

**Summary Minutes
Operations & Scheduling Committee
Friday, May 1, 8:15 a.m.**

Due to COVID-19, this meeting was conducted as a teleconference pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20.

Directors: Dave Hudson, Robert Storer, Kevin Wilk

Staff: Rick Ramacier, Bill Churchill, Ruby Horta, Rashida Kamara, Melody Reebbs,
Madeline Chun, Erick Chung

Public: None

Call to Order: Meeting called to order at 8:15 a.m. by Director Storer.

1. Approval of Agenda

The Committee approved the agenda.

2. Public Communication

None

3. Approval of Minutes of March 6, 2020

The Committee approved the minutes.

4. Fixed-Route Operations COVID-19 Update

Ms. Reebbs provided an update on fixed-route operations, including service levels and ridership, in light of COVID-19 and the shelter-at-home order. Staff began making service reductions in late March based on a hierarchy that ranks runs based on ridership and meeting essential needs. Immediately following the shelter-at-home order, ridership fell 70% and is now down 85% to about 2,000 daily passengers. Ms. Reebbs informed the Committee that staff is currently evaluating potential changes for the Fall bid. Mr. Ramacier added that as things begin to reopen, social distancing will become more difficult to accommodate, particularly with school trippers. Director Hudson suggested looking to other sectors of the transportation industry such as airlines that will be faced with similar issues. Mr. Ramacier noted that the CDC and FTA have drafted a set of guidelines that staff and legal counsel will be reviewing.

5. Paratransit Operations Report COVID-19 Update

Ms. Kamara provided an update on paratransit operations since the shelter-at-home order took effect. Ridership has since dropped 80%. As a result, staff has partnered with various community organizations to deliver meals, assist with the relocation of individuals who are homeless, and provide essential medical trips. Director Storer asked whether any media

outlets have picked up the story regarding meal delivery. Mr. Ramacier responded that he had been working with staff at MTC to develop a story that would also include similar efforts by other transit operators across the region, but that the story has not been picked up yet.

6. Monthly Reports

Ms. Reeb reported that fixed-route ridership was up in February compared to the previous year, and productivity was just under the agency's target of 17 passengers per hour. She also noted that Clipper usage continues to increase and reached 77% of passengers in February. Ms. Kamara reported that in January and February, paratransit met both its on-time performance and productivity targets for the first time in several years. She also noted that they received over 400 5-star ratings through the My Transit app.

7. Committee Comments

Director Hudson expressed concern about the availability of funding for BART bus bridges and asked that the Committee be kept informed of any developments. He also noted that the TRAFFIX program will likely be facing similar issues when schools resume in the fall and that transportation should be a driving factor in deciding how schools will reopen. Mr. Ramacier agreed and said that one of the potential models being discussed is having student attend school on alternate days of the week, which could likely be accommodated with existing resources. However, another model, in which students attend school either in the morning or afternoon, would be very difficult to accommodate as it would essentially require twice as much service.

Director Wilk said that the City of Walnut Creek expects a decline in revenues from its downtown parking fund, which helps fund Route 4, and that there has been discussion about how long the City will continue to not enforce parking meters.

8. Future Agenda Items

None.

9. Next Scheduled Meeting

The next meeting was scheduled for June 5th at 8:15 a.m. at 3338 Mt. Diablo Blvd.

10. Adjournment – The meeting was adjourned at 9:07 a.m.

Minutes prepared and submitted by: Melody Reeb, Manager of Planning