

**Summary Minutes
Operations & Scheduling Committee
Pleasant Hill City Hall
100 Gregory Lane, Community Room
Friday, June 1, 2018, 8:15 a.m.**

Directors: Sue Noack, Dave Hudson, Robert Storer
Staff: Bill Churchill, Rashida Kamara, Sean Hedgpeth
Public: None

Call to Order: Meeting called to order at 8:15 a.m. by Director Hudson.

- 1. Approval of Agenda Items:** Agenda was approved.
- 2. Public Comment and/or Communication:**
None.
- 3. Approval of O&S Summary Minutes for May 11, 2018:** Minutes were approved.

4. Public Hearings Schedule

Mr. Hedgpeth outlined the schedule of the six public hearings planned in June and July. Director Storer asked what sort of meeting attendance is expected, and if the times was sufficient for people to attend when they get off work. Mr. Hedgpeth stated that meeting attendance is rather unpredictable, but the last meeting had a little over a dozen attendees for a hearing on the elimination of Route 3.

5. Route 28 Alignment

Mr. Hedgpeth discussed the planned change of the route alignment of Route 28 to cover most of the Route 3 coverage, in response to the comments received on the previous Route 3 public hearing. Director Noack said she supported this change and County Connection's effort to retain service to Walmart after Route 3 is eliminated.

6. Late Cancellation/No-Show Policy Change

Ms. Kamara presented a change to County Connection's Late Cancellation/No-Show Policy for LINK Paratransit pick-ups. She explained that our current policy is too restrictive for frequent riders, with no warnings allowed and only two cancellations or no-shows allowed a month before a loss of service for 30 days. She said the new policy has a longer period of time to establish a 'pattern' of behavior. She stated the new policy will get four cancellations a quarter before a written warning, and then progressively increased suspensions for violations of more than six a quarter.

Director Storer asked what the average daily Link ridership was and Ms. Kamara said we carry about 400-600 on an average weekday. Director Hudson motioned, and Director Noack seconded, to forward the Late Cancellation/No-Show Policy Proposal to the full board.

7. Monthly Reports

Staff reported on the fixed route statistics.

8. Committee Comments

None.

9. Future Agenda Items

None.

10. Next Scheduled Meeting – August 3rd at 8:15am, at 100 Gregory Lane.

11. Adjournment – The meeting was adjourned at 8:50 a.m.

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