

**Summary Minutes
Operations & Scheduling Committee
Friday, June 3, 8:15 a.m.**

Due to COVID-19, this meeting was conducted as a teleconference pursuant to the provisions of Assembly Bill 361.

Directors: Robert Storer, Don Tatzin, Candace Andersen

Staff: Bill Churchill, Ruby Horta, Rashida Kamara, Amber Johnson, Melody Reeb, Pranjal Dixit,
Rosa Noya

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 May 6, 2022

The Committee approved the minutes.

4. Consolidation of CCCTA/LAVTA Paratransit RFP Update

Ms. Kamara informed that after the extensive negotiations with Transdev and LAVTA, an agreement had been reached which amounts to approximately 15% above the current contract. Ms. Johnson explained that the cost increase was due to overall cost increase, proposed staffing changes and wage increases. Mr. Churchill informed that the cost decrease from the initial proposal would not result in lower operational activity. Director Tatzin asked if the cost for the contract accounted for any significant increase/decrease in inflation in the next four years. Ms. Kamara responded that the agreed contract allows contractor to propose any changes in cases which result in large impact on the service like Pandemic or increase in fuel costs. In response to Director Tatzin's question about revenue due to state/federal stimulus, Ms. Johnson agreed that currently those funds are being used to alleviate the costs and Ms. Horta noted that CCCTA would benefit from the new IJ allocation which would increase ADA revenue from \$1.2 million to \$1.8 million. Mr. Churchill proposed a modification to present this as two resolutions with one being for the awarding of contract to Transdev and the other being the Memorandum of Understanding with LAVTA. The committee agreed to forward a recommendation to the Board to move forward with the awarding of contract to Transdev and MOU with LAVTA.

5. Revised On-Time Performance Reporting

Mr. Dixit informed that the current on time performance measurements do not account for early departures and highlighted how early departures result in inconveniences like missed connection and longer wait times, which are similar to inconveniences caused when the bus is late. He informed that

starting with the new fiscal year in July, buses departing a timepoint more than one minute earlier than scheduled would be denoted as early and not on time. He noted that this would result in lower on time performance but would provide valuable information to design future service changes to improve service reliability.

6. Monthly Reports

Mr. Dixit informed that the ridership for April 2022 was lower compared to March in line with the seasonal trend with schools being closed for Spring Break and Easter. He noted that the weekday ridership was up 70% compared to previous year, however, it was still down 45% compared to pre-pandemic levels. He also noted that the missed trip percentage has been trending down but was still above the threshold of 0.25%. In response to Director Storer's question about estimated timeline for ridership reaching pre-pandemic levels, Ms. Horta mentioned that it would be a challenge since County Connection is not able to increase service due to operator shortage.

Ms. Noya informed the committee that the ridership for April 2022 was lower compared to March due to abovementioned seasonal holidays, and was still around 40% below pre-pandemic level. She also noted that on time performance went down slightly but was still above the standard threshold and productivity increased to 1.48 passengers/revenue hour but was below the threshold of 2 passenger/revenue hour. Ms. Noya also mentioned that efforts were underway with Transdev to launch beta testing to allow paratransit rides to book the trips through the MyTransit App in the coming weeks. Additionally, Ms. Noya informed that a celebratory luncheon was scheduled on May 26th, 2022, to honor the LINK paratransit staff in recognition for being named the "Outstanding Paratransit Program of the Year" by CalACT.

7. Committee Comments

Director Andersen informed that Covid cases were rising in Contra Costa County and recommended wearing of masks although county-wide mask mandate is not being enforced.

8. Future Agenda Items

Director Storer recommended to hear about any updates regarding solar and charging infrastructure installation in the Bus Yard.

9. Next Scheduled Meeting

The next meeting was scheduled for July 1st at 8:15 a.m. via teleconference.

10. Adjournment – The meeting was adjourned at 8:51 a.m.

Minutes prepared and submitted by: Pranjali Dixit, Manager of Planning