

**Summary Minutes  
Operations & Scheduling Committee  
Friday, June 5, 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, Kevin Wilk

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

**Public:** None

**Call to Order:** Meeting called to order at 8:20 a.m. by Director Wilk.

**1. Approval of Agenda**

The Committee approved the agenda.

**2. Public Communication**

None

**3. Approval of Minutes of May 1, 2020**

The Committee approved the minutes.

**4. Fixed-Route Operations COVID-19 Update**

Ms. Reebbs provided an update on fixed-route operations in light of COVID-19. Staff has begun restoring service as operators have returned to work, and ridership has started to slowly climb back up as some of the shelter-in-place restrictions have been lifted. Staff continues to evaluate potential changes for the Fall bid. Mr. Ramacier added that staff has been working with the County on school coordination and reopening, as well as social distancing guidelines.

**5. Paratransit Operations Report COVID-19 Update**

Ms. Kamara provided an update on paratransit operations since the shelter-in-place order took effect. Staff has continued and grown their partnerships with community organizations to deliver meals and provide transportation. There has been a slight increase in paratransit ridership as the County has started to reopen.

**6. Monthly Reports**

Ms. Reebbs reported that fixed-route ridership was down 25% in March and 82% in April, largely due to the shelter-in-place order. She also noted that prior to going fare-free, Clipper usage in March continued to increase and reached 78% of passengers. Director

Wilk asked how staff plans to accommodate future demand as things reopen. Ms. Reeb responded that staff has been closely monitoring ridership and will be adding capacity where needed.

Ms. Kamara reported that in March, paratransit ridership was down almost 50%. Also, as staff began transporting only one passenger at a time for enhanced safety, productivity has been negatively impacted.

#### **7. Committee Comments**

Director Hudson asked staff to look at the Intermodal Facility in San Ramon to assess where electric vehicle charging could be installed.

Director Wilk asked how staff is kept informed of street closures and other potential impacts due to protests. Mr. Ramacier responded that the jurisdictions have been in communication with staff and providing assistance to operations when needed.

#### **8. Future Agenda Items**

None.

#### **9. Next Scheduled Meeting**

The next meeting was scheduled for July 10<sup>th</sup> at 8:15 a.m. at 3338 Mt. Diablo Blvd.

#### **10. Adjournment** – The meeting was adjourned at 8:55 a.m.

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