

**Summary Minutes  
Operations & Scheduling Committee  
Friday, February 5, 8:15 a.m.**

*Due to COVID-19, this meeting was conducted as a teleconference pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20.*

**Directors:** Robert Storer, Dave Hudson, Laura Hoffmeister

**Staff:** Rick Ramacier, Bill Churchill, Ruby Horta, Rashida Kamara, Melody Reebbs, Erick Cheung

**Public:** Toan Tran, Cristina Russell

**Call to Order:** Meeting called to order at 8:16 a.m. by Director Storer.

**1. Approval of Agenda**

The Committee approved the agenda with a revision to move up Item #6.

**2. Public Communication**

None

**3. Approval of Minutes of December 4, 2020**

The Committee approved the minutes.

**4. 2021 Service Plan Draft Recommendation**

Ms. Reebbs provided a summary of the public outreach that was conducted for the proposed service reduction scenarios. She also presented staff's draft recommendation, which is to implement Scenario 1. This scenario includes the least amount of service cuts, and staff further revised the proposal in response to the public comments that were received. Director Hoffmeister asked about the timeline for the Title VI analysis, Board approval, and implementation. Ms. Reebbs responded that the earliest implementation would be in Summer, and that the Title VI analysis will be brought together with a final recommendation in March. Mr. Ramacier added that the proposed plan will allow staff to move or shift resources if needed to accommodate changes in ridership demand. Director Hudson asked for further details on the proposed service reductions on the Bishop Ranch express routes. Ms. Horta responded that the proposal would continue current service levels and that there would be no further reductions in service. Mr. Ramacier noted that staff has been having ongoing discussions with Sunset Development regarding service levels and the impacts of COVID.

**5. Transdev Contract Extension Request**

Ms. Kamara informed the Committee that the agency's current contract with Transdev will expire in June 2021. Staff has brought a request to exercise the first of three option years to the A&F Committee for approval. However, staff is also bringing the item to the O&S Committee since it has oversight over the performance of the contractor.

**6. Pilot Project-Consolidation of County Connection/LAVTA Paratransit Programs**

Ms. Kamara informed the Committee that staff has been working with LAVTA to consolidate paratransit operations. Staff is proposing a one-year pilot program and believes that the program will result in cost savings for both agencies since Transdev will be leveraging some of its existing resources. The Committee forwarded the item to the Board for approval.

**7. Monthly Reports**

Ms. Reeb reported that in November and December fixed-route ridership was down around 72% compared to last year. There was a slight drop in December due to the regional shelter-in-place order. Fare collection resumed in November, and Clipper usage has remained relatively high.

Ms. Kamara presented the paratransit report for October. October had the highest ridership since the start of COVID, and on-time performance has stayed at 94%. Productivity remains low since only one passenger is being transported on a vehicle at a time.

**8. Committee Comments**

None.

**9. Future Agenda Items**

None.

**10. Next Scheduled Meeting**

The next meeting was scheduled for March 5<sup>th</sup> at 8:15 a.m. via teleconference.

**11. Adjournment** – The meeting was adjourned at 9:01 a.m.

Minutes prepared and submitted by: Melody Reeb, Manager of Planning