

# The County Connection

2477 Arnold Industrial Way Concord, CA 94520-5326 (925) 676-7500 www.cccta.org

## BOARD OF DIRECTORS

### MEETING AGENDA

Thursday, November 18, 2010

9:00 a.m.

CCCTA Paratransit Facility Board Room  
2477 Arnold Industrial Way  
Concord, California

The CCCTA Board of Directors may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

1. Call to Order/Pledge of Allegiance
2. Roll Call/Confirm Quorum
3. Public Communication
4. Consent Calendar
  - a. Approval of Minutes of Regular Meeting of October 21, 2010\*
5. Report of Chair
6. Report of General Manager
  - a. Recognition of Employees with 20 Years of Service
  - b. Recognition of Departing Employee
  - c. Minor Changes to Route 98X
  - d. Potential Impact of the Election on Transit

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\*Enclosure

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Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

7. Advisory Committee Reports
  - a. Citizens Advisory Committee
  - b. Accessible Services Committee

8. Board Communication

Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to committee or staff for information, or requesting a report (on any matter) be made at another meeting.

9. Closed Session

- a. Conference with Labor Negotiator  
Pursuant to Government Code Section 54957.6  
Designated Negotiator: Pat Glenn, Esq.  
-Amalgamated Transit Union, Local 1605
- b. Conference with Labor Negotiator  
Pursuant to Government Code Section 54957.6  
Designated Negotiator: Pat Glenn, Esq.  
-Automotive Machinists Lodge No. 1173

10. Open Session

- a. Report on Action(s) Taken Regarding Negotiations with the Amalgamated Transit Union, Local 1605
- b. Consideration of Offer from the Automotive Machinists Lodge No. 1173

11. Adjournment

## General Information

Public Comment: Each person wishing to address the CCCTA Board of Directors is requested to complete a Speakers Card for submittal to the Clerk of the Board before the meeting convenes or the applicable agenda item is discussed. Persons who address the Board are also asked to furnish a copy of any written statement to the Clerk.

Persons who wish to speak on matters set for Public Hearings will be heard when the Chair calls for comments from the public. After individuals have spoken, the Public Hearing is closed and the matter is subject to discussion and action by the Board.

A period of thirty (30) minutes has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Board. Each individual will be allotted three minutes, which may be extended at the discretion of the Board Chair.

Consent Items: All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board Member or a member of the public prior to when the Board votes on the motion to adopt.

Availability of Public Records: All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at [www.CCCTA.org](http://www.CCCTA.org).

Accessible Public Meetings: Upon request, CCCTA will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service so that it is received by CCCTA at least 48 hours before the meeting convenes. Requests should be sent to the Board Clerk, Janet Madrigal, at 2477 Arnold Industrial Way, Concord, CA 94520 or [madrigal@cccta.org](mailto:madrigal@cccta.org).

Shuttle Service: With 24-hour notice, a CCCTA LINK shuttle can be available at the North Concord BART station for individuals who want to attend the Board meetings. To arrange for the shuttle service, please call Mary Walker at 925/680-2068, no later than 24 hours prior to the start of the meeting.

### Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, December 16, 9:00 a.m., CCCTA Board Room
Accessible Services:	Friday, December 3, 9:00 a.m., CCCTA Board Room
Administration & Finance:	Tuesday, December 7, 9:30 a.m., Pleasant Hill City Offices
Citizens Advisory:	The Committee will not meet in December 2010.
Marketing, Planning & Legislative:	Thursday, December 2, 8:30 a.m., Walnut Creek City Offices
Operations & Scheduling:	Friday, December 3, 10:00 a.m., Supervisor Uilkema's Lafayette Office

**Please contact CCCTA at 925/676-1976 to verify date, time and location prior to attending a meeting. The agenda is posted on CCCTA's Website ([www.CCCTA.org](http://www.CCCTA.org)) and at the CCCTA Administrative Offices, 2477 Arnold Industrial Way, Concord, California**

# The County Connection

2477 Arnold Industrial Way Concord, CA 94520-5326 (925) 676-7500 www.cccta.org

Agenda Item No. 4.a.

## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

October 21, 2010

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

Chair Hudson called the meeting to order at 9:00 a.m. Board Members present were Directors Horn, Manning, Mitchoff, Schroder, Simmons, Stepper, Uilkema and Worth. Directors Dessayer and Hoffmeister were absent.

Staff: Ramacier, Chun, Aguilar, Burdick, Casenave, Churchill, Dominguez, Madrigal, Mitchell, Muzzini and Woody

Guests: Gwen Stitzell (CAC representative for the City of Pleasant Hill), Sandra Smith (ASC representative for the City of Lafayette)

**PUBLIC COMMUNICATION:** There were no comments from the public.

#### CONSENT CALENDAR

**MOTION:** Director Manning moved approval of the Consent Calendar, consisting of Approval of Minutes of Regular Meeting of September 16, 2010. Director Stepper seconded the motion and it was approved.

Aye: Directors Horn, Hudson, Manning, Mitchoff, Schroder, Simmons, Stepper, Uilkema and Worth

No: None

Abstain: None

Absent: Directors Dessayer and Hoffmeister

#### REPORT OF CHAIR

Chair Hudson said the opening of the Diablo Valley College Transit Center went well and he anticipates a similar facility may be considered for other college campuses in our service area.

Chair Hudson reported on some new software displayed at the APTA 2010 Annual Meeting that is being developed for buses. He felt that informing people electronically may be the way of the future. The APTA Annual Meeting was held in San Antonio, Texas where bike lids are used to store bikes in a covered and locked container, which may be useful for local jurisdictions.

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Chair Hudson presented a plaque of appreciation to Director Uilkema for her service as Chair of the CCCTA Board of Directors this past year. He commended her for her ability to conduct meetings in an orderly and calm way and to reach solutions. Rick Ramacier, General Manager, thanked Director Uilkema for stepping up and agreeing to be Chair to fill the vacancy when Chair-elect Mike Shimansky passed. He said that Director Uilkema put in the necessary time, she was always there when needed, and she wedged this additional duty into her very busy schedule.

## **REPORT OF GENERAL MANAGER**

### **Recognition of Employees of the 2<sup>nd</sup> Quarter 2010**

Mr. Ramacier recognized the Employees of the 2nd Quarter 2010 and presented those in attendance with certificates of appreciation.

- Administration: Loretta Draper, Assistant Facility Supervisor
- Maintenance: Glen Edlund, Mechanic V
- Transportation: Patria Aguilar and Leroy Dominguez, Transit Operators

Director Worth thanked the Transit Operators for all they do to serve our riders and the community. She said her friend uses the bus frequently and identified the buses as rolling communities where the Transit Operators and riders provide mutual support. She appreciates the role the Transit Operators play in creating that sense of community and knowing that someone cares about the riders.

### **Recognition of Departing Employees**

Mr. Ramacier recognized Hilda Luoma, Executive Secretary, for her many years of service with CCCTA. Director Uilkema noted that Ms. Luoma's son, David, passed recently. She asked the Chair to adjourn the meeting today in his memory.

### **Ratify Acceptance of Teamsters' Proposal to Forego Wage Increase Scheduled to Take Effect as of October 1, 2010**

Mr. Ramacier asked the Board to ratify acceptance of the proposal from the Teamsters Union, Local 856, AFL-CIO, Transit Supervisors, to forego a wage increase scheduled to take effect on October 1, 2010. This is their second voluntary one-year freeze, which means their wages have been frozen for two years as a part of our financial plan. The Teamsters Union representative sent a letter offering the voluntary wage freeze and the CCCTA Board Chair thanked them for their offer.

**MOTION:** Director Uilkema made a motion to ratify acceptance of the proposal from the Teamsters Union to forego a wage increase scheduled to take effect on October 1, 2010. The motion was seconded by Director Manning, and it was approved.

Aye: Directors Horn, Hudson, Manning, Mitchoff, Schroder, Simmons, Stepper, Uilkema and Worth  
No: None  
Abstain: None  
Absent: Directors Dessayer and Hoffmeister

Director Mitchoff asked staff to extend the Board's appreciation to the Teamsters Union for their leadership and setting a standard for other labor organizations to achieve.

### **Report on APTA 2010 Annual Meeting**

Mr. Ramacier noted that San Antonio, Texas, is the seventh largest city in the nation. It has no rail service, is doing all of its transit by bus, and it seems to be doing fine without an expensive rail system. At the APTA Annual Meeting, there was a lot of discussion on the upcoming election and what that would mean for transit. Generally, it will be harder after the election to get a

transportation bill through if it has increased funding. The only reauthorization bill is in the House. It was passed over a year ago and is stalled. There is no reauthorization bill in the Senate. He supports a reauthorization bill because it is a stable and predictable funding source.

Mr. Ramacier reported on an update to the 2006 proposed rulemaking on the Americans with Disabilities Act (ADA) that would greatly expand the rights of people and could have profound impacts on CCCTA's operations and budgets. Comments on the proposed rule were received by the Federal Transit Administration (FTA), but a final rule has not been issued by FTA. In August 2010, FTA declared the proposed rule to be a significant proposal which means it must go through intensive economic analysis. When that is accomplished, it is anticipated FTA will find that the proposal will cost transit millions of dollars annually.

## **REPORT OF STANDING COMMITTEES**

### **Administration & Finance Committee**

#### Restructuring the Advisory Committees

Director Manning introduced this topic by stating that the A&F Committee recommends combining the Citizens Advisory Committee (CAC) and the Accessible Services Committee (ASC) into one committee. They see this restructuring as a cost savings due to the amount of CCCTA staff time required to coordinate the two committees and because 37% of the total positions are open. Members of both committees oppose this; they want to stay as separate committees because they feel they have separate agendas. The A&F Committee recommends the committees be combined and that they meet every other month.

Sandra Smith, Vice Chair of the ASC, spoke on behalf of the unanimous decision of the ASC against combining the ASC with the CAC. Her arguments are summarized as follows. The ASC consists of people who use paratransit or people who represent those who do. It represents the very essence of the ADA and was formed as a result of the ADA. The ASC believe it will lose its autonomy if it is combined with the CAC. People with disabilities have a difficult time being heard. Their voices will be lost when combined with a larger committee that has much larger concerns of general fixed-route issues. Right now, the ASC meets and brings to CCCTA staff what is right or wrong about the system. They have the staff's full attention during which they advise the ASC how issues are resolved. Another problem with combining the two committees is the time of the meetings. The ASC feels that meetings in the early evening will deny them the attention of the LINK management staff. Also, the meetings will be much longer. As of now, both committees meet for 1-1/2 to 2 hours. ASC members expressed concern for longer meetings, and some members cannot meet in the evenings. ASC members recognize that CCCTA staff is stretched very thin, so they came to the conclusion that they can meet every other month. This accommodation would put less stress on staff. The ASC plays an important role in the lives of persons with disabilities, and that role should not be minimized. The ASC and the CAC are two separate entities and each has its own role.

Director Manning stated that both committees meet monthly and the proposal is to grandfather individuals on both committees into the combined committee. As they retire, there would be one representative from each jurisdiction. The A&F Committee did not discuss how a Chair would be selected for a combined committee. Director Schroder reported that the City of Martinez combined three committees into one committee. This resulted in a broader committee where members became aware of and addressed more issues and there was less overlapping of issues. He indicated that the combined committee worked well for them.

Director Simmons asked if the A&F Committee discussed a mechanism for assurance that there is adequate representation from the paratransit community on a combined committee. Director Manning responded that both committees would be represented on the combined committee and the A&F Committee does not know what the future holds. He noted that it has been difficult for the City of Clayton to fill its position on the ASC. He acknowledged that the time of the meeting may be a problem and daytime meetings may be better for a combined committee.

Director Worth recognized that jurisdictions are consolidating committees for financial reasons and to integrate ideas. She felt it was important to have the meetings at a time when members can attend and key staff is available. She inquired if there was a structure for setting up the goals, objectives and work plan for the new committee. She felt that there are different issues and topics that are discussed by the two committees today, and she wanted those issues to continue to be addressed within the new structure.

Director Stepper reported that the Town of Danville representative on the ASC favored combining the committees because there will be input from both sides when they look at the issues, they do impact each other, and there is a lot of overlap. If timing is an issue, she suggesting having ADA issues early on the agenda. Because there is so much overlap with citizen input, she felt it would not be a real issue to combine the committees as long as there is a sensitivity to that as well as all the other issues about leadership and timing.

Director Mitchoff thought the Board should postpone this item and send it back to the A&F Committee so they can respond to the questions and comments voiced today. She recommended that the A&F Committee consider having the ASC and CAC continue to meet monthly, but one month is for the ASC and the other month is for the CAC, and having them look at timing and their goals and objectives. She felt the ASC has a specific charge and CCCTA may need that forum for them to have a voice.

Director Uilkema stated that CCCTA has two different and mature advisory committees. If the Board decides to consolidate the two committees or to move in that direction, she prefers having the ASC and CAC come back with a recommendation of how it might work for them. She offered her Martinez or Lafayette office as a possible meeting location. She feels CCCTA has two good advisory committees and she wants to preserve that so CCCTA always gets that perspective from them.

In summary, Chair Hudson stated that the Board would like to give direction to the A&F Committee to continue to explore the concept of moving to a consolidated committee, review their goals and objectives, determine if it will be cost effective, determine if there is a potential for improving service, and review the two options of having the committees meet together or separately every other month in a positive manner where CCCTA is not losing committee members and their input.

Director Horn stated that the ADA legal requirements are very important and have to be covered in that analysis. Madeline Chun, Legal Counsel, stated that, while there is a requirement for some mechanism for public participation and input, there is very broad latitude under the ADA about how that would be done. While there has been a tradition that the transit operators have these advisory committees, it is not mandated. Exploring alternatives and seeing how the public participation process can be more effective and efficient is within the prerogative of the agency.

Mr. Ramacier said he supports integration of the fixed-route and paratransit services. When improvements are made to fixed-route service, it helps the entire community use transit. It is good for smart growth, commuters, students, and individuals with disabilities. These issues need to be discussed in an integrated fashion. He stated that, regardless of the time of the meeting, the LINK will serve it and CCCTA will make sure it is fully accessible and fully served with LINK service. From a staff perspective, daytime meetings are better but if the group as a whole decides they want to meet at night that will be fully accommodated.

Director Worth commented on her experience that a consolidated committee increased synergy when it is done with sensitivity and priority of making sure the messages are heard from all segments. She felt it would be helpful for the A&F Committee, the two advisory committees, and staff to come up with a collective recommendation. Chair Hudson noted there was consensus to have the A&F Committee explore this option further and bring it back to the Board.

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

### CCCTA Website Introduction

Director Simmons introduced this item and then asked Mary Burdick, Manager of Marketing, to review changes made to the CCCTA website. Ms. Burdick advised staff has been working on updating the website for the last couple of months with the goal of making it more user friendly and integrating some dynamic and interactive features. What is presented today will exemplify what has been done. Changes include a meeting calendar, photographs of staff and the Board, links to the schedules and maps, and accounts for Facebook and Twitter. She further advised that CCCTA is now able to get very detailed information about who is using the website and how they are using it. During the last thirty days, there were 27,000 unique viewers and they are going to an average of 3.78 pages. The pages for fares and schedules receive the most hits, and the top routes are 6, 9, and 18. Director Mitchoff complimented CCCTA staff on the work they are doing on the website.

## **ADVISORY COMMITTEE REPORTS**

### **Citizens Advisory Committee**

Gwen Stitzell said the CAC feels merging the two committees is like mixing apples with oranges. They understand the need to cut costs, and they think the Board can save money by cutting their meetings from twelve to six per year. They suggested having one committee meet on the even months and the other committee meet on the odd month. In that way, there will be no structural changes within the two committees but the cost for staff administration is cut in half. She asked the Board to consider this. Pointing out an opportunity for interaction between the two committees, Chair Hudson asked the A&F Committee to consider a yearly joint meeting of the committees.

**Accessible Services Committee:** There was no additional report from the ASC.

## **BOARD COMMUNICATION**

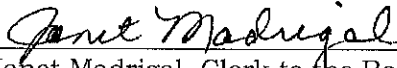
Director Manning asked if there was enough bandwidth in the Board room so Board members and staff can use computers rather than paper documents.

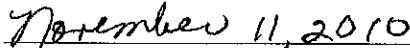
Chair Hudson reported on his experience on a bus driven by an operator from the Lamorinda School Bus Program who identified points of interest and restaurants to the passengers. He noted that the concept of a community on wheels offers the potential of saving a tree when a notice is placed on the Internet and made available on a screen installed on a bus.

## **ADJOURNMENT**

Chair Hudson adjourned the regular meeting at 10:05 a.m. in memory of David Luoma who passed on September 7, 2010.

Minutes prepared by

  
Janet Madrigal, Clerk to the Board

  
Date