

Summary Minutes
Operations & Scheduling Committee
Walnut Creek City Hall
City Manager's Conference Room – 3rd Floor
1666 North Main Street, Walnut Creek
February 1, 2013, 9:00 a.m.

Director in Attendance: Directors Bob Simmons, Jack Weir, Candace Andersen, Dave Hudson
Staff: Rick Ramacier, Bill Churchill, Anne Muzzini, and Laramie Bowron
Public and Advisory Committee: Keith Joseph, Ralph Hoffman

Call to Order: Meeting called to order at 9:00 a.m. by Director Simmons

1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** Mr. Joseph expressed a desire to improve communication between the rider and the Board.
3. **Approval of O&S Summary Minutes for December 3, 2012:** Minutes were approved.
4. **Maintenance:** No Items.
5. **Planning and Scheduling:**
 - a. Evaluation of Service Changes Made in Winter Bid – Mr. Bowron explained the impact of the changes made to the Bishop Ranch routes whereby the bus is routed only once to Chevron each trip as opposed to twice. On time performance has improved as a result when comparing the first month of the new routing to the prior two months. Staff will continue to monitor. In addition, a new 93X limited was implemented, to alleviate crowding and to enable passengers going direct to East County to pass by stops along Ygnacio Valley Road. The Committee had questions about the timing of the new trip as the limited and regular trips are schedule to depart at the same time. The other change reported on was the addition of a trip on Route #20 to address overcrowding in the morning when DVC students travel to school. The comparison of ridership before and after the change was hampered by the fact that only January data was available and school wasn't in for most of the time. Staff will continue to monitor the impacts. Mr. Weir suggested that staff should highlight the responsiveness of County Connection and get an article in the DVC student paper.
6. **Paratransit and Accessible Services:** No Items.
7. **Staff Reports**
 - a. Fixed Route Monthly Report – December 2012 – There was discussion about why roadcalls were up in November and Mr. Ramacier explained that there was a new seat belt installation that caused some problems. The report was approved.
 - b. LINK Monthly Report – December 2012 – Mr. Churchill called out the on time performance percentage and explained that the contractor had previously been reporting inaccurately but that now they have corrected the problem. On time performance is getting better. The report was approved.
8. **Committee Comments** – The Committee asked that a report be brought back regarding any unintended consequences of the Bishop Ranch bus wrap changes that were made. The Committee asked that the agenda include a list of upcoming meetings scheduled.
9. **Future Agenda Items** – None determined

10. Next Scheduled Meeting – The Committee agreed to change the time of the next meeting to 8am. The meeting is scheduled for March 1st at the 3rd Floor 1666 North Main Street, Walnut Creek.

11. Adjournment – meeting was adjourned at 10:15 a.m.

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