

ADMINISTRATIVE OFFICES
2477 Arnold Industrial Way
Concord, CA 94520-5326
(925) 676-1976
(Fax) (925) 687-3247



SUMMARY MINUTES

Central Contra Costa Transit Authority (CCCTA)
ACCESSIBLE SERVICES COMMITTEE (ASC)
CCCTA Administrative Offices – **Board Room, Paratransit Building**
2477 Arnold Industrial Way, Concord, CA 94520

Meeting of December 2, 2010

In Attendance: Eileen Vonk, Sandra Smith, David Loyd, Phil Reed, Connie Whiting,
Sue Littlehale, Maureen Murphy, Sarah Vital, Dan Dumas

Absent: None

Guests: Robert Greenwood (LINK)

Staff Present: Mary Burdick and Anne Muzzini

Call to Order: 9:00 a.m.

1. **Approval of Agenda Items:** The agenda was approved as presented.
2. **Approval of Minutes:** The minutes of the October 22, 2010 meeting were approved.
3. **Public Comment and/or Communication:** None
4. **Staff Reports:**
 - a. **ADA Certification and Recertification Report(s)** – The Committee accepted the report, but pointed out that the year designated in the title read FY2009 and needs to be updated.
 - b. **LINK Monthly Operating Summary** – Total passengers in October 2010 were down slightly over passengers October 2009, and the overall trend of YTD declines in several performance measurements (riders, hours, miles, revenue, etc.) continues. The relationship between No Shows the increase in Same Day Trips was discussed.
 - c. **ADA Related Customer Service Reports** – Sandra Smith reported that there were no ADA related complaints in October or November.
 - d. **Driver Appreciation Program** – The November winner was Jeff Marquez.
 - e. **Ramp Events** – The October report was accepted by the Committee. Staff identified the areas served by the routes with the highest number of lift deployments – Rt. 20, 28, 10, 16, 9, and 11.
5. **Accessible Services Committee Issues:**
 - a. **Status of ASC Representation** – Representatives are needed for the Town of Moraga and the City of Clayton.
 - b. **Appointments/Reappointments** – None

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c. **Weekday vs. Weekend LINK Service** - At the October meeting the Committee asked LINK staff to investigate the number of eligible trips on weekdays that become ineligible on weekends due to the reduced level of service on weekends. Robert Greenwood with LINK reported that there are, on average, about 40 fewer trips on the weekends as a result of the more restricted service area. Anne Muzzini commented however, that clients with weekend subscription trips prior to the service changes affecting LINK service, were to continue to have weekend service. Sandra Smith suggested the committee review the lack of LINK service in the San Ramon Valley. It was pointed out however, that CCCTA does exceed ADA requirements by providing service within 1 ½ miles from fixed route rather than ¾ mile, and the reason there is a lack of LINK service on weekends in the San Ramon Valley is that there is a lack of fixed-route service on the weekends.

d. **Combined Committees**– Anne Muzzini addressed the Committee to receive final comments on the topic of possibly combining the Citizens Advisory Committee and the Accessible Services Committee, and if they were to combine, what might that combined committee structure look like. Ms. Muzzini prefaced her comments with the assurance from the General Manager, that regardless of when or where the meetings took place, LINK staff would be in attendance, and LINK service would be available to members needing transportation to and from the meeting.

Many comments mirrored those presented at the October meeting of the Board of Directors. All members repeated their argument that both groups represent different audiences, and that the ASC was formed for the purpose of assisting CCCTA through the process of ADA compliance, and being the eyes of the ADA community to assure compliance is maintained. They all felt strongly that maintaining their autonomy was more important than the frequency of the meetings.

Phil Reed commented that he saw no benefit to combining to two committees. If the intent is to eventually have one representative from each jurisdiction, well informed of both fixed-route and ADA issues, recruitment will be more difficult than the present. Sarah Vital suggested that she had no problem with CAC members at the same meeting, as long as the intensity remained with ADA issues. She questioned why if both committees agree to cut meetings in half, isn't this enough?

6. **Committee Discussion:** Sarah Vital suggested she may need to step down as Chair as her attendance may be impacted by some personal issues. The committee assured her that this was not necessary at this time. If she is unable to attend the Vice Chair fill her position.

Accessible Services Committee
Sarah Vital, Chairperson
Mary Burdick, Staff Liason

7. **Future Agenda Items:** Phil Reed asked what was happening with the Mobility Management project funded through Measure J. Anne Muzzini reported that staff at both CCCTA and with the County who were working on this project have left, but that an update will be forthcoming.
8. **Next Scheduled Meeting: January 28, 2011**
9. **Adjournment:** The meeting was adjourned at 10:20 a.m.

Minutes prepared by:

Mary Burdick

1/18/11
Date