

**Summary Minutes
Operations & Scheduling Committee
Wednesday, March 1, 8:00 am**

Directors: Renata Sos

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

Public: None

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

1. Approval of Agenda

The Committee approved the agenda.

2. Public Communication

None.

3. Approval of Minutes of February 3, 2023

The Committee approved the minutes.

4. LCTOP Service Change Proposal

Mr. Dixit provided an update on the proposed changes on Route 99X which includes changing the alignment to partially use Highway 4 while still serving the existing high usage stops, improving connections with Amtrak and consolidation of trips from Route 27. He further informed that due to the proposed elimination of Route 27 and realignment affecting more than 25% of transit revenue miles, a Service Equity analysis along with a subsequent public hearing will need to be conducted under the Title VI regulation. He also informed that the route would continue to be funded by LCTOP funds.

Mr. Dixit responded to Director Sos's question about Title VI by explaining that if the results of the Title VI Service Equity analysis show a disparate impact, the staff will need to either provide a strong justification for the change or develop alternate proposal which includes service to affected population. Mr. Churchill and Ms. Horta provided additional information regarding the design of existing Route 27 and the impact of two newly identified disadvantaged communities on funding eligibility.

Director Sos approved the staff's request for authorization to proceed with the public hearing process for proposed changes to Route 99X and the elimination of Route 27.

5. Approval of Multi-Jurisdictional Hazard Mitigation Plan

Mr. Mitchell informed the committee that with County Connection's input, MTC developed the "2021 MTC Multi-Jurisdictional Hazard Mitigation Plan" and was adopted by MTC on September 9, 2022. He informed that the plan fulfills the mitigation planning process requirements for MTC and eight partner transit agencies that do not have a separate FEMA-approved plan. He informed with the adoption of this plan County Connection will be able to apply for FEMA Grant funding in the case of a natural disaster such as wildfires, floods, landslides and other earthquake related hazards like ground shaking, liquefaction, land sliding, fault surface rupture, and tsunamis. He informed that two areas of improvements were identified – a need for back up generator, which has been completed and awaiting permits to operate it, and the northern fencing which is scheduled to be completed in 6 to 8 months.

Mr. Churchill provided clarification that although the County is required to develop their own Hazard Mitigation Plan, it only encapsulated various cities and not necessarily transit agencies, which is why MTC developed its own plan with the input from various transit agencies in the region.

Director Sos approved the staff's request to forward the plan to the Board for approval at the March Board Meeting.

6. Monthly Reports

Mr. Dixit reported that fixed route ridership slightly grew in January keeping in line with the seasonal trend. He informed that the ridership grew by about 40% on a year over year basis, however, it continues to lag compared to pre-covid levels partly due to the lower level of service stemming from operator shortage. Mr. Churchill further explained that the ridership growth is coming from local ridership while express route ridership continues to lag. He further expressed concerns about BART's budget shortfall and its effect on surrounding transit agencies and provided an update on the operator recruitment challenges.

Ms. Noya informed the Committee that similar to fixed routes, ridership increased slightly, however, productivity dipped to 1.44 which is below the threshold of 1.5 passengers per revenue hour. Ms. Kamara further explained that when rescue vehicles are used to cover trips or when larger vehicle are used during lower trip volume times, it can negatively impact the productivity. Ms. Noya also reported that on-time performance ticked up to 81%, however, was still lower than the threshold of 92% and that staff is looking for locations across the service area to conduct driver training and eligibility interviews.

7. Committee Comments

None

8. Future Agenda Items

None

9. Next Scheduled Meeting

The next meeting was scheduled for April 5th at 8:00 am at Supervisor Andersen Office located at 3338 Mt. Diablo Blvd, Lafayette, CA

10. Adjournment – The meeting was adjourned at 8:53 a.m.

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