

**Summary Minutes**  
**Operations & Scheduling Committee**  
Supervisor Andersen Office  
309 Diablo Road, Danville, CA  
**December 5, 2014, 8:30 a.m.**

**Directors:** Directors Candace Andersen, Robert Storer

**Staff:** Rick Ramacier, 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 October, 2014:** Minutes were approved.
4. **Maintenance:**
5. **Planning and Scheduling:**
  - a. Update on Clipper Implementation – Ms. Muzzini presented this verbal update on the implementation of Clipper explaining some of the business rules that were agreed upon by the East Bay Operator group. In particular implementation of single point log in and the day pass accumulator.
  - b. Route #5 and #7 Ridership Report – Ms. Muzzini explained how the changes to Route #5 and #7 in the fall had impacted ridership. The free and frequency Route #5 has attracted three times the ridership of the old route and is showing productivity of 19 passengers per hour. The shortened route length of the #7 has resulted in a reduction in passengers but an increase in productivity from 6.2 passengers per hour to 8.0 passengers per hour. The Committee discussed waiting to see if and when Shadelands subsidizes the fares to evaluate the success of the change.
  - c. Bishop Ranch Service Changes – The Committee reviewed the planned service changes for Routes 96X and 97X to better serve AT&T and improve on time performance.
  - d. Update on Planning Projects – Ms Muzzini presented information on the Lamorinda Service Plan project. The Committee discussed their ideas related to the demographics and potential service options.
6. **Staff Reports**
  - a. Fixed Route Monthly Report – Ms. Muzzini presented the fixed-route report which was approved without comment.
  - b. LINK Monthly Report – Mr. Ramacier presented the report which was approved without comment.
7. **Committee Comments** – None.
8. **Future Agenda Items** – None.
9. **Next Scheduled Meeting** –The committee scheduled the next meeting for January 7th at 8:00am at Supervisor Andersen’s Office.
10. **Adjournment** – The meeting was adjourned at 9:30 a.m.