

Summary Minutes
Operations & Scheduling Committee
3338 Mt. Diablo Boulevard, Lafayette, CA
Meeting of Friday, January 6, 2012, @ 9:00 a.m.

Director in Attendance: Directors Earling Horn, Gayle Uilkema, Bob Simmoms, and Dave Hudson

Staff: Anne Muzzini, Laramie Bowron

Public and Advisory Committee: Marci McGuire, Charles Hogle

Call to Order: Meeting called to order at 9:05 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 December 2, 2011:** Minutes were approved.
4. **Maintenance:** There were no items.
5. **Planning and Scheduling**
 - a. **Public Hearing – Rt. 622** – Item was approved.
 - b. **LINK Vehicle Size Analysis** – Overall the Committee supported staff's conclusions that CCCTA currently has the right mix of vehicles. Director Simmons recommended putting the charts on web rather than printing all of them out for the Board meeting. Director Simmons also floated idea of having Board members experience actually boarding and alighting on the various vehicle types while in a wheelchair. Director Horn recommended consolidating charts and recommended including pictures of the vehicles as a reference.
6. **Paratransit and Accessible Services** - None
7. **Staff Reports**
 - a. **Fixed Route Monthly Report** – November 2011 - approved
 - b. **LINK Monthly Report** – November 2011 - approved
8. **Committee Comments** - None
9. **Future Agenda Items** – Director Hudson reminded the committee that the next meeting would be the last chance to prepare for the upcoming Washington D.C. trip.
10. **Next Scheduled Meeting** – February 3, 2012 @ 9:00 a.m. at 3338 Mt. Diablo Boulevard in Lafayette.
11. **Adjournment** – meeting was adjourned at 10:00 a.m.

Minutes prepared and submitted by: Laramie Bowron, Manager of Planning
