

SUMMARY MINUTES
OPERATIONS & SCHEDULING (O&S) COMMITTEE
3338 Mt. Diablo Boulevard, Lafayette, CA
Meeting of Friday, July 8, 2011, @ 9:00 a.m.

Directors in Attendance: Director Horn, Director Uilkema, Director Schroder
Staff: Anne Muzzini, Rick Ramacier, Scott Mitchell, Laramie Bowron,
Sharon porter
Call to Order: Meeting called to order at 9:00 a.m. by Director Horn

1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** Director Uilkema voiced a concern brought to her by a member of the advisory committee that the O&S Committee and the Advisory Committee were scheduled on the same date and time.
3. **Approval of O&S Summary Minutes for June 3, 2011:** Minutes were approved.
4. **Maintenance:** There were no items for action however the Director of Maintenance explained that the reason the number of miles between roadcalls was down was due to a contaminated fuel delivery.
5. **Planning and Scheduling:**
 - a) Cal State East Bay Service Plan: Mr. Bowron described how Cal State East Bay administration had approached staff asking for service options that would get students to and from the East Bay campus for evening classes. The options were reviewed with the Committee and there was support for the staff recommendation to authorize the General Manager to execute an agreement for the provision of a shuttle to and from the BART station using LINK vans on a demonstration basis if Cal State can come up with the funds to offset the cost.
 - b) Local Hazard Mitigation Plan: Mr. Ramacier explained that the Annex to 2010 ABAG Local Hazard Mitigation Plan is a necessary step prior to pursuing federal homeland security funds. The plan identifies capital projects to mitigate the impact of a natural disaster such as upgrading the structural integrity of the facility and developing a mobile emergency operations center. The Committee supported staff recommendation to adopt the plan.
6. **Paratransit and Accessible Services:** There were no items
7. **Staff Reports**
 - a. Fixed Route Reports – May 2011: The reports were reviewed and discussed.
 - b. LINK Monthly Reports – May 2011: The reports were reviewed.
8. **Committee Comments:** None
9. **Future Agenda Items:** Community van project
10. **Next Scheduled Meeting:** The next meeting is scheduled for **August 5th, 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: Anne Muzzini, Director of Planning and Marketing

