

# County Connection

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## CCCTA BOARD OF DIRECTORS

### MINUTES OF THE REGULAR MEETING

July 16, 2020

#### CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Candace Andersen called the regular meeting of the Board of Directors to order at 9:00 a.m. Board Members present were Directors Dessayer, Haydon, Noack, Schroder, Storer, Tatzin, Wilk and Worth. Directors Hoffmeister and Hudson were absent.

Staff: Ramacier, Chun, Cheung, Churchill, Hill, Horta, Kamara, McCarthy, Mitchell and Reebbs

**Public Comment:** None

#### CONSENT CALENDAR

**MOTION:** Director Noack moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of June 18, 2020. Director Haydon seconded the motion and it received the following vote of approval:

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

#### REPORT OF CHAIR:

##### Report from the Nominating Committee for Election of CCCTA Officers

Chair Andersen informed the Board that the Nominating Committee was herself, and the last two Board Chairs, which are Director Noack and Director Schroder. The committee nominated the officers for the next year as follows: Keith Haydon as Chair, Dave Hudson as Vice Chair and Amy Worth as Secretary. In accordance with the Authority's by-laws, nominations will remain open until the August meeting of the Board at which time nominations will close and the Board will elect its officers.

#### REPORT OF GENERAL MANAGER:

##### Status of APTA Annual & Expo Conference, Anaheim, CA

Rick Ramacier explained that APTA has changed their conference to the 3<sup>rd</sup> week of March 2021, but now it is the same time as the annual legislative conference. As the date gets closer we will reach out to the Board about who is interested in going to which conference.

##### Update on the status of CARES Act funding allocation process

Rick Ramacier informed the Board that he is now a part of the Blue Ribbon Task Force, which is an advisory subcommittee of MTC including representation of small operators. County Connection has received our first allocation of funds from the CARES Act, with the second allocation expected after MTC meets July 22. We anticipate approximately \$4.5 million for our next allocation, and will apply in order for us to receive the funds in August 2020.

## **REPORT OF STANDING COMMITTEES**

### **Marketing, Planning and Legislative Committee**

#### Blue Ribbon Task Force

Rick Ramacier informed the Board that he is meeting with the Blue Ribbon Task Force, once a month via zoom to represent the small transit operators. We are discussing a health and safety plan for transit and coordination with other transit agencies on implementing the plan and when and how we will begin collecting transit fares again.

#### COVID-19 Communication to Riders

Melody Reeb, Manager of Planning explained that in response to County Health Department guidelines, staff has posted bilingual signage on all the vehicles advising passengers to maintain physical distance and to wear a face covering. These signs have been continually updated as the guidance has evolved, including the most recent statewide order on June 18<sup>th</sup> making face coverings mandatory while waiting for or riding on public transportation. Staff has also added custom messages to all vehicle head signs to help reiterate these messages to passengers as the bus approaches the stop. In addition, staff has been using the website and social media to post updates and reminders regarding these health guidelines, as well as posts related to vehicle cleaning and maintenance.

### **Operating & Scheduling Committee**

#### Fixed Route Operations COVID-19 Update

Melody Reeb, Manager of Planning, explained that most local routes and express Routes 91X, 98X, and 99X have been back to regular service levels. Routes 5 and 6 are still operating on reduced schedules and select evening trips on the weekends are not running. At the beginning of June, limited service was restored on express Routes 92X, 93X, 95X, 96X, and 97X serving Bishop Ranch. Staff hopes to continue adding service back on these routes as demand returns and workforce availability allows.

As more businesses reopen and employees return to work, staff has been closely tracking ridership levels to ensure adequate capacity, particularly on the express routes to Bishop Ranch that are currently operating only a limited number of trips. Despite the limited service levels, capacity has not been an issue to date. Over the first four weeks of June, these routes have been averaging about 3 passengers per trip.

#### Paratransit Operations Report COVID-19 Update

Rashida Kamara, Manager of Accessible Services, explained to the Board that since the shelter in place order issued by the Governor, County Connection has experienced an 80% drop in Paratransit trips. As a result, new needs arose in the community, which included essential trips to medical appointments, meal delivery, and in conjunction with the County Health department, COVID-19 transports. County Connection is working with the community in several areas.

Our current partnerships are with: Meals on Wheels, Church of the Bay in Collaboration with the Mt. Diablo School district (Bel Air Elementary and Riverview Middle), Contra Costa County EOC Collaboration and Homeless relocation Transport. Our agency Collaborations are with AC Transit and Bart (East Bay Paratransit), Marin County Health department and West CAT.

#### Fall Bid Update

Ruby Horta, Director of Planning, explained that after many discussions with other operators around the Bay Area, as part of the Blue-Ribbon Transit Recovery Task Force, the Fall bid will be implemented on August 9<sup>th</sup>. Schools are still working through the details of their reopening plans, but have established a school calendar, beginning mid-August. At this point it is impossible to know what demand for school service will look like, therefore we have proceeded with a largely traditional Fall schedule, consistent with what other transit operators around the Bay Area are doing. Certain schedules and frequencies were adjusted in response to BART's new schedule and to prioritize essential services and workers within our service area. Additionally, staff worked with our ATU's leadership to establish a shorter Fall bid period ending in early October, instead of the traditional mid-November timeframe. This will allow staff to address scheduling demands sooner rather than later. As Winter bid planning decisions are developed, staff will request Board direction on prioritizing service based on varying levels of demand.

**BOARD COMMUNICATION:** None

**ADJOURNMENT:** Chair Andersen adjourned the regular Board meeting at 9:55 a.m.

Minutes prepared by

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Lathina Hill  
Assistant to the General Manager

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Date