

**Summary Minutes  
Operations & Scheduling Committee  
Supervisor Andersen Office  
3338 Mt. Diablo Blvd.  
Lafayette, CA  
Friday, September 1, 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 August 4, 2017:** Minutes were approved.
- 4. Transloc Agreement Update**

Ms. Horta provided a verbal update on the Transloc Agreement. Staff and Transloc have finalized the details of the agreement.
- 5. Cap and Trade Update**

Ms. Horta provided an update on new Low Carbon Transit Operations Program (LCTOP) guidelines for routes serving Disadvantaged Communities (DAC). The old criteria allowed a bus route to be up to ½ mile away from a DAC, but new guidelines stipulate that the bus route travel directly through a DAC. County Connection's Route 3 in Martinez is currently funded with LCTOP funds but it is not compliant with the new criteria. Route 3 is ½ mile from the DAC.

Mr. Ramacier provided an update on Senate Bill 1 (SB1) and indicated that MTC is considering giving State Transit Assistance (STA) population-based funds directly to CMAs instead of small operators. A letter is being drafted from Bay Area small operators to ask that cap and trade money be directly granted to operators.
- 6. Sample Comprehensive Operations Analysis – Route 16**

Mr. Hedgpeth presented a detailed look into Route 16 in Martinez that included several data visualizations and charts of ridership and other operational statistics. This will be part of a larger Comprehensive Operations Analysis (COA) that will be done for all County Connection routes.

Mr. Storer asked if data driven planning was new for CCCTA. Mr. Ramacier explained that data analysis at this level of detail has not been done since the last

major service change in 2008/2009. Mr. Churchill said that our new data tools would make this COA unique, compared to the original manual fieldwork surveys that County Connection has used in the past.

**7. Draft School Policy**

Ms. Horta updated the committee on the draft County Connection School Policy after legal review. County Connection will only commit to meeting the first start bell time and the last end bell time.

Staff wanted to ensure that 'zero' period and after school activities would not be explicitly covered in County Connection's School Policy concerning first and last bells.

**8. Reports**

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

**9. Committee Comments** – None.

**10. Future Agenda Items** – None.

**11. Next Scheduled Meeting** – September 29<sup>th</sup>, at 3338 Mt. Diablo Blvd., Lafayette CA.

**12. Adjournment** – The meeting was adjourned at 9:10 a.m.

Minutes prepared and submitted by: Sean Hedgpeth, Manager of Planning