

SUMMARY MINUTES
OPERATIONS & SCHEDULING COMMITTEE
3338 Mt. Diablo Boulevard, Lafayette, CA
Meeting of Friday, October 7, 2011, @ 9:30 a.m.

Directors in Attendance: Director Horn, Director Uilkema, Director Simmons
Staff: Rick Ramacier, Anne Muzzini, Scott Mitchell
Members of the Public: Marci McGuire, Charles Hogle
Call to Order: Meeting called to order at 9:30 a.m. by Director Horn

1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** None.
3. **Approval of O&S Summary Minutes for September 7, 2011:** Minutes were approved.
4. **Maintenance:** There were no items.
5. **Planning and Scheduling:**
 - a) Cal State East Bay Service Update: Ms. Muzzini reported that Cal State East Bay and CCCTA had come to an agreement after some contractual negotiations delayed service start and now service will begin on Monday October 10th.
 - b) Alamo Creek T-1: Staff presented information gathered about the Alamo Creek T-1 project the key points being that the County was collecting fees equal to \$279,460 per year intended for transit service to the neighborhood and that the County is still in the process of determining how best to use the funds. They plan on drafting a service plan within the next year. Mr. Ramacier suggested that staff come back with a service plan that could be presented to the County. All members agreed to this strategy.
 - c) Route #20 Service Change: Ms. Muzzini explained that the Route #20 was experiencing overcrowding and to address this she is planning on adding several new trips as part of the Winter bid changes. The additional 3.6 hours a day would have been offset by minor cuts to school trippers in the fall that were equal to 5.5 hours a day of service. The Committee supported this minor change that tunes service to ridership.
 - d) Dougherty Valley Agreement with County: Ms. Muzzini described the negotiated agreement whereby the County would use development fees collected for transit service in the Dougherty Valley to buy service above the minimum 5,000 hour per year level on the route #35. In the future the route would be under the wing of the CCCTA Board and service levels determined using system performance indicators. The Committee supported authorizing the General Manager to sign an agreement with the structure described.
 - e) Security Projects: Mr. Mitchell explained the staff recommendation to shift transit security funds from a perimeter security project to ITS peripherals (routers) for the buses and on-board security cameras. There was discussion about the capabilities of routers versus modems, security implications, and future web access. The Committee supported staff recommendation.
6. **Paratransit and Accessible Services:** There were no items
7. **Staff Reports**
 - a. Fixed Route Reports – August 2011: The reports were reviewed and discussed.
 - b. LINK Monthly Reports – August 2011: The reports were reviewed.

8. **Committee Comments:** There was discussion about the APTA conference information and in particular LAVTA's use of American Logistic Corp. to provide paratransit service.
9. **Future Agenda Items:**
10. **Next Scheduled Meeting:** The next meeting is scheduled for **October 28 and December 2 2011 at 9:00 a.m.** at 3338 Mt. Diablo Boulevard in Lafayette.
11. **Adjournment:** The meeting was adjourned at 10:30 am

Minutes prepared and submitted by: Anne Muzzini, Director of Planning and Marketing


