

The County Connection

Advisory Committee

Summary Minutes

Meeting of April 13, 2011

The meeting was called to order at 3:00 PM.

Members present were, Sara Vital, Phil Reed, Jan Kunz, Maureen Murphy, and Sue Littlehale.

County Connection Staff present: Rick Ramacier, Anne Muzzini, and Mary Burdick

Guests: Ralph Hoffmann, Betty Zarn, Richard Dennin

Approval of Agenda

The agenda was approved.

Approval of the Minutes of the former CAC and ASC for March 2011

The minutes were approved with one noted change under item #3 Public Communication. Mr. Hoffmann corrected that in the City of Walnut Creek members of the former CAC were appointed by the Transportation Commission, not the Planning Commission.

Public Comment

Mr. Dennin spoke to the committee about a serious concern he had with the LINK service on April 4, 2011 that involved both miscommunication among LINK staff, and his dissatisfaction with one employee. The General Manager offered to speak with him directly at the conclusion of the meeting.

Ralph Hoffman introduced himself to the committee as both a fixed-route and a LINK rider. Mr. Hoffmann noted the various transportation related meetings he attends.

Ms. Zarn introduced herself as one of the founding members of the Accessible Services Committee that was responsible for assuring all buses had accessible features. She questioned whether or not LINK transportation to/from the meeting was free, and received conflicting answers. Staff clarified that LINK service to the meetings was free to the members of the committee, and that members of the general public could use free LINK shuttle service from the nearest BART station to the meeting locations posted on each agenda.

Restructuring the Advisory Committees

CCCTA General Manager, Rick Ramacier addressed the committee, providing insight into the Boards' reasons for combining the two citizen's groups. He explained that the financial strains and staff reductions in past two years played a role in the decision, but also, the movement within their own jurisdictions to integrate committees and commissions for greater efficiency. Mr. Ramacier stated that compliance with ADA regulations has been mandated for over 20

years now, and that the intent of the ADA was to provide equal access, and not to be considered as “separate”. For this reason, it’s vital that the advisory committee be well informed of how both fixed-route and paratransit services work as one system. Regarding terms, Mr. Ramacier reported that the ultimate goal is to have this committee consist of eleven members with a representative from each community, but that no current representative is asked to leave their position. Everyone agreed that since there are only two jurisdictions with dual representatives that the members would serve out their term and the jurisdiction determine who to reappoint or if a new recruitment will take place.

Mr. Hoffmann suggested that an “at large” seat be approved. Mr. Reed responded that this wasn’t necessary as this is an advisory body that encourages the sharing of ideas. Any member of the public is invited to attend and share ideas.

In an effort reach consensus on the meeting day and time, Ms. Burdick asked each member for their preference. Responses are as follows:

Sarah Vital - flexible on the day of the week, prefers morning meetings

Sue Littlehale – Prefers morning meetings, not available on Wednesday

Maureen Murphy – Most days are flexible, prefers Friday, prefers mornings

Phil Reed – Not available Tues. or Wed. Prefers Fridays, prefers morning or early afternoon

Jan Kunz – Originally preferred afternoons, but can be flexible with notice

Eileen Vonk* – Wednesdays and 2nd Thursdays not good, morning or early afternoon

Connie Whiting* – prefers evening meetings, but has two Fridays off each month and is flexible.

Sandra Smith* – Available 1st, 3rd, 4th Monday or 1st, 2nd, 4th Friday - morning or early afternoon. (Home by 5:00 PM)

David Lloyd* –

Luke Lucas* – Prefers evenings

Staff will contact those members not able to attend for more details on availability and make a recommendation on meeting day and time to accommodate the as many members as possible.

Role And Function

Staff provided the Role (Rule) and Function documents for both former committees. Mr. Ramacier reminded the committee that when CCCTA was first formed, only fixed-route service was provided. When CCCTA took over paratransit service the Accessible Services Committee was formed to assist with ADA compliance, which is why the roles of the two committees were so different. Sue Littlehale asked if there was a direction or a focus that the Board wanted this group to take, to which Mr. Ramacier explained that as long as the group is acting within the approved guidelines (Role and Function) the Board does not want to micro-manage the committee, but rather, would like to see the group be self-directed as advisors between their jurisdictions and the Board.

Mr. Ramacier suggested that the Advisory Committee allow staff to present a draft a Role & Function document at the next meeting that outlines the committee structure and composition as discussed, and integrates the roles and responsibilities from the two documents into one. The Committee agreed.

Outline of Future Agenda Items

Ms. Burdick presented an outline of the standard monthly reports that each committee has been accustomed to reviewing, and the types of periodic staff reports that will be important for the Advisory Committee to be aware of. Examples included the status of the upcoming van replacement project and the continuation of the Community Connection van donation program, real time bus and communication upgrades that will be of benefit to both fixed-route and paratransit users, marketing and outreach programs, Clipper updates, and service or fare change updates, etc.

Adjournment

The meeting was adjourned at 4:45 PM.

The next meeting was scheduled for Friday, May 13, 2011 at 3:00 PM.



Mary Burdick, Manager of Marketing/Public Relations


Date