

Summary Minutes
Operations & Scheduling Committee
Supervisor Andersen Office
309 Diablo Road, Danville, CA
February 5th, 2016, 8:00 a.m.

Directors: Directors Candace Andersen, Robert Storer, Dave Hudson
Staff: Rick Ramacier, Bill Churchill, 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 January, 2016:** Minutes were approved.
4. **Maintenance:** None
5. **Waysine Solar Signage:**

Ms. Muzzini presented a solar signage project that involves using 20 Waysine solar real time signs that can be mounted on the top of bus stop poles. She explained that the advantage of these signs is that no power will need to be run to them in addition the company is willing to do a lease arrangement whereby they install and maintain the signs. After some discussion, the Committee recommended approval of a lease for 20 signs with Waysine for a 5 year period for an amount not to exceed \$22,000 for the initial set up and installation and an additional \$38,000 a year for ongoing maintenance, repair, software updates and cell service.
6. **Planning and Scheduling:**
 - a. Verbal Updates: Staff provided a brief update on the following topics:
 - i. Expenditure Plan development – The Committee discussed developments in the expenditure plan process, TEP Board actions and presentations, and County Connection’s positions.
 - ii. Marketing of WiFi, Clipper, Real Time – Ms. Muzzini informed the committee about the marketing program to promote a more “tech” County Connection and showed print ad materials for bus backs and the first video that will be used on cable.
 - iii. Legislative and Funding Developments – Mr. Ramacier presented the latest on the ARB drive to force transit to zero emission vehicles as well as developments on use of LCTOP Cap and Trade funds.
7. **Staff Reports**
 - a. Fixed Route Monthly Report – Staff reported on the fixed route statistics.
 - b. LINK Monthly Report – The report was reviewed.
8. **Committee Comments** – None.
9. **Future Agenda Items** – None.
10. **Next Scheduled Meeting** – March 2nd 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