

**Summary Minutes
Operations & Scheduling Committee
Friday, September 2, 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, Candace Andersen, *Don Tatzin (absent)*

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

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 July 1, 2022

The Committee approved the minutes.

4. Fiscal Year 2022 Fixed-Route Performance Report

Mr. Dixit informed that the ridership in FY 22 grew by 61% compared to FY 21 due to various factors like slowdown in new Covid cases, schools/businesses reopening, regionwide fare promotions, relaxing of mask mandates and service changes to improve connections with BART. He also informed that operator shortage continued to be a challenge throughout FY 22 which was reflected in the rise in missed trips. Ms. Melody responded to Director Storer's question about fare promotions that the Summer Youth Pass was run again this year, Pass2Class program for students was being run between August and September and will be followed with Free fare month in October. Mr. Churchill recommended including the report in the consent calendar.

5. Fiscal Year 2022 Paratransit Performance Report

Ms. Rashida informed that Paratransit was trending higher and CARES Act funding were used for LAVTA Pilot Program, One Seat Pilot extension. Additionally, County Connection went through the joint RFP process with LAVTA to consolidate paratransit services. The Paratransit operations expenses came in under the budgeted \$6.4 million but higher FY 21. Ms. Rashida mentioned that passengers seemed to be getting comfortable sharing trips on the vehicle.

6. Lamorinda Spirit Van Program Software Support

Ms. Rashida informed that during the COVID-19 pandemic, many non-profit agencies like Meals on Wheels, Choice in Aging, and the Lamorinda Spirit Van Program (Lamorinda Spirit) found themselves without the fundamental resources to continue operations. County connection provided the software support to help with scheduling, tracking and reporting of their service. Mr. Churchill responded to Director Candace's question regarding ability to let non-profits use our software, that the current contract is based on the volume of trips scheduled and the Lamorinda Spirit Van trips are low enough to be supported by our current software agreement.

7. Purchase of WAVE Inductive Chargers

Mr. Mitchell informed that the two EFACEC battery chargers are no longer supported by the manufacturer and wants to replace with the two 50 kW WAVE inductive chargers like the ones installed at Walnut Creek BART station at the total cost of \$370,000. The cost would be paid through the Low or No-Emission (Low-No) Bus Program Grant received in 2018. He also informed that an approval for construction bid for installation of the chargers will be presented to the committee at a future date. The committee agreed to forward the request to the Board to adopt a resolution authorizing the General Manager to release a purchase order to WAVE Inc. for the purchase of the WAVE system with a price not to exceed \$370,000.

8. Monthly Reports

Mr. Dixit informed that generally ridership in June and July are seasonably low, however, the ridership was up 27-28% on a year over year basis. He also noted that a new methodology was adopted to calculate on time performance in July wherein the buses are considered on time if they are no earlier than a minute early and no later than five minutes at timepoints. He also informed that missed trips were low and Clipper usage was higher.

Ms. Noya informed that ridership in June was slightly lower compared to previous months in line with the seasonal trend. The productivity numbers lower in June, however the overall trend has been rising. Staff also informed that on time performance was trending lower as passenger volumes have increased and was also reflected in the complaints regarding timeliness. Additionally, she also mentioned that fuel costs were higher in response to the rise in overall gas prices across the nation. Staff added that fuel trends are taken into consideration while budgeting for fuel and a cushion is built into it to ride through price surges.

9. Committee Comments

None.

10. Future Agenda Items

None.

11. Next Scheduled Meeting

The next meeting was scheduled for October 7th at 8:15 a.m. via teleconference.

12. Adjournment – The meeting was adjourned at 8:49 a.m.

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