

Summary Minutes Operations & Scheduling Committee

Supervisor Andersen Office
309 Diablo Road, Danville, CA
November 6th, 2015, 8:00 a.m.

Directors: Directors Candace Andersen, Robert Storer
Staff: Rick Ramacier, Anne Muzzini, Ruby Horta
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 November, 2015:** Minutes were approved.
4. **Maintenance:** None
5. **Passenger Suspension/Exclusion policy:**
Mr. Ramacier presented the latest draft of the Passenger Suspension/Exclusion Policy with the board recommended modifications. Director Storer asked about how the policy would address passengers accosting other passengers. There was a discussion about a new FTA study on bus operator safety. The Committee recommended sending the policy to the Board for approval.
6. **Planning and Scheduling:**
 - a. **Verbal Updates:** Staff provided a brief update on the following topics:
 - i. **Clipper Implementation** – There was discussion about how the start up hit a snag in regards to the UPS failures that caused intermittent outage of the onboard equipment.
 - ii. **WiFi Installation** – Staff reported that there are now 90 out of 121 buses with passenger WiFi enabled. The remainder will be complete soon.
 - iii. **Bus Shelters and Signage** – There was discussion about advertising on bus shelters, implementation of solar real time signage at stops. The Danville park and ride as well as DVC were mentioned as good locations for a demonstration project for the solar real time signs. Director Andersen expressed a desire to see equity for all jurisdictions and bus stop and shelter improvements are made.
 - iv. **I-680 Congestion Relief Study** – Mr. Ramacier summarized the final recommendations for the study including the bus on shoulder option. He talked about extending 680 express bus service to Martinez.
 - v. **Expenditure Plan development** – No discussion
7. **Staff Reports**
 - a. **Fixed Route Monthly Report** – Staff reported on the fixed route statistics.
 - b. **LINK Monthly Report** – No report available.
8. **Committee Comments** – None.
9. **Future Agenda Items** – None.
10. **Next Scheduled Meeting** – January 8th at 8:00am at Supervisor Andersen’s Office.
11. **Adjournment** – The meeting was adjourned at 9: a.m.

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