

**SUMMARY MINUTES**  
**OPERATIONS & SCHEDULING (O&S) COMMITTEE**  
3338 Mt. Diablo Boulevard, Lafayette, CA  
Meeting of Friday, May 6, 2011, @ 9:00 a.m.

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**Directors in Attendance:** Director Horn, Director Uilkema, Director Schroder  
**Staff:** Anne Muzzini, Rick Ramacier, Laramie Bowron  
**Guests:**  
**Advisory Committee:** Charles Hogle  
**Call to Order:** Meeting called to order at 9:00 a.m. by Director Horn

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1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** None
3. **Approval of O&S Summary Minutes for April 1st, 2011:** Minutes were approved.
4. **Maintenance:** None
5. **Planning and Scheduling:**
  - a) Concord Pavilion Service: Mr. Bowron reported on Pavilion shuttle performance in 2010 then proceeded to explain that the Pavilion concert shuttle service is covered under the Charter Bus regulations and therefore it has to be made available to private charter operators. This year an interested party responded to the notice and they will be negotiating with LIVE Nation to operate the shuttle. CCCTA is unable to operate, unless negotiations fail, and the private charter operator withdraws. The Committee supported informing the Board and recommending that the General Manager be authorized to enter into an agreement with LIVE Nation only if Charter Regulations are met.
  - b) Clipper Update: Mr. Bowron reviewed with the Committee the status of Clipper implementation and the uncertainty of Phase III rollout, when CCCTA is scheduled. He reported that MTC has yet to finish Phase II and does not have a plan for the next phase. Mr. Ramacier reminded the Board that they had sent a combined letter with LAVTA, ECCTA, and WCCTA asking for Clipper and Phase III rollout. The next MTC meeting in June may yield better news.
6. **Paratransit and Accessible Services:** None
7. **Staff Reports**
  - a. Fixed Route Reports – March 2011: The reports were reviewed and discussed. Staff will respond to questions about the maximum load on weekends at the next meeting.
  - b. LINK Monthly Reports – March 2011: The reports were reviewed. Questions were asked about the increase in companions, the reduction in wheelchair boardings and the YTD increase in no shows. Staff was asked to report back on wheelchair boardings at the next meeting.
8. **Committee Comments:** None
9. **Future Agenda Items:** Community van project
10. **Next Scheduled Meeting:** The next meetings are scheduled for: **June 3, and July 1 2011 at 9:00 a.m.** at 3338 Mt. Diablo Boulevard in Lafayette.
11. **Adjournment:** The meeting was adjourned at 10:00 am

Minutes prepared and submitted by:

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Anne Muzzini  
Director of Planning and Marketing

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Date