

**SUMMARY MINUTES**  
**OPERATIONS & SCHEDULING COMMITTEE**  
3338 Mt. Diablo Boulevard, Lafayette, CA  
Meeting of Friday, December 2, 2011, @ 9:30 a.m.

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<b>Directors in Attendance:</b>	Directors Earling Horn, Gayle Uilkema, and Dave Hudson
<b>Staff:</b>	Anne Muzzini, Laramie Bowron
<b>Public and Advisory Committee:</b>	Marci McGuire, Charles Hogle
<b>Call to Order:</b>	Meeting called to order at 9:30 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 October 28, 2011:** Minutes were approved.
4. **Maintenance:** There were no items.
5. **Planning and Scheduling:** There were no items.
6. **Paratransit and Accessible Services:** There were no items.
7. **Staff Reports**
  - a. Fixed Route Monthly Report: - October 2011 – There was discussion of flat ridership in light of an uptick in the economy.
  - b. LINK Monthly Reports – October 2011: The reports were reviewed. The Committee discussed the donated vans and all supported continuation of the program with the next cycle of replacements. A suggestion was made to better educate the churches regarding the fact that some of their trips may be ADA trips and continue to develop create methods to get vans into the community.
8. **Committee Comments:** There was a discussion about the upcoming mobility management study and the goals for the project.
9. **Future Agenda Items:** Appropriate vehicle mix for LINK, LAVTA service model/contract change, un-used capacity discovered in mobility management study.
10. **Next Scheduled Meetings: January 6, and February 3, 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

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