

Summary Minutes
Operations & Scheduling Committee
Supervisor Andersen Office
309 Diablo Road, Danville, CA
September 2, 2016, 8:00 a.m.

Directors: Directors Candace Andersen, Dave Hudson
Staff: Rick Ramacier, Bill Churchill, 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 July 1, 2016:** Minutes were approved.
4. **Maintenance:**
 - a. Update on Implementation of Electric Trolley Project – Mr. Ramacier provided an update on the construction project at County Connection’s bus yard associated with the electric buses, which broke ground the week of August 29th. This project is expected to be completed in approximately 2 weeks. The Wave installation at BART Walnut Creek should be completed by the end of October. Mr. Ramacier also provided a progress update on the ribbon cutting event for the electric trolleys. The event is scheduled to take place on the morning of November 5th at the Leshner Center. A contract has been executed with Circlepoint to assist with event planning and coordination. Mr. Ramacier indicated that in addition to the ribbon cutting, a separate symposium on electric vehicle technology is being discussed and he will provide more information as it becomes available.
5. **Planning and Scheduling:**
 - a. FTA Lo No Grant – Mr. Ramacier announced that County Connection was awarded a federal grant for the purchase of 4 additional electric buses. The current Gillig order for the replacement of 31 diesel buses will be amended to replace 4 of the diesel buses with electric buses. Mr. Ramacier also informed the Committee that County Connection intends to work with the Center for Transportation and the Environment (CTE) to assess different routes and identify an ideal route for the effective operation of the electric vehicles. Mr. Ramacier indicated that BART has agreed to allow for additional Wave installations at other BART stations, as needed.
 - b. Route Planning for Walnut Creek Downtown – No additional discussion was conducted.
 - c. Verbal Updates: Staff provided a brief update on the following topics:
 - i. Progress on Ribbon Cutting for Electric Trolley – Summary included in item 4a.
6. **Staff Reports**
 - a. Fixed Route Monthly Report – Staff reported on the fixed route statistics.
 - b. LINK Monthly Report – Staff reported on the statistics.
7. **Committee Comments**

Mr. Hudson indicated that the League of California Cities Annual Conference is scheduled from October 5-7 and would conflict with the date of the next O&S meeting. Mr. Ramacier recommended that a decision on changing the meeting date should be decided by the new committee members. Assignments will be handed out at the September Board meeting.
8. **Future Agenda Items** – None.
9. **Next Scheduled Meeting** – October 5th at 8:00am at Supervisor Andersen’s Office.
10. **Adjournment** – The meeting was adjourned at 9 a.m.

Minutes prepared and submitted by: Ruby Horta, Manager of Planning

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October 7, 2016, 8:00 a.m.

Directors: None
Staff: Ruby Horta
Public: None

Call to Order: Due to lack of quorum, the Operations & Scheduling Committee meeting was cancelled.