

County Connection

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CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

December 21, 2023

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Vice Chair Kevin Wilk called the regular meeting of the Board of Directors to order at 9:00 a.m. Board Members present were Directors Andersen, Diaz, Hoffmeister, Hudson, Noack, Schroder, Sos and Worth. Directors Storer and Tatzin were absent.

The Board was notified that Director Hoffmeister would be participating remotely for just cause, pursuant to California Government Code Section 54953.

Staff: Churchill, Witt, Brewer, Dixit, Glenn, Hill, Horta, Johnson, Jones, Martinez, Mitchell, Noya, Rees and Sanderson

PUBLIC COMMUNICATION: None

CONSENT CALENDAR

MOTION: Director Noack moved approval of the Consent Calendar, consisting of the following item: Approval of Minutes of Regular Meeting of November 16, 2023. Director Sos seconded the motion, and it received the following vote of approval:

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

REPORT OF CHAIR: None

REPORT OF GENERAL MANAGER:

Introduction of CCCTA's new Director of Human Resources, Dawud Brewer

General Manager Bill Churchill introduced County Connection's new Director of Human Resources, Dawud Brewer, to the Board.

State Legislative Update

Bill Churchill, General Manager, reminded the Board that there was a lot of activity in the last month regarding the Senate Select Group, the Fiscal Cliff and Innovative Projects. Nothing has been decided on or voted on yet, but he will continue to provide the Board with updates.

MTC/Regional Network Management (RNM) Update and Regional Network Management Council Update

Bill Churchill, General Manager, informed the Board that there has been some discussion on consolidation of BART and Caltrain, as well as the other transit agencies in the Bay Area. The main focus is how County Connection can become more efficient in order to fulfill the needs of its customers. Director Noack is on the MTC Commission, so she will keep County Connection's interests in mind and keep the Board abreast of new items that may come up.

REPORT OF STANDING COMMITTEES

Administrative & Finance Committee

Fiscal Year 2023 Financial Report and Audited Financial Statements

Amber Johnson, Chief Financial Officer, explained that the auditors identified a deficiency considered to be a material weakness while reviewing the Authority's Schedule of Expenditures of Federal Awards (SEFA). They noted that the initial preparation of the SEFA did not include certain accrued expenditures for the period ending June 30, 2023. Upon identification of this omission, the SEFA was properly updated, and the deficiency was resolved. Staff has modified its procedures around the SEFA preparation to ensure this situation does not occur again in the future.

As a result of routine adjustments to the financial statements during the audit, the quarterly income statement has been revised. The summary of significant changes are a decrease of \$1.1 million in STA funds recognized during the fiscal year due to a misstatement of prior year accrual of this revenue, reduction in fringe benefit costs by \$818 thousand due to year-end adjustments required by GASB from OPEB and pension valuations, and year-end accrual reduction to workers compensation reserves and an increase in insurance costs by \$168 thousand due to year-end accrual increase to general liability reserves.

MOTION: Director Noack moved acceptance of the amended quarterly income statement and approval of the audited financial statements for the year-ended June 30. Director Hudson seconded the motion, and it received the following vote of approval:

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

Marketing, Planning and Legislative Committee

Consideration of Multi-Operator Joint Procurement of State & Federal Lobbyist Services

Bill Churchill, General Manager, informed the Board that County Connection, the Livermore Amador Valley Transit Authority (LAVTA), Tri Delta, and WestCAT staff have been considering a joint procurement for state and federal lobbyist services to help ensure the respective agency's future success. Staff from each of the agencies will be exploring with their Boards the potential value in obtaining lobbyist services as well the potential for a joint operator procurement.

The MP&L Committee and staff engaged in a robust discussion regarding the relative merits of obtaining the services of a lobbyist with particular consideration for a multi-operator collaborative contracting approach. Given the myriad challenges faced by the East Bay transit operators, it was concluded there was significant potential value in seeking lobbyist to help navigate a path forward.

Staff have evaluated contracts across other similarly sized agencies for state and federal lobbyist services, and the annual expense ranges from \$130,000 to \$155,000. One consideration for a multi-agency procurement is the potential to realize savings through economies of scale as well as through multi-operator coalition style meetings with regulators and elected officials, ultimately reducing the total number of meetings needed.

The MP&L Committee and staff recommend moving forward with a joint procurement of state and federal lobbying services with LAVTA, Tri Delta, and Westcat for a one-year trial period. Staff would consult with legal counsel to develop a joint operator contract methodology and bring it back to the Board for final approval.

Operations & Scheduling Committee

I-680 Express Bus & Hydrogen Fueling Station Update

Melody Reeb, Director of Planning, explained that in March 2022, the Contra Costa Transportation Authority (CCTA), in partnership with County Connection and LAVTA, submitted a grant application to the Transit and Intercity Rail Capital Program (TIRCP) for a zero-emission express bus service along the I-680 corridor between the Martinez Amtrak Station and Dublin/Pleasanton BART. Of the \$124 million funding request, the project was awarded about \$36 million for the purchase of six hydrogen fuel-cell buses (FCEBs), construction of hydrogen fueling stations and maintenance infrastructure at both County Connection and LAVTA's facilities, as well as construction of a shared mobility hub in San Ramon. The award also includes funds for developing the Integrated Transit Plan (ITP), which is currently underway, and for Transit Bus on Shoulder (TBOS) training and testing at GoMentum station.

Of the \$36 million, approximately \$13 million is targeted at the construction of hydrogen fueling stations and maintenance infrastructure, which amount will be split 50/50 between County Connection and LAVTA. However, the source of funds for this component of the project will be federal instead of state, which requires an 11.47% local match as well as environmental clearance under the National Environmental Policy Act (NEPA). County Connection staff is planning to install a skid-mounted fueling station within the existing bus yard, which minimizes the need for construction and provides flexibility for future fleet purchases. Upgrades will also be made to the maintenance facility to provide the safety features necessary to work on hydrogen buses such as sensors and ventilation.

County Connection will be responsible for the local match of \$853,966 for the hydrogen fueling and maintenance infrastructure. Staff is planning to use Transportation Development Act (TDA) capital funds for the local match, which will be included in future years' budgets. This was an information only item.

Spring Bid Update

Pranjal Dixit, Manager of Planning, explained that the Spring bid will be implemented on January 14, 2024 to be consistent with regional coordination efforts to align signup calendars so that schedule changes occur at or around the same time across the Bay Area's transit operators including BART. Historically, the Spring bid has started in February, and staff met with the Amalgamated Transit Union (ATU) representatives, who agreed to the January date. Because of the longer duration of the Spring bid, which will be in place until June, staff agreed to the ATU's request to have operators rebid midway through the 6-month signup. The Spring Bid will include several service adjustments. Along with an analysis of current schedule and ridership levels, these changes were guided by passenger input, operator suggestions and maximizing efficiency of resource usage. The changes will include shifting of 97X trips in the AM to improve connections with other routes at San Ramon Transit Center, schedule and runtime changes on Route 321 to improve on-time performance and changing the circulation of Route 7 at Pleasant Hill BART based on operator suggestion to improve on-time performance. This was an information item only.

Choice in Aging MOU Extension and Resolution No. 2024-010

John Sanderson, Director of ADA & Specialized Services, gave a brief background on the item stating that in January 2022, following a nearly two-year hiatus due to the pandemic, the Board again approved a demonstration pilot project as County Connection staff worked with Choice in Aging (CiA) staff to reopen and identify new passengers. The new pilot also included a same-day booking option for the first time, enabling qualified program participants to book same-day trips to CiA using SilverRide. This same-day option was intended to eliminate unforeseen no-shows to the CiA day program and gave other clients the opportunity to benefit from the program by reducing or eliminating unused program placements.

Staff continue to review the progress of the project. On-time performance has been sustained above 90%, while no-shows due to late rides have significantly decreased. As a result, the growth and the success of the pilot project calls for continued support from County Connection. With the nationwide labor shortage of commercial drivers facing traditional paratransit services, the partnership with CiA and SilverRide has been beneficial for all.

County Connection budgeted \$300,000 for FY 23, anticipating the program would ramp up this summer and operate for a full year. The subset of passengers using the SilverRide service has been slower to return than other paratransit passengers resulting in a significant drop in expected expenses. Staff now projects the program expense at not-to-exceed \$250,000 through September 2024 with an average trip cost of \$36.95, per CiA's agreement with SilverRide.

MOTION: Director Wilk moved adoption of resolution No. 2024-010, authorizing the General Manager to enter a new one-year MOU with CiA enabling CiA to extend their contract with SilverRide. Director Noack seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Diaz, Hoffmeister, Hudson, Noack, Schroder, Sos, Wilk and Worth

No: None

Abstain: None

Absent: Directors Storer and Tatzin

Report from the Advisory Committee

Re-Appointment of Ian McLaughlin to Advisory Committee Representing City of Walnut Creek

John Sanderson, Director of ADA & Specialized Services, informed the Board that on November 14, 2023, the City of Walnut Creek reappointed Ian McLaughlin to serve on County Connection's Advisory Committee as the primary member representing the City of Walnut Creek. This appointment will expire March 2, 2026.

MOTION: Director Wilk moved approval of the reappointment of Ian McLaughlin to serve on County Connection's Advisory Committee as the primary member representing the City of Walnut Creek through March 2, 2026. Director Noack seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Diaz, Hoffmeister, Hudson, Noack, Schroder, Sos, Wilk and Worth

No: None

Abstain: None

Absent: Directors Storer and Tatzin

Ian McLaughlin, Chair of the Advisory Committee, will give an update from the Advisory Committee

Ian McLaughlin gave a brief update on the Advisory Committee's last meeting and explained that even in its current composition with numerous vacancies, this year's appointments have brought valuable new energy and

experience to the Advisory Committee, which is well positioned to assume a more impactful role in County Connection governance. The Advisory Committees respectfully seeks guidance from the Board about how the Advisory Committee can be most useful in the process and whether it can establish more systematized avenues for feedback and collaboration. Earlier this year, General Manager Churchill suggested a joint Board/Advisory Committee meeting in the future, and this issue was raised for discussion during the July 11 Advisory Committee meeting. All committee members in attendance supported the idea, and a joint meeting could provide Advisory Committee members with valuable insight into the type of work done by the Board and would also be a natural opportunity for the Board to provide Advisory Committee members with guidance about how it can best inform the governance process.

BOARD COMMUNICATION: None

ADJOURNMENT: Vice Chair Wilk adjourned the regular Board meeting at 10:15 am.

Minutes prepared by:

Lathina Hill

Asst to the General Manager/Clerk to the Board of Directors

Date: January 4, 2024