

SUMMARY MINUTES
OPERATIONS & SCHEDULING (O&S) COMMITTEE
3338 Mt. Diablo Boulevard, Lafayette, CA
Meeting of Friday, October 1st, 2010, @ 9:00 a.m.

Directors in Attendance: Director Horn, Director Schroder, Director Uilkema
Staff: Scott Mitchell
Guests: Collette O'Keefe
CAC:
Call to Order: Meeting called to order at 9:00 a.m. by Director Horn

1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** Ms. O'Keefe asked that the 98X not be eliminated and stated how important that service is for those going to the County Hospital.
3. **Approval of O&S Summary Minutes for October 1, 2010:** Minutes were approved.
4. **Maintenance:** None.
5. **Planning and Scheduling:**
 - a) **Route #98X Service Change Recommendation:** Mr. Mitchell presented staff's recommendation to reduce service hours while continuing to provide 45 minute headways all day long. This combined with a revised fare collection methodology should work to increase the farebox recovery ratio by March 2011. The service change is less than 25% therefore no Board action will be required. The Committee asked that a report to the Board be made for information.
 - b) **Year End Fixed Route Report:** Statistics for FY 2009-10 fixed route system were presented. The Committee spent some time discussing deadhead and brought up the idea of a remote parking/maintenance location that could be provided through a contract with LAVTA.
6. **Paratransit and Accessible Services:** None
7. **Staff Reports**
 - a. **Fixed Route Reports – September 2010:** The reports were reviewed and discussed.
 - b. **LINK Monthly Reports – September 2010:** The reports were reviewed.
8. **Committee Comments:** Committee members discussed our great performance on miles between roadcalls and asked that Mr. Mitchell give the mechanics pizza on behalf of the committee. The asked that staff research an award for maintenance that might be given by APTA. Ms. Uilkema stated that her office had not received any LINK complaints.
9. **Future Agenda Items:** Route 98X and 25 maps and schedules (before and after), APTA award for maintenance.
10. **Next Scheduled Meeting:** The next meeting is scheduled for: **December 3, 2010 at 10:00 a.m.** at 3338 Mt. Diablo Boulevard in Lafayette.
11. **Adjournment:** The meeting was adjourned at 10:30 am

Minutes prepared and submitted by:

Anne Muzzini
Director of Planning and Marketing

Date