

**Summary Minutes
Advisory Committee
County Connection
Gayle B. Uilkema Memorial Board Room
2477 Arnold Industrial Way
Concord, CA
January 16, 2:00 p.m.**

Members: David Libby, David Piper, Jeremy Weinstein
Staff: Sean Hedgpeth, Rashida Kamara
Public: Ralph Hoffman, Dwayne Cooper, Jenna Kiive, Jenny Moriarty, Sara Ann, Lindsay W.

Call to Order: Meeting was called to order at 2:00 p.m.

1. **Approval of Agenda:** The agenda was approved as presented.
2. **Approval of the Minutes of November 14, 2017:** The minutes were approved as presented.
3. **Public Comment and/or Communication:**
None
4. **COA- Local and Express Routes**
Mr. Hedgpeth updated the committee on the comprehensive operations analysis.
5. **Marketing Plan**
Staff updated the committee on the board adopted marketing plan, which had an emphasis on social media.
6. **ADA Monthly Reports**
LINK monthly operating report for August and September 2017, were reviewed. A new Accessibility Manager for County Connection, Rashida Kamara, was introduced to the committee. During the discussion of LINK performance the balance between on-time performance and productivity was discussed.
7. **Fixed-Route Staff Reports**
Fixed-route Ridership Report – The monthly reports for August and September 2017 were reviewed.
8. **Member Communication:**
None
9. **Next Scheduled Meeting:** The next meeting is scheduled for March 13, 2018.
10. **Adjournment:** The meeting was adjourned. (No time noted for adjournment.)

Minutes prepared by Sean Hedgpeth on March 6, 2018.