

Summary Minutes
Operations & Scheduling Committee
Supervisor Andersen Office
309 Diablo Road, Danville, CA
September 4, 2015, 8:00 a.m.

Directors: Directors Candace Andersen, Dave Hudson
Staff: Rick Ramacier, Anne Muzzini
Public: None

Call to Order: Meeting called to order at 8:00 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 August, 2015:** Minutes were approved.
4. **Maintenance:** None
5. **Planning and Scheduling:**
 - a. Verbal Updates
 - i. Progress on Clipper Implementation – Ms. Muzzini explained that status of the Clipper implementation. The current date for revenue ready is November 1; vehicle installations are complete; training has begun; and soft launch promotion materials are prepared. No action was required. The Committee discussed getting Board members cards, and a media kit as well.
 - ii. Progress on Transportation Expenditure Plan – The Committee discussed strategies and scenarios related to the development of the TEP in particular bus service between Bishop Ranch and West Dublin. No action was required.
 - iii. Progress on Lamorinda Transit Study – Ms Muzzini told the Committee that the public input has been very successful and the final selection of alternatives is complete. The implementation plan for a fixed route augmentation of Route #6, a Lafayette shuttle, expanded school bus service, and taxi subsidy programs is being developed.
6. **Staff Reports**
 - a. Fixed Route Monthly Report – Ms. Muzzini presented the fixed-route report which was approved without comment.
 - b. LINK Monthly Report – There was no MOP for review at this meeting
7. **Committee Comments** – None.
8. **Future Agenda Items** – None.
9. **Next Scheduled Meeting** – October 9th at 8:00am at Supervisor Andersen’s Office.
10. **Adjournment** – The meeting was adjourned at 9:00 a.m.

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