

County Connection

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Agenda Item No. 4.a.

CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

September 21, 2017

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Vice Chair Rob Schroder 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, Wilk and Worth. Director Hoffmeister was absent.

Staff: Ramacier, Chun, Barnes, Carroll, Cerda, Cheung, Cordero, Enis, Forrest, Glenn, Gray, Griscti, Hedgpeth, Hill, Horta, Joe, Martinez, Mitchell, Nolen, Oliva, Proctor-Williams, Robinson, Rogers, Rooshen and Taylor

Public Comment:

Ralph Hoffman, a citizen from Walnut Creek came to speak on the importance of transit with all of the traffic congestion on Highways 680, 24 and 4.

Lauren Rubenstein, a resident of the City of Lafayette spoke on the lack of bus service in Lafayette. She would like to see added service for the western end of Lafayette to serve the schools. An added morning route and one more afternoon route would help parents with the dropping off and picking up of their children. Director Andersen suggested that a more global discussion of school tripper service might be in order at a subsequent Board meeting. General Manager Rick Ramacier said that staff will prepare a presentation on the current schools that are served, the process and timeframe for evaluating service requests, and the considerations that go into what is feasible, for the Board's later consideration.

CONSENT CALENDAR

MOTION: Director Noack moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of August 17, 2017; (b) CCCTA Investment Policy-Quarterly Reporting Requirement. Director Worth seconded the motion and it received the following vote of approval:

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

REPORT OF CHAIR:

2016 Employee Chair's Award of the Year

On behalf of the Chair, General Manager Ramacier presented the 2016 Chair's Award to all eleven transit employees who responded to and assisted with the impacts on bus service and passengers due to the large sink hole in Orinda. [List names] Director Worth also acknowledged and thanked the employees for their help with the sink hole impacts.

Recognition of the General Manager's Award for 2016

Rick Ramacier presented the General Manager's 2016 Employee of the Year award to Trisha Rogers. Scott Mitchell provided remarks about Trisha Rogers' substantial and dedicated contribution to the success of the maintenance department.

Recognition of 2016 Employees of the Year

Rick Ramacier announced the 2016 Employees of the Year awards by department and thanked each of these individuals for their dedicated service.

Administration: Juanita Proctor-Williams
Maintenance: Jason Blout
Operations: Paul Harden and Ordice Taylor

Seating of CCCTA Officers for 2017-2018:

Chair: Rob Schroder
Vice Chair: Sue Noack
Secretary: Jim Diaz

Committee Assignment Announcement by Chair Schroder:

Administration & Finance Committee
Al Dessayer
Laura Hoffmeister
Don Tatzin

Marketing, Planning and Legislation
Candace Andersen
Kevin Wilk
Amy Worth

Operations and Scheduling
Jim Diaz
Dave Hudson
Sue Noack
Robert Storer

REPORT OF GENERAL MANAGER:

Update on MTC Implementation discussions regarding SB1 State Transit Assistance (STA) Population Based Funds

Rick Ramacier stated that MTC has not released its plan on how it will allocate the SB1 Population Based Funds, yet. MTC has asked Rick Ramacier for his input regarding the small operators and he has met with

the small operators in the area to discuss all of our needs and wants. As developments occur, he will report back to the Board on the final decisions are.

REPORT OF STANDING COMMITTEES

Operations & Scheduling Committee

Updated Policy-on Public Bus Service to Schools

Director Robert Storer stated that the revised policy takes into account what service County Connection can efficiently run to coordinate with school schedules in our service area. Schools must submit the academic school year schedule to County Connection at least 3 months before school starts, so staff have enough time to alter the bus schedules if possible. County Connection will strive to meet the first start bell time and the last end bell time for regular school days. Although we would like to make every request, County Connection must work efficiently and is not a school bus service. We are a public transit company that services schools. Director Noack inquired about where service is provided currently. Director Tatzin inquired on how school requests for new service would be scored.

MOTION: Director Hudson moved approval of Resolution No. 2018-003, approving Updated Policy-For Public Bus Service to Schools. Director Dessayer seconded the motion and it received the following vote of approval:

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

Sample Draft of Comprehensive Operations Analysis, Route 16

Sean Hedgpeth, Manager of Planning, presented a sample of a comprehensive operations analysis to evaluate service productivity, using Route 16 as an example. In addition to analyzing data collected on the technology aboard buses, he explained that he has been physically riding County Connection buses and talking to our passengers about service, possible route changes and their overall experience riding our buses. The plan is to complete a comprehensive operations analysis for all routes in the next two months. The analysis will be used to develop service restructure proposals for the Board's consideration in order to increase efficiency, and if necessary, to reduce service based on financial limitations.

BOARD COMMUNICATION: None

ADJOURNMENT: Chair Schroder adjourned the regular Board meeting at 9:52 a.m.

Minutes prepared by

Lathina Hill
Assistant to the General Manager

Date