

**Summary Minutes
Operations & Scheduling Committee
Supervisor Andersen Office
3338 Mt. Diablo Blvd.
Lafayette, CA
Thursday, November 3, 2017, 8:00 a.m.**

Directors: Robert Storer, Sue Noack, Jim Diaz

Staff: Rick Ramacier, Bill Churchill, Ruby Horta, Scott Mitchell, 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 October 5, 2017:** Minutes were approved.

4. Maintenance Project

Mr. Mitchell explained the upcoming project to resurface and restripe our upper parking lot. This will require a weekend closure of the parking lot. Tri-Valley Excavating Co. had the winning bid and the Committee voted unanimously to approve the contract.

5. New Service Policy

Mr. Ramacier explained the background of the intent of the original New Service Policy and how that process has evolved up to this point. The requirements to add somewhat limit flexibility.

Director Storer stated that he would like to see this policy updated in the future. Mr. Ramacier indicated that upon completing the Comprehensive Operational Analysis and the Strategic Plan, staff would be in a position to make recommendations on a new service policy.

6. Comprehensive Operations Analysis- Local Routes

Mr. Hedgpeth provided a run through of the Comprehensive Operations Analysis (COA) for the local routes in the system. Director Storer inquired about bus operations terminology and how the routes are compared to each other. The routes are compared relative to the average of all local routes. Mr. Hedgpeth stated that this analysis will be used to determine future service changes. The express, weekend, and school routes are the next route types slated for a COA.

7. Shared Autonomous Vehicle

Mr. Barnes summarized a new autonomous vehicle shuttle route in a partnership with LAVTA in Dublin. This would be the first autonomous shuttle route in America with intersections along the route. An attendant would be onboard the vehicle at all times. New state legislation was passed as part of AB144 to allow the operation of this route on public streets.

8. Reports

Staff reported on the fixed route statistics.

9. Committee Comments

Director Noack thanked staff for submitting the COA.

Director Storer asked about when the rest of the COA will be complete and how it fits into possible proposed changes.

10. Future Agenda Items

- Express Routes COA

11. Next Scheduled Meeting – December 1st, at 3338 Mt. Diablo Blvd., Lafayette CA.

12. Adjournment – The meeting was adjourned at 9:30 a.m.

Minutes prepared and submitted by: Sean Hedgpeth, Director of Planning & Marketing