

# County Connection

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## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

September 16, 2021

#### CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Keith Haydon called the regular meeting of the Board of Directors to order at 9:00 a.m. Board Members present were Directors Andersen, Hudson, Schroder, Sos, Tatzin, Wilk and Worth. Directors Hoffmeister and Storer arrived after the meeting convened. Directors Noack was absent.

Staff: Ramacier, Chun, Glenn, Churchill, Glenn, Hill, Horta, Kamara, Martinez, McCarthy, Mitchell, Rees and Rettig

**PUBLIC COMMENT:** None

Director Hoffmeister arrived at 9:03 a.m.

#### CONSENT CALENDAR

**MOTION:** Director Tatzin moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of July 15, 2021; (b) CCCTA Investment Policy-Quarterly Reporting Requirement; (c) Resolution 2022-004, FY2022 Annual Adjustment to Cafeteria Amounts for Non-Represented Employees ; (d) Resolution No. 2022-003, Grant Application for FY21-22 SB 1 State of Good Repair Funds. Director Hudson seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Tatzin, Wilk and Worth  
No: None  
Abstain: Director Sos  
Absent: Directors Noack and Storer

#### REPORT OF CHAIR:

Discuss format (in-person/teleconference) of future public meetings. Potential action

Legal Counsel Madeline Chun explained that two bills have passed the State Legislature, AB361 and AB339, to allow teleconferenced public meetings to continue as long as we are in a state of emergency and social distancing guidelines remain in place. The board discussed various options and the timing for resuming in person meetings. Staff will look into a hybrid option where those that want to meet in person can, but the zoom availability will still be an option. As time goes on, we will continue to revisit this subject and keep the board members informed.

Director Storer arrived.

Report of Nominating Committee for Election of CCCTA Officers

Chair Haydon informed the Board that as is customary, the Nominating Committee, consisting of himself, and the last two Board Chairs, Director Andersen and Director Noack, have met, and nominate the officers for the next year as follows: Dave Hudson as Chair, Amy Worth as Vice Chair and Don Tatzin as Secretary. As there were no other nominations, Chair Haydon closed the nominations and called for a vote.

#### Election of CCCTA Officers

MOTION: Director Wilk moved the recommendation of the Nominating Committee, that made the following nominations, Dave Hudson as Chair, Amy Worth as Vice Chair and Don Tatzin as Secretary. Director Hudson seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Sos, Storer, Tatzin, Wilk and Worth  
No: None  
Abstain: None  
Absent: Director Noack

After sharing his reflections on the past year, Chair Haydon passed the gavel to incoming Chair Hudson. Various members expressed their appreciation to Director Haydon for his leadership. Chair Hudson then announced the appointment of board members to the standing committees.

#### 2021-2022 Committee Assignments

##### Administrative & Finance Committee

Keith Haydon  
Laura Hoffmeister  
Sue Noack

##### Marketing, Planning & Legislative Committee

Candace Andersen  
Rob Schroder  
Kevin Wilk  
Amy Worth

##### Operations & Scheduling Committee

Renata Sos  
Robert Storer  
Don Tatzin

#### **REPORT OF GENERAL MANAGER:**

##### COVID-19 Update

Rick Ramacier stated that staff is exploring the options for returning to work in person, or on a hybrid basis. The current vaccination rate of CCCTA employees is 76%, but the aim is to get to 80% in the next few months. We are looking into developing our own vaccine mandate, to require that employees either be vaccinated or get COVID-19 tested once a week. We are still in talks about this with the unions and will report back at a later date.

##### Brief report on 2021 State Legislative Session

Rick Ramacier informed the Board that SB674, a bill that gives bidding preference to local companies, has now been held over until next year. AB 917 is a bill that will allow transit operators to use cameras at transit stops and transit only lanes to use against cars that are illegally parked.

#### Opportunity to visit GoMentum autonomous vehicle test site in Concord

Rick Ramacier informed the board that if board members are interested in taking a tour of the "Glideways" pilot project at the GoMentum facility, to please contact Lathina or himself to arrange a tour.

#### Update on Current Service and Schools

Bill Churchill informed the board that ridership is increasing but we are experiencing a shortage of drivers. We are looking at different strategies to attract new drivers to CCCTA. We will continue to update the board as more information is available.

### **REPORT OF STANDING COMMITTEES**

#### **Administrative & Finance Committee**

##### Upgrade and Installation of Generator

Director Tatzin introduced the item and turned the meeting over to Scott Mitchell. He explained that the current generator has provided County Connection with many years of service; however, it is only 50KW, which no longer meets the demands of the Administration building. The new unit will be 175KW and will provide adequate power for the Administration and Paratransit buildings. Contra Costa County has designated the Authority as an Emergency Operations Center (EOC) for responding to disasters both within the county and regionally as well if needed. It is imperative to have a stable continuous power source to remain in operation in the event of a disaster and the loss of power to the grid. Staff has determined the most cost effective solution that guarantees a long-term stable source of electricity is a diesel powered generator.

MOTION: Director Tatzin moved to adopt Resolution No. 2022-005 authorizing the General Manager to enter into a contract with Day's Generator Service Inc. for the upgrade and installation of a new generator, in an amount not to exceed \$217, 789. Director Worth seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Sos, Storer, Tatzin, Wilk and Worth

No: None

Abstain: None

Absent: Director Noack

##### San Ramon Valley Unified School District Transition Program-Midday Free Request

Ruby Horta explained that County Connection staff was contacted by the San Ramon Valley Unified School District staff with the request to have the Midday Free Program extended to students in their transition program. The transition program is located at Del Amigo High School in Danville. School District staff indicates students access County Connection services daily to travel to Alamo, Walnut Creek, Danville and San Ramon. The program at Del Amigo High School serves approximately 49 students and 20 staff.

The A&F Committee and staff recommend authorization to extend the Midday Free Program to the students/staff of the San Ramon Valley Unified School District Transition Program. Staff will develop a policy to address future requests for the Midday Free Program

MOTION: Director Tatzin moved adoption of Resolution No. 2022-006 extending the Midday Free Program to the San Ramon Valley Unified School District’s Transition Program. Director Andersen seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Sos, Storer, Tatzin, Wilk and Worth  
No: None  
Abstain: None  
Absent: Director Noack

### Clipper START & Youth Fare Pilot Extension

Ruby Horta stated that the current Clipper START pilot is set to expire in January 2022. However, due to the COVID-19 pandemic and its impact on transit demand and ridership, MTC approved an 18-month extension of the pilot until June 30, 2023. The extension will allow additional time for ridership to recover and provide a more complete dataset for program evaluation. It will also coincide with the timing and rollout of the next-generation Clipper system, which increases the policy and design options for implementing any program changes as a result of the pilot. Staff originally estimated revenue losses of \$120,000 for the youth fare discount and \$328,000 for the Clipper START discount during the one-year pilot based on pre-COVID ridership levels. When accounting for subsidies from MTC, the total net loss was estimated to be \$308,000 for both programs combined. Over the first six months of the pilot, revenue losses based on actual usage have been \$804 for the youth fare discount and \$341 for the Clipper START discount. MTC will be reimbursing \$171 for the Clipper START program, so net revenue losses to date have been \$975.

MOTION: Director Tatzin moved adoption of Resolution No. 2022-007, an 18-month extension of the Clipper START and Youth Fare discount pilot programs through June 30, 2023. Director Sos seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Sos, Storer, Tatzin, Wilk and Worth  
No: None  
Abstain: None  
Absent: Director Noack

### **Marketing, Planning & Legislative Committee**

#### Return to Transit Outreach Efforts

Ruby Horta gave a brief background by stating that County Connection’s fixed route and paratransit services were deemed essential since the beginning of the pandemic. One aspect of our operation that was required to be closed to the public was the front lobby. The front lobby has been closed to the public since March 2020 due to the risk factors at the time and its nature of being indoors. As restrictions were lifted for outdoor activities, staff decided to pilot the initiative of a “mobile lobby” before considering opening the front lobby to the public. Additionally, customer service staff attended various back-to-school events to disseminate information about the 600 series and the Pass2Class available to students. These efforts were achieved by shifting existing customer service staff to better serve the public.

Over the summer, the Metropolitan Transportation Commission worked with the 27 Bay Area operators to create a marketing campaign welcoming riders back to transit. The “All Aboard” campaign was launched in early August and is being promoted by all transit agencies. Additionally, County Connection joined BART in their efforts to incentivize transit ridership during the month of September. BART is offering 50% off fares on Clipper and County Connection will offer free rides on all its services. Other neighboring agencies, including WestCAT,

TriDelta and Wheels, have joined the effort and will also offer free rides in September. We will continue to keep update the board as changes occur.

### Operations & Scheduling Committee

#### FY2021 Fixed Route Performance Report

Melody Reeb explained that County Connection temporarily implemented rear-door boarding and stopped collecting fares starting in March 2020 to allow for social distancing. All boardings from the start of the fiscal year up until November 1st when fare collection resumed were counted as free rides. Stimulus funds were used to replace lost revenue. This is expected to continue into FY 2022 as ridership and fare revenue remain low.

After fare collection resumed on November 1st, Clipper usage was close to pre-pandemic levels with an average of 74.5% of fares being paid with Clipper. Two discount programs were launched on Clipper in January 2021, including one regional program – Clipper START – for low-income adults and a local Youth Clipper fare, both of which provide a 20% discount off the adult single-ride Clipper fare and are an additional incentive for riders to use Clipper.

#### FY2021 Paratransit Performance Report Update

Rashida Kamara explained that the beginning of the fiscal year found Paratransit Service down 80% due to the COVID-19 pandemic. The previous three months included a statewide lock down issued by the Governor of California, social distancing of no less than six feet and mandatory face coverings. Some of the other challenges we faced included a significant reduction in revenue as a result of not collecting fares, amending the Transdev's contract in order to ensure the retention of drivers, transporting one passenger at a time, and finding new ways to service the community.

In order to service the community safely, we continued to receive on-going training from the County Health Department on the effects of COVID-19 in the workplace and our personal lives. Vigilance was needed to ensure staff and drivers continued to stay safe. Passengers were encouraged to be diligent in reporting positive cases to County Connection, so drivers may quarantine safely due to possible exposure.

Although Paratransit was and continues to remain our core service, the ability to pivot quickly during the year has enabled County Connection to serve the community on multiple necessary levels. Staff budgeted \$7.4M for the Paratransit but came in at about \$6.2M or 15% under budget due to COVID-19. Paratransit did not resume collecting fares till November 2020, as a result revenue also remained low. County Connection was a recipient of CARES ACT funding and used such funds to maintain paratransit trips, purchase PPE's, maintain certain driver levels and provide alternative services related to the COVID-19 pandemic.

### **Report from the Advisory Committee**

#### Appointment of Marjorie McWee to Advisory Committee Representing Contra Costa County

MOTION: Director Andersen moved approval of the Appointment of Marjorie McWee to Advisory Committee Representing Contra Costa County. Director Storer seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Sos, Storer, Tatzin, Wilk and Worth  
No: None  
Abstain: None  
Absent: Director Noack

Appointment of Richard Campagna to Advisory Committee Representing the Town of Danville

MOTION: Director Andersen moved approval of the Appointment of Richard Campagna to Advisory Committee Representing the Town of Danville. Director Storer seconded the motion, and it received the following vote of approval

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Sos, Storer, Tatzin, Wilk and Worth  
No: None  
Abstain: None  
Absent: Director Noack

**BOARD COMMUNICATION:** None

**CLOSED SESSION:**

Conference with Labor Negotiator (pursuant to Government code Section 54957.6)  
Employee Organization: Teamsters Union, Local 856

The Board of Directors went into closed session at 10:30 a.m.

**OPEN SESSION:**

The Board of Directors came back into open session at 10:41 a.m.

MOTION: Director Haydon moved approval to Ratify Memorandum of Understanding with Teamsters, Local 856. County Connection will extend the current contract to 9/30/2023 with a 3% wage increase on 10/1/2021 and another 3% increase on 10/1/2022, provided that specified conditions are satisfied. Director Storer seconded the motion, and it received the following vote of approval.

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Sos, Storer, Tatzin, Wilk and Worth  
No: None  
Abstain: None  
Absent: Director Noack

**ADJOURNMENT:** Chair Haydon adjourned the regular Board meeting at 10:44 am.

Minutes prepared by



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Lathina Hill  
Assistant to the General Manager

Date: October 11, 2021