

**SUMMARY MINUTES**  
**OPERATIONS & SCHEDULING (O&S) COMMITTEE**  
3338 Mt. Diablo Boulevard, Lafayette, CA  
Meeting of Friday, December 3rd, 2010, @ 10:00 a.m.

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**Directors in Attendance:** Director Horn, Director Schroder, Director Uilkema  
**Staff:** Rick Ramacier, Bill Churchill  
**Guests:** Collette O’Keefe, Ralph Hoffman  
**CAC:**  
**Call to Order:** Meeting called to order at 10:00 a.m. by Director Horn

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1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** Ms. O’Keefe and Mr. Hoffman voices their support for continuing the 98X.
3. **Approval of O&S Summary Minutes for November 5, 2010:** Minutes were approved.
4. **Maintenance:** None.
5. **Planning and Scheduling:**
  - a) Presentation of Route #98X and #25 Schedules and Maps: The Committee reviewed the changes to the Route #98X and #25 to be implemented at the Winter bid change December 26<sup>th</sup>.
  - b) Deadhead analysis: Mr. Ramacier presented information on deadhead hours by fiscal year, and by route. The inherent high level of deadhead for school service was discussed.
6. **Paratransit and Accessible Services:** The Committee asked for a presentation on the status of the paratransit system at the next meeting.
7. **Staff Reports**
  - a. Fixed Route Reports – October 2010: The reports were reviewed and discussed.
  - b. LINK Monthly Reports – October 2010: The reports were reviewed.
8. **Committee Comments:**
9. **Future Agenda Items:** Presentation on Paratransit Service
10. **Next Scheduled Meeting:** The next meetings are scheduled for: **January 7<sup>th</sup> and February 9<sup>th</sup>, 2011 at 9:00 a.m.** at 3338 Mt. Diablo Boulevard in Lafayette.
11. **Adjournment:** The meeting was adjourned at 11:00 am

Minutes prepared and submitted by:

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Anne Muzzini  
Director of Planning and Marketing

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Date