue to dictate electronic distribution of information. This year, TMASF Connects launched Interviews…, a new video program feature, to keep transportation issues on the minds of commuters. Informational interviews were conducted with BART, SFMTA/Muni, Caltrain, Golden Gate Transit, and WETA/San Francisco Bay Ferry. Subjects covered include cleaning procedures, air filtration, enhanced lighting systems, and other amenities to attract commuters back to the transit system. We also continued to provide information to our members about major traffic incidents, as well as any transportation service changes.

Through the series of interview videos, TMASF Connects was able to conduct outreach on a variety of commuter topics. We share this information with both the in-office and remote workforce to remind them of the reliability and ongoing viability of using public transportation services. During 2022, we curated our message development and delivery program to highlight the benefits of using public transportation systems. Infographics* and factsheets were paired with the release of interview videos that created a synergy between written and visual content.

TMASF Connects also had the opportunity to participate in a number of building sponsored events this year. At these events, staff members were able to provide updated transit information for the returning commuter. During 2022 building-sponsored events occurred sporadically and had minimal participation by tenants. As we enter 2023, TMASF Connects will continue to monitor the membership for opportunities to host commute assistance events virtually or in-person, as permitted.

*Infographics are defined as data intensive factsheets
2. Focus activities on education regarding commute options; assistance in selecting and learning to use the most appropriate commute options; and incentives to use the most efficient and appropriate options in the context of building or employee needs

   *TMASF Connects Interviews…, Emergency Resources, Member Communications, Caltrain Go Pass Donation Program*

This year, TMASF Connects completed comprehensive interview series with BART, Muni/SFMTA, Caltrain, Golden Gate Transit, and WETA/San Francisco Bay Ferry, and The Bay Area Air Quality Management District (Air District) encouraging commuters to return to transit and be mindful of the impact their commute choices make. Our emphasis was on current sanitation and safety procedures, and initiatives to welcome commuters back to the system.

TMASF Connects also provided our annual emergency transit materials package to our members electronically. We continue to encourage commuters to understand their transportation alternatives in the event of a disruption to their customary travel patterns. TMASF Connects continues to monitor commuter, member, and transportation opportunities to promote safe and efficient travel when possible.

TMASF Connects continued participated in the *Caltrain Go Pass Donation Program*, with 31 commuters participating. We have detailed this effort in Program Requirement Number Three. TMASF Connects continues to offer and expand educational campaigns to promote telecommuting for both Commute and Career programs.

To encourage commuter participation and viewing of our website, we began an incentive campaign using Warriors tickets as prizes randomly awarded to site visitors. By providing these incentives, we hope to boost site visits, which ultimately will trigger a reconsideration of commute options.

3. Ensure that activities are conducted at a level of effort that will assure contribution to gradual modal shift over time, such that past goals for overall downtown commute patterns, established by the Downtown Plan, may continue to be attained

   *TMASF Connects Communications, Caltrain Go Pass Donation Program*

In June 2022, we released our annual *Emergency Resources* guide, highlighting local transit options and emergency contact information in the event of a power outage or other service disruption. As of this writing, most transportation agencies are no longer providing printed copies of transit materials like schedules and brochures. The *Emergency Resources* guide we developed was designed to be printed but is also available online. Printed copies were also provided to all member buildings.
We continue to issue **TMASF Connects Alerts** and **Spare the Air** announcements as disruptive traffic and transit conditions arise. This year, TMASF Connects distributed more than 60 transit alerts, our highest number since the COVID-19 pandemic began in 2020. Nearly 90% of the alerts were related to transportation agencies, specifically BART, and a little over 10% of transit alerts were about road conditions for drivers inbound to San Francisco.

Our roster of [interview videos](#) attempts to help commuters feel confidence using public transportation and remain aware of carbon footprint implications of commute choices. To date, we have developed 60 plus videos for release with targeted messages to address specific goals of both Commute and Career programs.

The actual building occupancy among members suggests less than 10% of the workforce is on-site as compared with 2020. We have increased the frequency of our messaging through video and factsheets as well as expanded outreach and updated [website](#) offerings.

TMASF Connects provided Go Passes valid for free travel for the 2022 year on the Caltrain system. Our partnership with the [Caltrain Go Pass Donation Program](#) allowed 31 participants access to their transit system. This program is the major campaign being launched by the transit provider to attract new and returning riders to their system. We plan to continue participation in the program as it enters Phase two in 2023. We also continue to promote various [commuter benefits](#), [resources and programs](#)

4. **Develop and implement activities that provide for targeting commute groups in order to produce the most effective marketing and education efforts, and if necessary, the most effective incentives to induce commute pattern change**

    *Building Events, TMASF Connects Interviews…, Tailored COVID-19 Messages*

This year, TMASF Connects participated in a number of building sponsored events that allowed us to target commute groups about their most efficient and appropriate travel options. During 2022, TMASF Connects participated in member building events for the first time since the [COVID-19 pandemic](#) began. TMASF Connects continued to offer targeted messaging to focus on a successful telecommuting or on-site working experience.

[Our theme of safe travel](#) continues to be a cornerstone of our programs. We remain flexible and able to respond to topics as they develop. Our efforts have increased during the past two years and our subjects have covered more community and health related issues as well. That said, our [Commute](#) and [Career](#) programs offer thousands of messages during the year to help remind the workforce and commuters of the many options available to them.
Remote workers remain a key audience of the Commute program. TMASF Connects has targeted our messages to promote the use of public transportation and reminders of the amenities of returning to their office. We began a series of informational interviews on cybersecurity as both remote and on-site work continues. By focusing our campaigns to welcome commuters back to transit, our members can make educated decisions to commute when remote work is not an option. Telecommuting remains a major subject for collaboration between Commute and Career programs.

The changing conditions of commute patterns and career development impacted by COVID-19 require us to keep our efforts fluid. We remain committed to scheduling promotions and assistance activities, as explained in Program Requirement Number One, to assure commuter comfort with trying or returning to public transportation. As we approach 2023, we will continue to review and enhance our message development and delivery options.

5. Monitor program effectiveness and progress at regular intervals

Membership Retention & Expansion, TMASF Connects of the Moment, Continued Commitment

TMASF Connects has defined metrics to measure our performance. These performance measures include member retention, dedicated commitment by board and staff, and program expansion. Additional metrics include the ability to remain privately funded, member involvement and participation, and monitoring website usage measurements. These measurements have all been met during 2022.

TMASF Connects staffing and board of directors’ involvement continue to be stable and strong. During 2022, we were pleased to welcome an additional member building. 510 Townsend, a development by Cushman & Wakefield, joined TMASF Connects in March.

We continue a quarterly communication, TMASF Connects of the Moment, dedicated to summarizing and reviewing goals and campaigns of that respective quarter. This quarterly activity is important for providing a consistent approach to program monitoring.
City and County of San Francisco Planning Commission Resolution Number 20867
Submitted on behalf of our members to document representative program efforts undertaken from January 2022 to December 2022 for compliance with City and County of San Francisco Planning Code Section 164

1. To determine the number and nature of jobs that will become available as a result of added downtown office development

   Remote Work Conditions, Employment Trends Monitoring

TMASF Connects staff continues to monitor job creation data from the SF Chamber of Commerce, Workforce Investment Board, Employment Development Department, and for San Francisco specifically, LinkedIn and other sources within our community and the country. Remote work continues to be the primary trend in our member buildings.

In 2022, we did not experience an influx of new jobs in our membership. We were pleased to welcome one additional member building, 510 Townsend, a 295,000 square foot development by Cushman & Wakefield. 510 Townsend is currently vacant without any leaseholders. As tenants begin residency in the property, we look forward to working with their property management staff to introduce Career program services and promote job opportunities and continued education to its commuters.

We continue to monitor layoffs and the occupancy of our buildings as we enter 2023 and issues surrounding remote hires remain. Whether people are job seeking or already in the workforce, we focus on remaining flexible to be as helpful as possible to the current workforce. TMASF Connects continues to track unemployment and job creation information. The fluidity of numerous workforce locations is a challenge that we continue to address. We will continue to identify additional avenues to create effective programs and promote the availability of jobs in our member buildings.

2. To publicize to San Francisco residents the availability of those jobs

   Outreach, Promotion, & Website, TMASF Connects Interviews..., TMASF Connects of the Moment

TMASF Connects employs social media, website, and direct e-mail member campaigns to publicize the availability of resources and opportunities for employment and workforce development. Our website design makes it easy to navigate and access the plethora of job search resources in our Career section. Many of our buildings continue to see record high vacancies. Based on a current membership-wide survey of building occupancy, we estimate between 10 and 13% of this greatly reduced worker base continue to work in the office sporadically.
This year, TMASF Connects launched Interviews..., a video program feature to augment our written resources. We released a video series about fraudulent job listings and scams in our Phishing with Michael series. This series detailed the jobseeker’s own experiences. The message of this series is intended to give San Francisco residents confidence when job seeking and provide valuable resources if they have concerns about suspicious job opportunities. Through the efforts of our website, interview videos, and other materials, we remind SF residents of legitimate opportunities available to them.

As we enter 2023, we have done informational interviews with a personal stylist and McCall Staffing Services, a local staffing agency, on topics relevant to the job seeker. We plan to launch the new year off with a campaign to help people revitalize their morale and revisit their careers.

These efforts are summarized in TMASF Connects of the Moment, a quarterly communication piece that reviews the program efforts and progress during that timeframe. As local jobs become available and can be promoted, TMASF Connects will continue to promote and publicize these future opportunities.

3. To work with local schools and job training programs to create a labor pool of San Francisco residents qualified to obtain jobs created by added downtown office development

San Francisco Unified School District, Entry to workforce

TMASF Connects continues to work with San Francisco Unified School District (SFUSD). This year, we were pleased to feature their new Superintendent in a multi-part video series. We developed a number of videos with SFUSD and featured their Career Technical Education (CTE) Program. The goal of the videos is to assist students and employers understand what resources are available to them locally, whether they are hiring employees or a workforce participant.

In addition, TMASF Connects also conducted comprehensive interviews with Heartland Payroll Services and Jackson Avenue Advisors. These videos are scheduled to be released next year as students and the incoming workforce begin internships. The purpose of these videos is to help people understand how to read their paycheck & employee benefits and educate about potential retirement options. Other topics focused on seamless transition to and from the workforce. We plan to work with the school district to offer these ideas for graduating students.
We continue to extend an externship with a local college student as she completed her final year of college. She continues to research and develop factsheets in addition to conducting informational interviews for our members with a focus on cybersecurity, job seeking skills, and environmental conservation.

4. **To work with employers in the building to encourage their hiring of qualified San Francisco residents**  
   _Local Job Training and Workforce, Working in an office_

Tenants in TMASF Connects member buildings receive continuous information about the local resources and workforce. These materials and resource guides identify local job training and educational resources. Many civic groups are helping to prepare San Francisco residents to be ready to enter the local workforce.

In 2022, we launched *TMASF Connects Interviews*, our video interview series. As we enter 2023, representative topics include reading a first paycheck, employment benefits and proper dress attire and work etiquette. These ideas are presented to people through our website and by promoting them via our marketing campaigns and potential building events.

Looking ahead, TMASF Connects will continue to promote and showcase local programs that are helping to develop a competitive workforce of San Francisco residents. We are committed to performing additional research and study on who will be hiring and where. TMASF Connects will be on the forefront of collecting information about hiring trends to refine future programs.

5. **To carry out other activities determined by the Department of City Planning, or its designee, to be reasonable and appropriate in meeting the purpose of this requirement**  
   _Association Commitment_

TMASF Connects has a 30-year history of working closely with City and County of San Francisco (CCSF) entities. This partnership is essential to TMASF Connects effectiveness and is important to our organization. Our members remain actively engaged and supportive of our programs. We look forward to expanding and refining our programs.

As jobs become available in our member buildings, we will identify avenues to promote the availability of those jobs to San Francisco residents. We will also review how we could best assist graduating students and those entering the workforce, and equip them with the tools and skills necessary to succeed.
We remain a loyal and committed partner to CCSF and other local groups promoting workforce development, enhanced transportation options and a stronger community. TMASF Connects is committed to and available to working with the Department of City Planning, or its designee, in activities deemed reasonable and appropriate in meeting the purpose of this requirement.
Looking ahead to 2023, TMASF Connects is excited to present a series of informational interviews to help people find work or refine their skillset and get back to work in their offices. We look forward to encouraging people to return to commuting to their offices. We anticipate that in 2023 we will host more building events and create unique videos. Our new streamlined website map is customized for each member building with transit, traffic and local amenities. This feature will be emphasized for tenant attraction and commuter convenience.

We foresee the beginning of a return to an on-site, robust, and well-rounded workforce where people are using public transportation once again. We will continue to provide tools to encourage commuters to use public transit as necessary and help make San Francisco’s local workforce as competitive as possible.

High vacancy rates continue in member buildings. In November 2022, TMASF Connects conducted a membership-wide survey of building occupancy. With more than 80% of all member buildings responding, we estimate that between 10 and 13% of the pre-COVID tenant population is currently working on-site. This survey indicates that we do not reach a threshold of 30,000 people in the buildings on any given day. As of this writing, conducting a credible, realistic or accurate survey of travel behavior appears to be highly unlikely for 2023.

Continuing efforts from 2022 will include our TMASF Connects Interviews... video feature and participation in the Caltrain Go Pass Donation Program as Caltrain enters Phase Two of the program. In 2023, we will continue expanding programs and video content to encourage confidence in using the public transportation systems and reminder campaigns about the viability of using alternatives to driving alone.

We remain committed to using membership fees to fund our programs and do not anticipate any request for public funding or assistance. The TMASF Connects programs have been 100% privately funded since 1991. We are a committed partner to the CCSF Planning Department.

We continue to work with CCSF Planning and other entities as needed or possible. We share common civic goals and commitments for expanded local employment and reduced reliance on single occupant commute trips.

Creative measures will continue to be researched, refined, and implemented as we move forward.