

Summary Minutes
Operations & Scheduling Committee
Supervisor Andersen Office
309 Diablo Road, Danville, CA
January 8th, 2016, 8:00 a.m.

Directors: Directors Candace Andersen, Robert Storer
Staff: Rick Ramacier, Bill Churchill, Anne Muzzini, Rashidi Barnes
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 December, 2015:** Minutes were approved.
4. **Maintenance:** None
5. **Passenger Suspension/Exclusion policy:**
Mr. Churchill explained that some bullet had been added to the Code of Conduct section in response to Board comments. There was discussion about how to phrase the hygiene issue and suggestions were made. After some discussion, the Committee recommended sending the policy to the Board for approval and putting it on the consent calendar.
6. **Superbowl 50 Service:**
Mr. Barnes reviewed a plan to provide some additional service using Route #9 to augment routes feeding BART on the weekend. The route passes many of the hotels in the area and running the weekday route #9 on Saturday would provide linkages between the hotels and BART for those going to Superbowl City in SF. The Committee agreed that they supported the service that will cost an additional \$4,500. Board action isn't required, but the Committee agreed to send the item as information to the Board.
7. **Planning and Scheduling:**
 - a. Verbal Updates: Staff provided a brief update on the following topics:
 - i. Clipper Usage – Staff presented some of the reports from Cubic and discussed ridership and purchase trends observed since November's start up.
 - ii. Expenditure Plan development – The Committee discussed the new format for TEP meetings and decision making. No new information on a draft or polling was available.
8. **Staff Reports**
 - a. Fixed Route Monthly Report – Staff reported on the fixed route statistics.
 - b. LINK Monthly Report – The report was reviewed.
9. **Committee Comments** – None.
10. **Future Agenda Items** – None.
11. **Next Scheduled Meeting** – February 4th at 8:00am at Supervisor Andersen's Office.
12. **Adjournment** – The meeting was adjourned at 9: a.m.

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