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Summary Minutes
Operations & Scheduling Committee
City of Pleasant Hill Community Room
100 Gregory Lane, Pleasant Hill, CA
January 3, 2013, 8:30 a.m.

Directors: Directors Candace Andersen, Jack Weir

Staff: Rick Ramacier, and Anne Muzzini

Public: None

Call to Order: Meeting called to order at 8:30 a.m. by Director Andersen

1. **Approval of Agenda Items:** Agenda was approved.
2. **Public Comment and/or Communication:** None
3. **Approval of O&S Summary Minutes for December 6, 2013:** Minutes were approved.
4. **Maintenance:** No Items.
5. **Planning and Scheduling:**
 - a. Update on Clipper Implementation: Mr. Ramacier updated the Board on the implementation of Clipper and the challenges faced by the existing operators that have it. He explained his new role sitting on the advisory committee and expressed concern that the East Bay Operators may see delays in implementation beyond 2015. The Committee discussed options to move forward with new technology other than the Clipper system such as pay by phone. There was consensus that the General Manager should explore fare payment mechanisms that work with BART and that would be an alternative to Clipper should implementation be delayed further.
 - b. Authorization to conduct public hearings and obtain public input on Adaptive Service Plan recommendations – Ms. Muzzini explained that the public hearings for the service changes envisioned in Martinez, South Walnut Creek, and Shadelands need to be conducted prior to a final plan being submitted to the Committee. She stated that in addition to public workshops, methods that focus people’s ability to comment via the web and their mobile devices would be employed. Director Weir asked when they could expect to see a final plan implemented and Ms. Muzzini responded that it would take a few months to compile public input and get Board approval which means a fall service bid implementation is most likely.
6. **Staff Reports**
 - a. Fixed Route Monthly Report – November 2013 – Ms. Muzzini presented the fixed-route report and noted that ridership was higher than the same month last year. The report was approved.
 - b. LINK Monthly Report – November 2013 - The report was approved.
7. **Committee Comments** – None.
8. **Future Agenda Items** – None discussed.
9. **Next Scheduled Meeting** –The next meeting is scheduled for February 3rd (Monday) at 8:30am at the City of Pleasant Hill Conference Room.
10. **Adjournment** – meeting was adjourned at 9:30 a.m.