

**Summary Minutes
Operations & Scheduling Committee
Supervisor Andersen Office
3338 Mt. Diablo Blvd.
Lafayette, CA
Friday, January 5, 2018, 8:00 a.m.**

Directors: Robert Storer, Sue Noack, Dave Hudson, Jim Diaz
Staff: Rick Ramacier, Bill Churchill, Ruby Horta, Rashidi Barnes, Sean Hedgpeth,
Rashida Kamara
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 December 1, 2017:** Minutes were approved.

4. Comprehensive Operations Analysis- 300 & 600 Series

Mr. Hedgpeth provided a run through of the Comprehensive Operations Analysis (COA) for the weekend (300s) and school supplemental routes (600s) in the system. Director Storer thanked staff for the effort and requested that a large final document with every route be created as a reference document. Director Storer also asked Mr. Hedgpeth what surprised him about these particular routes. Mr. Hedgpeth replied that he was surprised at the high use of punch cards for school routes and the large amount of deadhead, or time it takes to position the bus.

5. Martinez Shuttle- Route 3

Ms. Horta explained that the guidelines of the Low Carbon Transit Operations Program (LCTOP), which funds Route 3 in Martinez, have changed recently. Whereas previous guidelines allowed for a grant funded route near the DAC, new regulations require the route to go through it. Ms. Horta then told the committee that Route 3, which has low ridership and now does not qualify for LCTOP, is proposed by staff to be cancelled. Directors voted and unanimously elected to hold a public hearing to start the process of cancelling the route.

6. DVC Transportation

Mr. Barnes reported that DVC is currently mulling a self-imposed transit fee included in their tuition to fund a free County Connection transit pass. He also mentioned a similar program in Santa Rosa that recently has launched. Director Noack applauded that effort and mentioned that her office has received several

complaints about the congestion and parking impacts DVC has on the City of Pleasant Hill.

7. Reports

Staff reported on the fixed route statistics.

8. Committee Comments

None.

9. Future Agenda Items

New proposed route funded with LCTOP

10. Next Scheduled Meeting – February 2nd, at 3338 Mt. Diablo Blvd., Lafayette CA.

11. Adjournment – The meeting was adjourned at 9:20 a.m.

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