

**Summary Minutes
Operations & Scheduling Committee
Supervisor Andersen Office
3338 Mt. Diablo Blvd.
Lafayette, CA
Friday, August 4, 2017, 8:00 a.m.**

Directors: Robert Storer, Dave Hudson

Staff: Rick Ramacier, Bill Churchill, Ruby Horta, Sean Hedgpeth

Public: None

Call to Order: Meeting called to order at 8:00 a.m. by Director Storer.

- 1. Approval of Agenda Items:** Agenda was approved.
- 2. Public Comment and/or Communication:** None.
- 3. Approval of O&S Summary Minutes for July 7, 2017:** Minutes were approved.
- 4. Transloc Agreement Update**

Ms. Horta provided a verbal update on the Transloc Agreement. Staff and Transloc are reviewing the details of the agreement.
- 5. Service Changes Update**

Ms. Horta shared a number of ideas to expand on the two proposed concepts: 1) increase productivity with current revenue hours and 2) reduce service to address financial forecast. Staff was not in a position to make final recommendations. Additional analysis will be conducted the coming weeks to determine how service can be restructured.

Mr. Storer asked if staff had any updates on SB1 funds. Mr. Ramacier indicated that MTC has not made any final determinations and that they are not expected to make an announcement on how funds will be allocated for another few months.

Mr. Hudson reiterated the need to increase fares.
- 6. Draft School Policy**

Ms. Horta focused on the two key points of the proposed school service policy. County Connection would require school to provide schedules 4 months prior to the beginning of the following school year. Also, County Connection would only commit to meeting the first start bell time and the last end bell time.

Mr. Hudson indicated that schools may have mechanisms in place to accommodate students when they arrive before school starts, such as opening the

library. Both Mr. Hudson and Mr. Storer were in favor of forwarding the draft policy to the Board.

Mr. Churchill explained that some schools may not have the ability to meet the 4 month deadline. Staff will be in communication with school representatives to explain County Connection's position and limitations when scheduling school service.

7. Reports

- a. Fixed Route Monthly Report – Staff reported on the fixed route statistics.
- b. LINK Monthly Report – Staff reported on LINK statistics.

8. Committee Comments – None.

9. Future Agenda Items – None.

10. Next Scheduled Meeting – September 1st, at 3338 Mt. Diablo Blvd., Lafayette CA.

11. Adjournment – The meeting was adjourned at 9:00 a.m.

Minutes prepared and submitted by: Ruby Horta, Acting Director of Planning and Marketing