

Citizen's Advisory Committee

Summary Minutes

Meeting of March 15, 2011

The meeting was called to order at 6:35 PM.

Citizens Advisory Members present were, Charles Evans, Jan Kunz, Charles Hogel, Harvey Riggs, Luke Lucas and Gwen Stitzell.

County Connection (CCCTA) Staff present: Mary Burdick

Guests: Ralph Hoffmann

Approval of Agenda

The agenda was approved.

Approval of the Minutes of November 2, 2010

The minutes were accepted.

Public Comment

Ralph Hoffmann addressed the Committee explaining his reliance on both fixed-route and paratransit service, commenting that he came to the meeting using fixed-route transit. Mr. Hoffmann commented on the recent disaster in Japan and speculates that the California power plants may be shut down. He commented on MTC, ABAG, and the BAAQMD all moving into the same headquarter building as a possible sign of a pending merge. Finally he commented on a book he is reading, Understanding Islam that highlights many misconceptions of

Restructuring the Advisory Committees

Harvey Riggs attended the February Board of Directors meeting where the Board voted to combine the two Committees. He expressed his disappointment that the staff report only highlighted the absences, without any mention of the contributions that the Committees have made during difficult times. Mr. Riggs stated that absences are not the fault of the Committee as staff is limited to the nature of recruiting, and the jurisdictions are ultimately responsible for recommending people to fill vacant seats.

Mary Burdick reported that as a result of the Board action, the General Manager would like to see the two committees schedule a meeting that he can attend, suggesting three dates. Several members reported that they had either already submitted resignation letters to their city clerks, or intended to do so. Those members include Harvey Riggs, Beverli Marshall, Charles Hogel, Charles Evans, and Gwen Stitzell. Remaining members were polled to determine which date would work best with their schedules.

Fixed-Route Ridership Reports

Ridership reports were presented for January and February 2011. Ms. Burdick reported that CCCTA is beginning to see a slight increase in ridership that is most likely attributable to the increasing gas prices.

CCCTA Board and Committee Reports

Ms. Burdick reported that the primary work taking place with the A&F Committee is centering on the FY2011 budget, and contract negotiations with the ATU. The tentative agreement was approved in February. The O&S Committee has been reviewing fixed-route ridership reports with special attention being given to routes in the bottom tier of ridership performance. They approved the staff recommendation to replace 42 paratransit vehicles and to include updated mobile data systems that will allow enhanced opportunity to better schedule same day trips. The MP&L committee completed work on the on the CCCTA Legislative program which will be presented when the GM and Board Chair attend the APTA legislative conference in March. The MP&L committee is also reviewing the draft Short Range Transit Plan, with the completed draft going to the Board for approval in April.

Old Business

There was no old business

New Business

There was no new business

Committee Member Communications

Charles Evans expressed his thanks to all members and to staff, and hopes the new direction is successful.

The meeting was adjourned at 7:35 PM.

Mary Burdick, Manager of Marketing/Public Relations

Date

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

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Meeting of March 25, 2011

In Attendance: David Loyd, Phil Reed, and Sarah Vital
Absent: Sue Littlehale, Eileen Vonk, Sandra Smith, Connie Whiting, and Maureen Murphy.
Guests: Ralph Hoffmann
Staff Present: Mary Burdick
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 January 28, 2011 meeting were approved.
3. **Public Comment and/or Communication:** Ralph Hoffmann announced that a Senior Expo was taking place today in Concord at the Crowne Plaza – Ms. Burdick replied that CCCTA staff was scheduled to be at the event all day. Mr. Hoffmann passed out a copy of a newspaper ad that appeared in the Walnut Creek Journal about a free shuttle service that operates in Oakland between BART, Amtrak and businesses in the Broadway shopping district. Finally Mr. Hoffmann reported that he attended the CAC meeting and that six members were present, that four member announced their resignation, and the Walnut Creek Planning Commission will suspend all appointments.
4. **Staff Reports:**
 - a. **ADA Certification and Recertification Report(s)** – The reports for January and February 2011 were presented. The Committee reviewed and accepted the report.
 - b. **LINK Monthly Operating Summary** – Performance indicators in January and February continue to be down slightly over indicators in 2010, and the overall trend of YTD declines in several performance measurements (riders, hours, miles, revenue, etc.) continues. The number of same day trips increased in both January and February while the number of no-shows remained constant, indicating greater efficiencies with the implementation of the new scheduling software.
 - c. **ADA Related Customer Service Reports** – There were no ADA complaints on their the fixed-route or the LINK service in January/February.
 - d. **Driver Appreciation Program** – The February winner was Sheila Hunter, and the March winner was Sophia Morris.

5. **Ramp Events** –The January and February ramp reports were accepted by the Committee. Staff identified the areas served by the routes with the highest number of lift deployments – Rt. 20, 10, 28, 16, and 15.
6. **Accessible Services Committee Issues:**
 - a. **Status of ASC Representation** – Mary Burdick reported that Dan Dumas submitted a letter of resignation stating that he has moved out of Danville. Representatives are still needed for the City of Clayton and the Town of Moraga.
 - b. **Appointment/Reappointments** – None
 - c. **Update on Combining the Citizen’s Committees** - Mary Burdick reported that as a result of the Board action to combine the two committees, the General Manager would like to see the two committees schedule a joint meeting that he can attend, suggesting three dates. Members were polled to determine which of the suggested dates would work for the majority of the members.
6. **Committee Discussion:** None
7. **Future Agenda Items:** Ms. Burdick outlined the types of reports that will likely be on the agendas in future.
8. **Next Scheduled Meeting:** To be determined.
9. **Adjournment:** The meeting was adjourned at 10:25 a.m.

Minutes prepared by: Mary Burdick, ASC Liaison, CCCTA

Date