

County Connection

2477 Arnold Industrial Way Concord, CA 94520-5326 (925) 676-7500 countyconnection.com

BOARD OF DIRECTORS MEETING AGENDA

**Thursday, July 20, 2017
9:00 a.m.**

**CCCTA Paratransit Facility
Gayle B. Uilkema Memorial Board Room
2477 Arnold Industrial Way
Concord, California**

The County Connection Board of Directors may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

1. Call to Order/Pledge of Allegiance
2. Roll Call/Confirm Quorum
3. Public Communication
4. Consent Calendar
 - a) Approval of Minutes of Regular Meeting of June 15, 2017*
5. Report of Chair
 - a) Report from Nominating Committee for Election of CCCTA Officers
6. Report of General Manager
 - a) Recognition of Employee with 20 Years of Service
 - b) Report on US Department of Transportation (USDOT) notice of Request for Input regarding unnecessary obstacles to transportation projects.(The General Manager will report on the opportunity to provide comment to the USDOT on select regulatory impediments and the transit industry response.)
 - c) Report on recent and new Cap and Trade Legislation and the possible impacts on public transportation.
7. Report of Standing Committee
 - a) Administration and Finance Committee
(Committee Chair: Director Al Dessayer)

1. Proposed reorganization of administrative staff*
(The A&F Committee recommends that the Board approve the proposed reorganization of the administrative staff.)
- b) Operating & Scheduling Committee
(Committee Chair: Robert Storer)
 - 1) Paratransit Van Replacement *
(The O&S Committee recommends that the Board adopt Resolution No. 2018-001 authorizing the General Manager to purchase three (3) Paratransit vans from Creative Bus Sales. Total cost of the vehicles including tax and delivery not to exceed \$368,280.)
 2. Pilot Program in Alamo Creek *
(The O&S Committee will provide information about On-Demand software (Transloc) for implementation with the existing Alamo Creek Service.)
 3. Service Changes Timeline*
(The O&S Committee has asked staff to develop a timeline for service changes relative to the current financial plan.)
8. Report from the Advisory Committee
 - a) Appointment of Jim Donnelly to Advisory Committee Representing Town of Danville*
9. Board Communication
Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to committee or staff for information, or requesting a report (on any matter) be made at another meeting.
10. Adjournment

*Enclosure

**It will be available at the Board meeting.

General Information

Possible Action: The Board may act upon any item listed on the agenda.

Public Comment: Each person wishing to address the County Connection Board of Directors is requested to complete a Speakers Card for submittal to the Clerk of the Board before the meeting convenes or the applicable agenda item is discussed. Persons who address the Board are also asked to furnish a copy of any written statement to the Clerk.

Persons who wish to speak on matters set for Public Hearings will be heard when the Chair calls for comments from the public. After individuals have spoken, the Public Hearing is closed and the matter is subject to discussion and action by the Board.

A period of thirty (30) minutes has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Board. Each individual will be allotted three minutes, which may be extended at the discretion of the Board Chair.

Consent Items: All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board Member or a member of the public prior to when the Board votes on the motion to adopt.

Availability of Public Records: All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at www.countyconnection.com.

Accessible Public Meetings: Upon request, County Connection will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service so that it is received by County Connection at least 48 hours before the meeting convenes. Requests should be sent to the Board Clerk, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or hill@countyconnection.com

Shuttle Service: With 24-hour notice, a County Connection LINK shuttle can be available at the BART station nearest the meeting location for individuals who want to attend the meeting. To arrange for the shuttle service, please call Katrina Lewis – 925/680 2072, no later than 24 hours prior to the start of the meeting.

Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, July 20 , 9:00 a.m., County Connection Board Room
Administration & Finance:	Monday, August 16, 9:00 a.m. Candace Andersen's Office, 3338 Mt. Diablo Blvd. Lafayette, CA 94549
Advisory Committee:	TBA, County Connection Board Room
Marketing, Planning & Legislative:	Thursday, August 3, 10:00 a.m., 1676 N. California Blvd., Suite 620, Walnut Creek, CA,
Operations & Scheduling:	Friday, August 4, 8:00a.m., Supervisor Andersen's Office 309 Diablo Road, Danville, CA

The above meeting schedules are subject to change. Please check the County Connection Website (www.countyconnection.com) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting.

This agenda is posted on County Connection's Website (www.countyconnection.com) and at the County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, California

County Connection

2477 Arnold Industrial Way

Concord, CA 94520-5326

(925) 676-7500

countyconnection.com

Agenda Item No. 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

June 15, 2017

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Hoffmeister called the regular meeting of the Board of Directors to order at 9 a.m. Board Members present were Directors Andersen, Dessayer, Diaz, Hudson, Noack, Storer, Tatzin and Wilk. Directors Schroder and Worth were absent.

Staff: Chun, Ramacier, Barnes, Cheung, Churchill, Duenas, Hill, Horta, Martinez, Mitchell, Moran and Muzzini,

Public Comment: None

Public Hearing: CCCTA FY2018 Operating and Capital Budget

At 9:01 a.m., Chair Hoffmeister opened the public hearing regarding the CCCTA FY2018 Operating and Capital Budget. Erick Cheung, Director of Finance, stated that the public hearing is being held for the purpose of discussing and receiving public input on the budget. He advised the public hearing was properly noticed in the Contra Costa Times. The total FY2018 operating and capital budget is \$39,043,258. The operating budget of \$38,112,258 is funded 79% with local funds, 13% from the farebox and special fare revenues, 4% federal funds, and 2% with other revenue. The operating budget will support approximately 227,916 revenue hours of fixed-route service and 74,394 revenue hours of County Connection LINK dial-a-ride services. Chair Hoffmeister asked if there were any comments from the public regarding the FY2018 Operating and Capital Budget. No comments were received and the public hearing closed at 9:04 a.m.

CONSENT CALENDAR

MOTION: Director Noack moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of May 18, 2017; (b) Adjustment to Non-Represented Administrative Employees Compensation, Resolution No. 2017-019; (c) FTA-5311 Grant FY2018, Resolution No. 2017-020; (d) Adoption of Gann Appropriations Spending Limitation for FY2018, Resolution No. 2017-021; (e) Approval of Resolution No. 2017-022, Declaring an Effective Date for Compensation Adjustment for the General Manager for FY2017-2018. Director Tatzin seconded the motion and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Diaz, Hoffmeister, Hudson, Noack, Storer, Tatzin and Wilk
No: None
Abstain: None
Absent: Directors Schroder and Worth

REPORT OF CHAIR:

Appointment of Nominating Committee for Election of CCCTA Officers

Chair Hoffmeister stated she and the past two Chairs, Directors Dessayer and Storer will be the members of the nominating committee for next year's officers.

REPORT OF GENERAL MANAGER:

Gillig will have a grand opening for its new Livermore location the weekend of June 23, 2017. A variety of events are scheduled so if any Board members would like to attend any or all of the events, please contact Scott Mitchell, Director of Maintenance.

Recognition of Employee with 20 Years of Service

Postponed until July Board Meeting

Recognition of Retired Employee

Anne Muzzini, Director of Planning & Scheduling will retire on June 30 after a distinguished career in public transportation. The Board recognized and thanked Ms. Muzzini for her years of service with County Connection.

REPORT OF STANDING COMMITTEES

Administration & Finance Committee

Revised Fiscal Year 2018 Draft Budget

Director Dessayer stated that the A & F Committee reviewed the budget again and noted it has been updated but that there have been no major changes.

MOTION: Director Dessayer moved approval of Resolution No. 2017-018, Adoption of Final Fiscal Year 2018 Operating and Capital Budget in the Amount of \$39,043,258. Director Wilk seconded the motion and it received the following vote of approval:

Aye:	Directors Andersen, Dessayer, Diaz, Hoffmeister, Hudson, Noack, Storer, Tatzin and Wilk
No:	None
Abstain:	None
Absent:	Directors Schroder and Worth

Ten Year Forecast Preliminary Options

Director of Finance, Erick Cheung, presented the ten year financial forecast and preliminary options to address anticipated reductions in revenues and increases in expenses. The Board reviewed the need to consider an increase in fares and/or add fares to some of our free ride bus lines, deferring capital purchases between 2020-2023, and reductions in transit service. General Manager Ramacier reported on MTC's initiative to restructure transit fares on a regional basis. After further discussion, staff was directed

to develop fare increase proposals for the Administration and Finance Committee to review, and to continue to keep the Board informed of future developments..

Marketing, Planning & Legislation Committee

Bus Advertising Services-Contract Services

Director Diaz introduced the item as a proposed contract extension for 2-years. Director of Planning, Anne Muzzini stated that County Connection has a 3 year contract with two 1-year options with Lamar Transit to provide bus advertising services. Staff recommends exercising both options.

MOTION: Director Wilk moved approval to exercise the two (2) one-year extensions with Lamar Transit LLC for bus advertising services. Director Dessayer seconded the motion and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Diaz, Hoffmeister, Hudson, Noack, Storer, Tatzin and Wilk
No: None
Abstain: None
Absent: Directors Schroder and Worth

Operating & Scheduling Committee

Low-No Grant Route Selection

Manager of Planning, Ruby Horta informed the Board that County Connection engaged the technical advisory services of the Center for Transportation and the Environment (CTE) to analyze the bus routes that would be optimal for the deployment of four electric buses that County Connection will procure under a FTA Low-No grant. CTE studied routes 5, 7 and 91X, taking into account the length of the route, the location for the charging stations, and ridership. CTE established that the Route 5 would be the best option, because it is at the most 88 miles, a second charger will be at Walnut Creek Bart station if it needs to be charged and the ridership is great on this route.

MOTION: Director Storer moved approval to endorse CTE's recommendation to deploy the next four electric buses on Route 5. Director Noack seconded the motion and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Diaz, Hoffmeister, Hudson, Noack, Storer, Tatzin and Wilk
No: None
Abstain: None
Absent: Directors Schroder and Worth

600 Series Service-School Trippers

Director Robert Storer explained to the Board that County Connection's service area includes 30 schools and 6 different districts. All have different start and end times on regular days as well as minimum days. Ruby Horta, Manager of Planning, explained County Connection's existing school tripper policy and the challenges of accommodating increasingly complex school schedules, consistent with federal regulatory requirements to operate regularly scheduled fixed route transit service that is open to all members of the

public. Director of Transportation, Bill Churchill informed the Board that every school year we reach out to the school districts on their bell schedules and although we cannot effectively give every school exactly what they want, County Connection does its best to be efficient and timely for all.

MOTION: Director Storer moved approval that the 600 service meet the first start bell time and the last end bell time on regular and minimum days for Fall 2017. Director Noack seconded the motion and it received the following vote of approval:

Aye: Directors Andersen, Dessayer, Diaz, Hoffmeister, Hudson, Noack, Storer, Tatzin and Wilk
No: None
Abstain: None
Absent: Directors Schroder and Worth

BOARD COMMUNICATION: None

ADJOURNMENT: Chair Hoffmeister adjourned the regular Board meeting at 10:08 a.m.

Minutes prepared by

Lathina Hill
Assistant to the General Manager

Date

TO: Board of Directors

DATE: July 11, 2017

FROM: Rick Ramacier
General Manager

SUBJECT: Administrative
Reorganization

Background

Over the past years, a number of administrative based positions have remained unfilled or eliminated upon an incumbent's departure. Often this was part of cost cutting measures, less often it was due to a lack of a qualified replacement. Thus, senior staff (in terms of time on the job) absorbed many of the functions from these unfilled or lost positions. Other functions were no longer covered.

Through recent retirements of long time senior administrative employees, an increasing work load for remaining administrative employees, and the increasing technical and political nature of delivering public transportation service, an unsustainable strain is upon the work force as well as the current organizational chart. In short, we have allowed the administrative staff levels to shrink too much and the current structure of the Authority is a hinder to attracting and developing critical staff in support of providing modern and expected transit services.

It should be noted that the shrinkage in staff was greater between 2004 and 2010, while the work increase has largely happened since 2013 or so. Also, the departure of long time senior employees picked up in pace after 2013. Thus, the impact to the administrative workforce from the departure of employees and the current organization chart was delayed and is now being fully felt at this time.

To address this situation, the General Manager seeks to reorganize the administrative structure of the Authority. The purpose is to update the organizational structure so that the Authority can meet its vision and mission in delivering public transportation service effectively, efficiently, safely, and responsively well into the next decades.

Brief Analysis of Current Situation

The functional areas that could use greater staff attention and oversight are, accessible services (including paratransit contract oversight), human resources, and information technology. Furthermore, the structure was greatly flattened shortly after I became General Manager. In my view, we are too flat. In order for us to be truly effective in a manner consistent with the direction and goals of the Authority, the organizational structure should increase its verticalness at this time. This will facilitate teamwork, consistency, and better overall staff performance and accountability.

We have enjoyed the benefit of having a number of well experienced long term senior people in management at the Authority. The downside of this is that since 2013, a number of these folks have left, and a few more are likely to leave within the next few years. A highly experience and competent team not only can overcome the inherent weaknesses of a relatively flat structure, but can actually sometimes thrive in one at times.

As these long term employees have left, we have and continue to work hard to replace them with capable talent. We have been somewhat successful in this. The one thing the newer people tend to not have is the well-developed experience of their predecessors. Their continued and on-going development is very important for them to reach their full potential. Thus, this situation may call for a more vertical structure to support this.

Current Structure

The current organizational structure has Directors followed by Senior Managers followed by Managers. There are no Assistant General Managers or Chiefs per se. Recently, some Directors have been reluctant to make decisions or recommendations that are not entirely within their respective department. Meanwhile, these types of multi-departmental decision needs have been growing. At the same time, confusion has developed between the roles, functions, and compensation distinctions between Senior Manager and Manager. Thus, lines of communication and command have been inefficiently blurred.

New Structure

The new structure proposes to have an Assistant General Manager- Administration, a Chief Operating Officer, and a Chief Financial Officer. The next layer would be Directors followed by Managers. The title of Senior Manager would cease. This structure would provide the General Manager with a more consolidated span of control, take advantage of three very strong proven leaders among the existing employees, and provide regular and high level support to a handful of younger employees who with such help are ready to take on the role of department head. Finally, this will allow me to spend more time effectively representing our interests externally as is needed at this time.

Financial Considerations & Benefits to Reorganization

In the short term, there is a net growth of four staff to the administration of the Authority under the proposed plan. Over the next year or so, that will likely be offset by the elimination three possibly four positions through attrition.

The four net positions that the new structure will have could cost up to an estimated \$480,000 per year (revised from the \$430,000 per year figure given to the A&F Committee). The savings from eliminating select positions through attrition should save an estimated \$410,000 per year (revised from the \$375,000 per year figure given to the A&F Committee) upon completion of said attrition. Further discussions as recent as this week suggest that the attrition will be complete by the end of fiscal year 2018.

The benefits of this reorganization to County Connection include a more efficient and productive workforce. Over the long term, this should allow us to maintain appropriate staffing if, or when we are next faced with budgetary based challenges. However, just as important is that this new structure will serve to help us retain, train and maintain top talent. This will allow us to build services that continue our stellar safety record, are delivered with good quality, are creative and responsive, and ultimately lead to increases in ridership and relevance.

Options

- 1.) Implement an administrative reorganization as put forward in Attachment A.
- 2.) Implement a different administrative reorganization.
- 3.) Stay with the current organizational chart as in Attachment B.

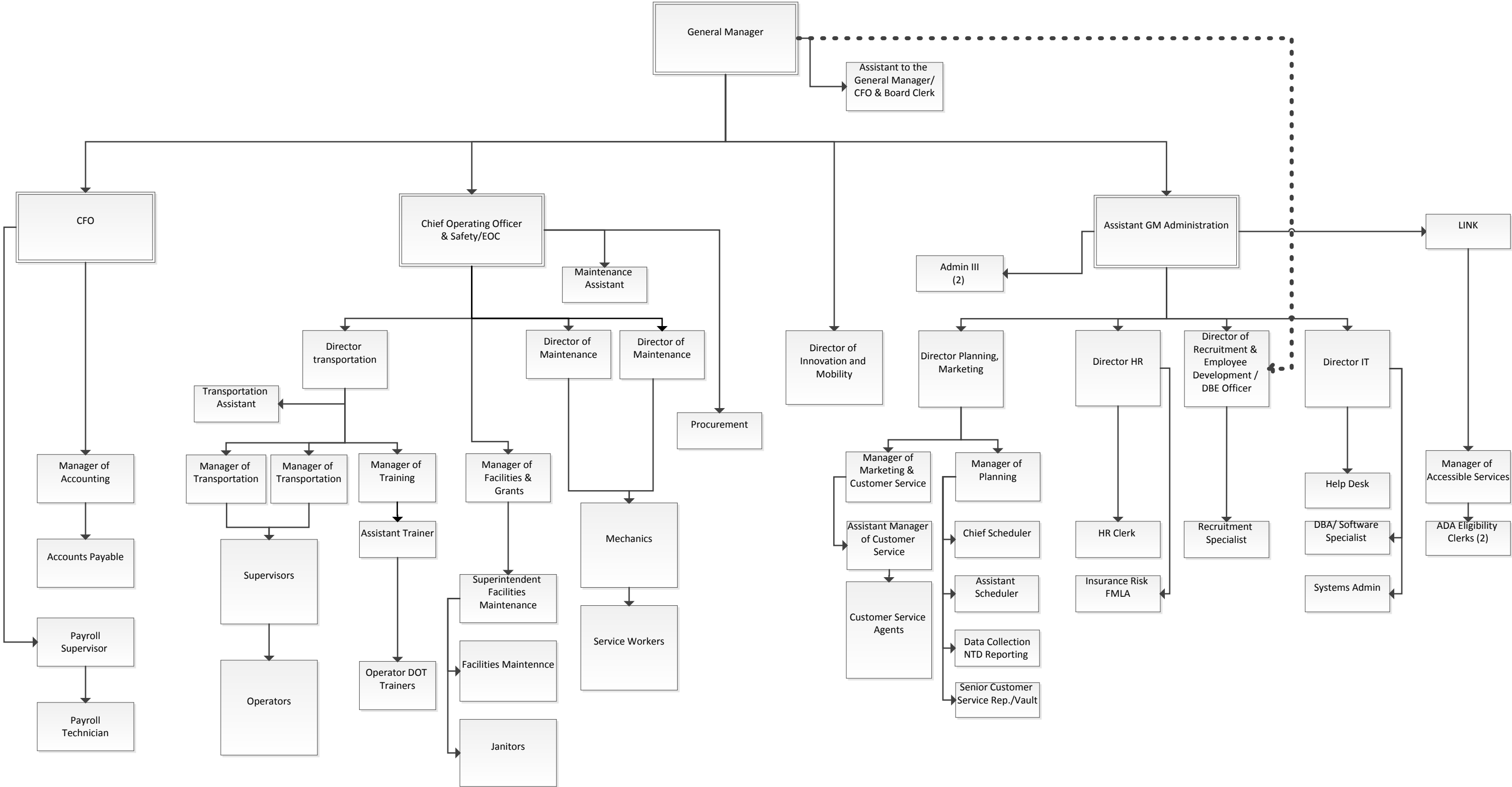
A&F Committee Recommendation

This proposal was reviewed by the A&F Committee. They recommend approval by the Board of Directors.

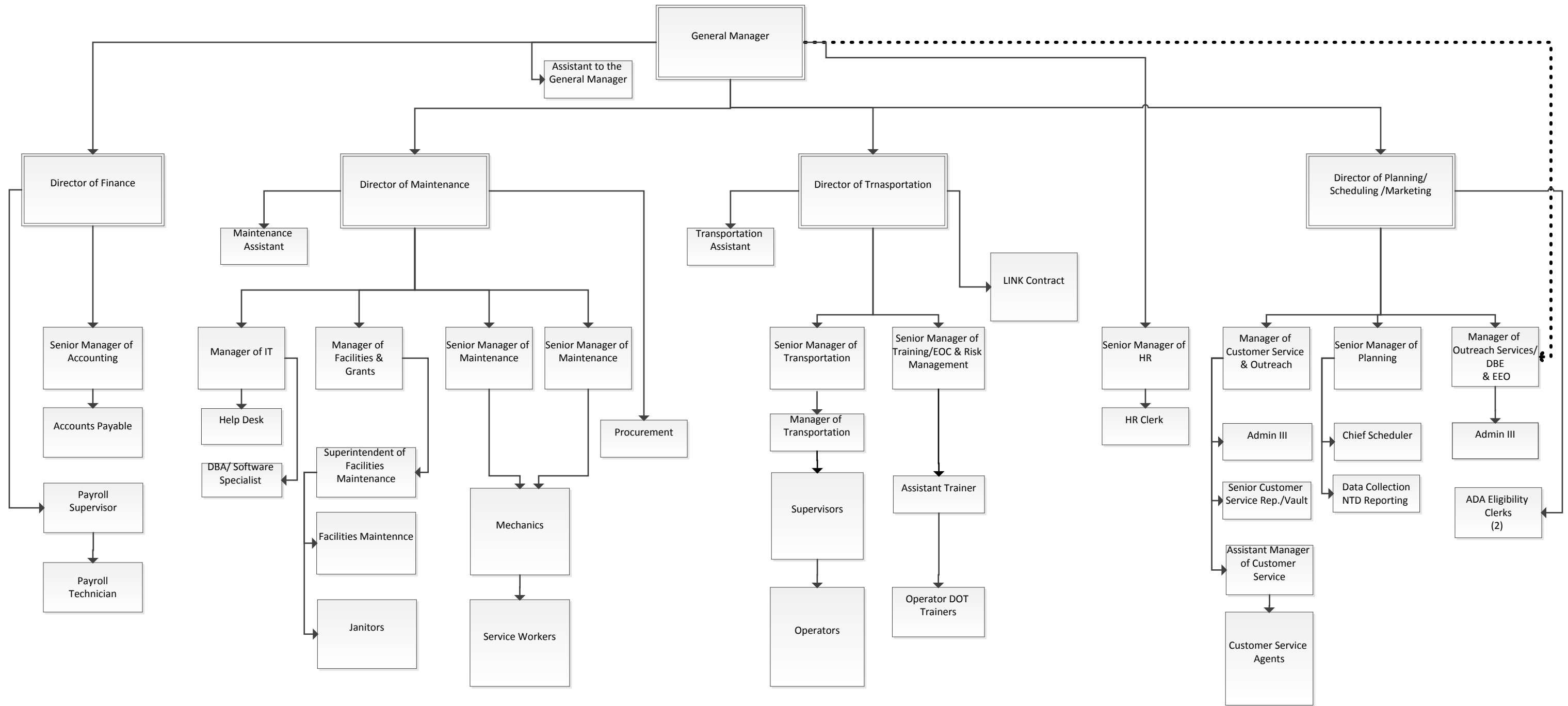
Action Requested

The A&F Committee and the General Manager respectfully request that the Board of Directors approve Option 1.) as described herein.

Attachment A



Attachment B



To: Board of Directors
From: J. Scott Mitchell
Director of Maintenance

Date: July 11, 2017
Reviewed by:

SUBJECT: Paratransit Van Replacement

SUMMARY OF ISSUES: County Connection needs to replace three (3) Paratransit vans for the Link service. To be replaced with three 22-foot cutaways.

The Moronogo Basin Transit Authority in partnership with CalACT put together a consortium Request for Proposal for Paratransit vans. As a member of CalACT, County Connection is eligible to purchase Paratransit vans off of this Contract.

FINANCIAL IMPLICATION: County Connection has a Federal Grant to replace these vehicles.

Grant #2016-057:	\$295,200
Local match will come from TDA:	<u>\$ 73,080</u>
Subtotal:	\$368,280

TOTAL FUNDS AVAILABLE FOR THIS PROJECT: \$368,280

OPTION 1: Purchase three (3) vans off of the MBTA-CalACT Consortium Contract. Cost not to exceed \$368,280.

FINANCIAL IMPLICATION: Vehicle cost not to exceed \$368,280 total.

OPTION 2: Release new Specification and Request for Proposal for three 22-foot cutaways.

FINANCIAL IMPLICATION: Unknown. Price per vehicle may be higher because we would be accepting bids on a smaller number of vehicles at a later date.

RECOMMENDATIONS: The O&S Committee recommends that the Board of Directors authorize the General Manager to purchase three 22-foot cutaways from Creative Bus Sales using pricing from the MBTA-CalACT Consortium Contract.

ACTION REQUESTED: The O&S Committee recommends that the Board of Directors at its July 20, 2017, meeting, adopt a resolution authorizing the General Manager to purchase three (3) Paratransit vans from Creative Bus Sales. Total cost of the vehicles including tax and delivery not to exceed \$368,280.

RESOLUTION NO. 2018-001

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY
BOARD OF DIRECTORS**

**AUTHORIZING PURCHASE OF THREE (3) PARATRANSIT VEHICLES
THROUGH THE CALACT/MBTA PURCHASING COOPERATIVE PROGRAM**

WHEREAS, the County of Contra Costa and the Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("County Connection"), a joint exercise of powers agency created under California Government Code Section 6500 *et seq.*, for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions;

WHEREAS, based upon the replacement schedule for vans used by the Paratransit Division, three (3) vans are scheduled for replacement in 2017; and

WHEREAS, the Moronogo Basin Transit Authority ("MBTA"), serving as the lead agency for the California Association for Coordinated Transportation ("CalACT"), solicited competitive proposals for paratransit vehicles, under MBTA Contract #15-03 CBS, which contract was awarded to Creative Bus Sales, Inc. ("MBTA Contract");

WHEREAS, County Connection, as a member of CalACT, is eligible to purchase off of the MBTA Contract;

WHEREAS, staff recommends that County Connection utilize the MBTA Contract to purchase three (3) replacement vans, as the most expeditious and efficient procurement method that is available on a cost-effective basis; and

WHEREAS, federal funding is available, with TDA funds to be used as the local match, for the purchase of the replacement vans.

NOW, THEREFORE, BE IT RESOLVED that the Central Contra Costa Transit Authority Board of Directors hereby authorizes the General Manager, or his designee, to purchase three (3) 22-foot cutaway vehicles through the MBTA Contract with Creative Bus Sales, Inc. at a total cost of \$368,280.

Regularly passed and adopted this 20th of July, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Laura Hoffmeister, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board

To: Board of Directors

Date: 07/10/2017

From: Ruby Horta, Manager of Planning

Reviewed by: 

SUBJECT: Pilot Project in Alamo Creek (CSA T-1)

Background:

In 2014, County Connection entered into an agreement with Contra Costa County to provide transportation service within the County Service Area T-1 (CSA T-1) located in defined neighborhoods in Eastern Danville near Blackhawk. The County formed the special CSA specifically for the purpose of financing public transit service for the residents. The service is paid for by the County using fees collected from residents through their property taxes.

Since implementation, the service has been operated by First Transit with LINK shuttle vans and is free for residents in the defined area. The service is demand response for individuals traveling between the defined neighborhoods, the Danville Park 'n Ride lot, and the Walnut Creek BART station. The shuttle may also stop at other locations within the 1.5 mile corridor along Camino Tassajara and I-680.

The shuttle picks up passengers at their door and operates during the commute hours, 3 trips in the morning and 3 trips in the afternoon. It is scheduled to leave Alamo Creek (headed to Walnut Creek BART) at: 6:30, 8:00, and 9:00 in the morning and in the afternoon it leaves Walnut Creek BART (headed back to Alamo Creek) at 3:00, 4:30, and 6:00. Currently, passengers must call LINK's dispatch office to schedule their pick up/drop off. Passengers have identified this process to be inconvenient and due to high call volumes at LINK, passengers are often placed on long holds. In an effort to enhance this existing service, staff has been evaluating software options that will allow passengers to book their rides directly on their mobile device, thus making the service more convenient and more accessible to potential riders.

About Transloc:

Staff has been researching new technology solutions and would like to introduce the TransLoc on-demand scheduling system, on a trial basis. TransLoc is a transportation technology provider that is on the forefront of delivering micro transit solutions to transit agencies. Their software is similar to that of transportation network companies (TNCs), such as Uber and Lyft. In our case, Alamo Creek residents would download the TransLoc application, create a profile and schedule or cancel their rides directly on their mobile device. Additionally, passengers will be able to track the bus and receive notifications, in the event of an unforeseen delay. Riders will continue to have the

option of calling dispatch to schedule their rides. Scheduled rides are automatically assigned to the vehicle and communicated to the driver, over the cellular network using iPads that will be installed in the vehicles. TransLoc will provide training for both the drivers and dispatchers.

Pilot Project:

County Connection understands that transit and passenger needs are shifting. The 6-month pilot project designed for the Alamo Creek service will allow staff to gain experience with on-demand software, with minimal financial risks. The cost to operate the service is paid for by the County and it has an existing captive audience. Upon completion of the 6-month pilot, staff will evaluate its success and lessons learned. Based on the level of success of the pilot project, staff may consider deployment in other areas. As the agency works to improve productivity, this type of transit option may provide opportunities as staff evaluates route realignments.

Recommendation:

For information only.

Financial Implications:

County Connection has agreed to pay \$15,000 for the 6-month pilot which includes software licensing for up to 15 vehicles. This fee also covers the cost for computer simulations of other potential areas that could be suitable for this type of service.

Implementation of this transportation solution in other areas would require additional ongoing financial commitments. The annual per vehicle licensing fee would range between \$3,600 and \$6,000 and each vehicle requires a data plan priced at about \$500 per year.



We've made responsive transit simple. TransLoc OnDemand is revolutionizing first-mile/last-mile services with automated demand-response technology.

HOW ONDEMAND WORKS

AN ILLUSTRATIVE GUIDE to TransLoc OnDemand and how to enable easy, efficient demand-response transit that works for your agency.

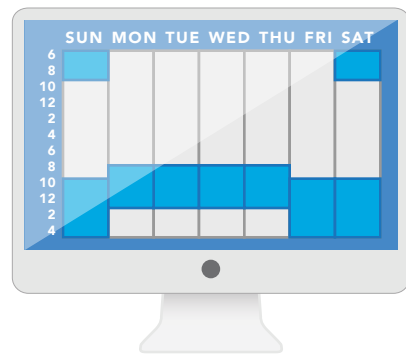
1 | SETUP

DEFINE REGIONS



Map out service area regions.

SCHEDULE SERVICES



Configure operating hours to best fits your needs.

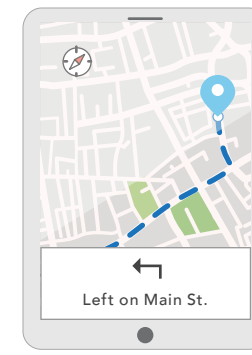
ASSIGN VEHICLES



Pre-allocate vehicles to regions & services—change them at any time.

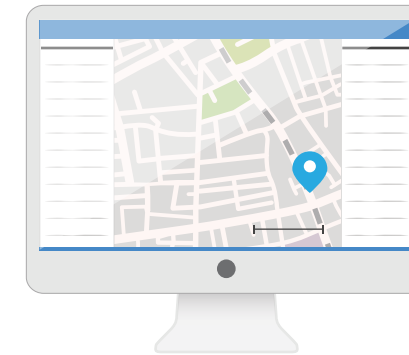
2 | OPERATION

DIRECT OPERATORS



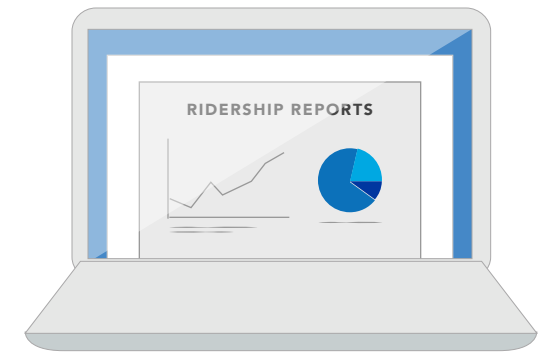
Vehicle operators get iPads that automatically track & direct rides.

SIMPLIFY DISPATCH



Dispatchers log in to one intuitive dashboard to manage services.

OVERSEE SERVICES



Administrators can review historical data in real time & access in-depth reporting

3 | EXECUTION

BOOK RIDES



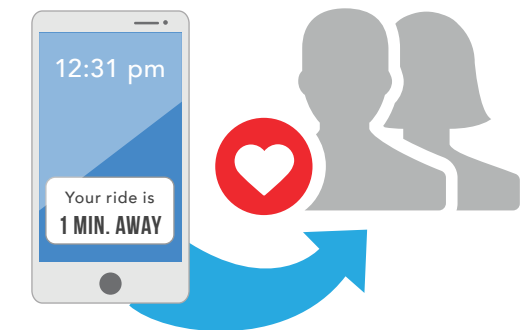
Passengers request rides via their mobile phone or online & dispatchers field calls to book rides from anywhere.

MANAGE TRIPS (AND YOUR BUDGET)



OnDemand optimizes driver directions & groups rides/riders based on origin/destination, making your system more efficient & economical—automagically!

IMPROVE THE PASSENGER EXPERIENCE



Your passengers stay in the know with real-time tracking and get alerts when their ride is close—reducing their wait time and keeping passenger satisfaction at an all-time high.

To: Board of Directors

Date: 07/10/2017

From: Ruby Horta, Manager of Planning

Reviewed by: *Ruby*

SUBJECT: Service Changes Timeline

Background:

County Connection's current financial forecast anticipates the need for service changes in order to maintain a balanced budget. Over the last few months, the Board of Directors has been presented with various alternatives that would reduce expenses and/or increase revenues. The options include fare increases and service adjustments. In order to implement new service a year from now, in Fall 2018, the Board of Directors must provide direction in the next couple of months, based on options developed by staff. Below is a schedule of activities proposed by staff:

Activity	Completion Date (tentative)
Committee & Board to Review Initial Proposal	08/17/2017
Committee & Board to Review/Approve Revised Proposal	09/21/2017
Staff to Conduct Public Outreach Process	Sept. 2017 – Feb. 2018
<i>Public Hearing</i>	
<i>Stakeholder Meetings</i>	
<i>Title VI Analysis</i>	
Board to approve Final Proposal	04/19/18
Finalize Fall 2018 Schedules	05/17/18
Implement New Service	08/12/18

Starting in August, staff would present an initial proposal for Board review. Based on feedback received, staff would present a revised proposal in September. Upon Board approval, staff can conduct the necessary public outreach. The public outreach period would begin in September and would include a public hearing, meetings with various stakeholders, and a Title VI analysis. Upon completing the public outreach process, a final proposal would go to the Board for approval in April. Fall 2018 schedules would be finalized in the middle of May for service to begin in the middle of August.

Staff acknowledges the timeline is rather ambitious and based on staffing available to be allocated to service planning as well as direction provided by the Board, milestones dates may be adjusted. The goal is to develop robust service planning scenarios rather than rush to a decision.

Recommendation:

For information only.

Financial Implications:

To be determined.

To: Board of Directors

Date: July 11, 2017

From: Mary Burdick

Reviewed by:

SUBJECT: Appointment of Jim Donnelly to Advisory Committee Representing Town of Danville

Summary of Issues:

On June 30, 2017 the Danville Town Council approved the appointment of Jim Connelly to serve on the County Connection's Advisory Committee representing the Town of Danville. The appointment will expire in June of 2019.

Recommendation:

Approve the appointment of Jim Connelly as the representative for the Town of Danville on County Connection's Advisory Committee.

Attachment:

Appointment notice and application



Mary Burdick <burdick@cccta.org>

Danville - County Connection Citizens Advisory Committee appointment

Marie Sunseri <MSunseri@danville.ca.gov>
To: Mary Burdick <burdick@cccta.org>
Cc: Jim Donnelly <james.r.donnelly@comcast.net>

Wed, Jun 21, 2017 at 10:47 AM

Good morning Mary,

On June 20, 2017 the Danville Town Council took action to appoint Jim Donnelly as Danville's representative for a two-year term ending June 30, 2019. Attached is his application and contact information. Please contact Mr. Donnelly and provide him with the information regarding the Committee. Thank you!

I am copying him on this email. Please let me know if you have any questions.

Marie Sunseri, MMC
City Clerk, Town of Danville
510 La Gonda Way
Danville, CA
[925-314-3401](tel:925-314-3401)

 **Donnelly, Jim County Connection app 2017.pdf**
312K

3. How often do you use public transit?

- | | |
|-----------------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Daily (5-7 days/week) | <input type="checkbox"/> Emergencies |
| <input type="checkbox"/> Frequently (2-4 days/week) | <input type="checkbox"/> Never |
| <input type="checkbox"/> Infrequently (1 day/week) | <input type="checkbox"/> Recreational use |

Please indicate your availability on the following dates for a 15-minute interview with the Danville Town Council:

Date: Yes No

Date: Yes No

Date: Yes No

You will be contacted to confirm the date, time and location of the interview.

Date/time submitted: _____

Submit completed application to the City Clerk:

E-mail: msunseri@ci.danville.ca.us

Fax: (925) 838-0548

Mail: City Clerk, Town of Danville, 510 La Gonda Way, Danville, CA 94526

**Central Contra Costa Transit Authority
Advisory Committee
Role and Function
Proposed May, 13, 2011**

Purpose

The primary purpose of the Central Contra Costa Transit Authority Advisory Committee will be to review, analyze and advise the County Connection Board of Directors on issues and policies relating to fixed-route and paratransit service. The Advisory Committee will be asked to consider and make recommendations on finance and planning documents that include but are not limited to the following:

- CCCTA Ten Year Short Range Transit Plan
- Annual operating and capital budget
- Annual marketing plan
- Other issues such as operations, scheduling, administration, finance, and legislation.

Composition

The Advisory Committee shall be comprised of eleven (11) members from Central Contra Costa County. Each member jurisdiction will be requested to recommend one member from that jurisdiction for appointment by the CCCTA Board of Directors. Each member jurisdiction may also recommend an alternate member from that jurisdiction for appointment by the CCCTA Board of Directors. The following criteria should be considered:

- Representative should be active in community participation and involvement
- Representative should reside in the appointed community
- Representative should be a current or former user of fixed-route and/or paratransit service, or an advocate for transit users in their communities.

Term

- Members will be appointed for a two-year term, with no limit on the number of terms served.
- If during his/her term, a representative resigns, is removed, or unable to continue to serve, the recommending jurisdiction will be requested to appoint a successor, to be approved by the CCCTA Board of Directors to serve the balance of the term.
- If a member misses three or more consecutive meetings without cause, the Advisory Committee may request that member resign or be removed by the CCCTA Board after consultation with the affected jurisdiction.

Officers

- The Advisory Committee will elect officers who will serve one-year terms. Officers will include a chair and a vice chair.

Meetings

- The Advisory Committee will meet every other month. However, if the Committee wishes to have a special meeting, any member may request that the Chair ask the staff liaison to schedule such a meeting.
- A majority of those present shall be required to adopt an action.

Charge

The Advisory Committee is charged with the responsibility of acting as ADVISORS to the CCCTA Board of Directors, and of collecting and reporting service issues and concerns received from the jurisdictions. Members may volunteer, or be appointed by the Chair to attend scheduled CCCTA Committee meetings, participate in Advisory Committee subcommittees, or undertake other duties for the Advisory Committee.

Furthermore, the Committee is charged with the responsibility of acting as DISSEMINATORS of information in their community, and of assisting in the education of their jurisdictions regarding the fixed-route and accessible services that are available.

In fulfilling these responsibilities the Committee will:

- Make formal recommendations in the form of written communications and reports to the CCCTA Board of Directors, and where appropriate, supplement with oral comments
- Appoint a member to serve as the Committee liaison to the Contra Costa County Paratransit Coordinating Council
- Act as a forum for fixed-route, accessible services, and LINK paratransit users to express concerns or ideas about the services to the Authority.

In fulfilling this charge, individual members may be expected to:

- Network with other interested citizens and groups in the community.
- Maintain a working relationship with the Board representative from his/her jurisdiction
- Assist CCCTA staff at community or business events