

County Connection

2477 Arnold Industrial Way Concord, CA 94520-5326 (925) 676-7500 countyconnection.com

BOARD OF DIRECTORS MEETING AGENDA

Thursday, July 15, 2021
9:00 a.m.

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Committee Directors, staff and the public may participate remotely by calling:

Join Zoom Meeting

<https://us02web.zoom.us/j/89716460143>

Meeting ID: 897 1646 0143

Dial by your location

+1 669 900 6833 US (San Jose)

+1 408 638 0968 US (San Jose)

Public comment may be submitted via email to: hill@cccta.org. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Board of Directors before the meeting. Comments submitted after the meeting is called to order will be included in correspondence that will be provided to the full Board.

The County Connection Board of Directors may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

1. Call to Order/Pledge of Allegiance
2. Roll Call/Confirm Quorum
3. Public Communication
4. Consent Calendar
 - a) Approval of Minutes of Regular Meeting of June 17, 2021*
 - b) Approval of Minutes of Special Meeting of July 1, 2021*
5. Report of Chair
 - a) Appointment of Nominating Committee for Election of CCCTA Officers

Clayton • Concord • Contra Costa County • Danville • Lafayette • Martinez
Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

CENTRAL CONTRA COSTA TRANSIT AUTHORITY

- b) Proclamation of Appreciation in Honor of Al Dessayer
Resolution No. 2022-001**
- 6. Report of General Manager
 - a) COVID-19 Update
(The General Manager will provide a brief update on the progress made on resuming in person meetings and implementing guidelines set by the state, the CDC and Cal OHSA.)
 - b) Update on the MTC Blue Ribbon Transit Recovery Task Force
(The General Manager will give an update on the MTC Blue Ribbon Transit Recovery Task Force.)
 - c) Status of SB674
(The General Manager will report on the current version of this bill and where it sits in the legislative process.)
 - d) Update on Federal Reauthorization
(The General Manager will give a brief outline of the recently passed House act and on the efforts in the Senate to adopt similar legislation.)
 - e) Recognition of the services of the departing Chief Financial Officer Erick Cheung
- 7. Board Communication
- 8. Closed Session:
 - a) Liability Claims (Government Code Section 54956.95) Claim against Central Contra Costa Transit Authority; Claimant: Virgilio Sanchez
 - b) Public Employment Appointment and Conference with Labor Negotiator Pursuant to Government Code Sections 54957, 54957.6
Position: General Manager
- 9. Open Session:
Consideration of Public Employment Appointment and Approval of General Manager
Employment Agreement
Resolution 2022-002**
- 10. Adjournment

*Enclosure

**It will be available at the time of the Board meeting.

General Information

Possible Action: The Board may act upon any item listed on the agenda.

Public Comment: If you wish to address the Board, please follow the directions at the top of the agenda. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

Consent Items: All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board Member or a member of the public prior to when the Board votes on the motion to adopt.

Availability of Public Records: All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at www.countyconnection.com.

Accessible Public Meetings: Upon request, County Connection will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be sent to the Assistant to the General Manager, Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or hill@cccta.org. Requests made by mail must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, September 16, 9:00 a.m., via teleconference
Administration & Finance:	Wednesday, September 1 8:30 a.m., via teleconference
Advisory Committee:	TBA.
Marketing, Planning & Legislative:	Thursday, September 2, 8:30 a.m., via teleconference.
Operations & Scheduling:	Friday, September 3, 8:15 a.m. via teleconference

The above meeting schedules are subject to change and may be conducted as teleconference meetings. Please check the County Connection Website (www.countyconnection.com) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting. This agenda is posted on County Connection's Website (www.countyconnection.com) and at the County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, California

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CCCTA BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING

June 17, 2021

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

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

Staff: Ramacier, Chun, Sherman, Cheung, Churchill, Hill, Horta, Kamara, McCarthy, Mitchell, Reeb, and Rettig

PUBLIC COMMENT: None

PUBLIC HEARING: CCCTA FY2022 OPERATING AND CAPITAL BUDGET

At 9:03 a.m., Chair Haydon opened the public hearing regarding the CCCTA FY2022 Operating and Capital Budget. Erick Cheung, CFO, stated that the public hearing is being held for the purpose of discussing and receiving public input on the budget. He advised the public hearing was properly noticed in the East Bay Times. The total FY2022 operating, and capital budget is \$46,742,434. The operating budget of \$45,303,064 is funded 68% with local and state funds, 5% from the farebox and special fare revenues, 20% with federal funds, and 7% with other revenue. The operating budget will support approximately 180,000 revenue hours of fixed-route service and 50,000 revenue hours of County Connection LINK dial-a-ride services.

Director Hoffmeister arrived at 9:04 a.m.

Chair Haydon asked if there were any comments from the public regarding the FY2022 Operating and Capital Budget. No comments were received, and the public hearing was closed at 9:05 a.m.

CONSENT CALENDAR

MOTION: Director Andersen moved approval of the Consent Calendar, consisting of the following items: (a) Approval of Minutes of Regular Meeting of May 20, 2021; (b) CCCTA Investment Policy-Quarterly Reporting Requirement; (c) Adjustment to Non-Represented Administrative Employees Compensation and Resolution No. 2021-027; (d) Adoption of Gann Appropriations spending Limitation for FY2021-2022 and Resolution No. 2021-025; Director Hudson seconded the motion, and it received the following vote of approval:

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

REPORT OF CHAIR:

Chair Haydon informed the Board that although social distancing is no longer required on the buses, wearing a mask is still required. This is a step in the right direction and the mandate to have virtual public meetings will expire in September. Staff will keep an eye on any applicable changes from OSHA and the Governor's office. Although Director Dessayer has stepped down from representing the Town of Moraga, staff is working on a way to honor his years of service.

REPORT OF GENERAL MANAGER:

General Manager Rick Ramacier informed the Board that the CFO Erick Cheung will resign effective July 23, 2021. The Human Resources Department has started their recruitment efforts and will report back when new information is available.

COVID-19 Update

Rick Ramacier stated that as of June 15, 2021, our buses can be at full capacity. We are continually in talks with the union, and we have committed to them that we will continue with our extra cleaning of the buses and that masks are still to be worn on the buses until at least September 13, 2021. The OHSA board will meet tonight regarding how the workplace environment will be affected. As of now, if the employee has been vaccinated and proven this to management, they do not have to wear a mask; if an employee has not been vaccinated, they must wear a mask all day while in the office.

Update on the MTC Blue Ribbon Transit Recovery Task Force

Rick Ramacier informed the Board that the small operators' board members will meet on Monday, June 21, 2021 and that Directors Noack and Director Haydon will attend this meeting. Although we continue to meet on a weekly basis, there is no significant information to share at this time.

REPORT OF STANDING COMMITTEES

Administrative & Finance Committee

Fiscal Year 2022 Draft Budget and Ten-Year Forecast and Resolution No. 2021-026

Director Tatzin introduced the item by stating that the overall budget has changed very little since it was last presented. He turned the meeting over to Erick Cheung, CFO, and he stated that the FY 2022 Proposed Budget includes operating expenses for fixed route and paratransit services for \$45,303,434 with sales tax and gas tax (through MTC and CCTA) providing approximately \$29,732,437 in revenue (66% of operating expenses). There is also one-time FTA funding from the CARES Act for \$3,921,634 and CRRSAA swap for \$3,688,131. This is slightly different from the FY 2021 Adopted Budget. It had revenues of \$44,456,064 and an estimated amount of \$38,278,151 based on reduced expenses as noted above. The revenue loss from our funding sources are significant, while not as bad as initially feared in relation to sales and diesel tax. The version presented to the Board last June had preliminary losses of \$14.2 million and half of that loss was due to estimates for TDA, STA and Measure J revenue. Staff has updated the revenue for FY 2020 based on actuals and the FY 2021 based on current information.

MOTION: Director Hudson moved approval of Fiscal Year 2022 Draft Budget and Ten-Year Forecast and Resolution No. 2021-026. Director Hoffmeister seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Tatzin, Wilk and Worth

No: None

Abstain: None

Absent: Directors Noack and Storer

September Free Rides Promotion

Ruby Horta explained that during the pandemic, many agencies, including County Connection stopped collecting fares for an extended period. As we look ahead toward the "Return to Transit" efforts, agencies are proposing various fare discounts to incentivize transit use. To lure riders back on transit, the BART Board approved a 50% discount on all Clipper fares during the month of September. County Connection serves eight (8) BART stations in Contra Costa County and one (1) in Alameda County, with most service linked to at least one BART station. Staff proposed to the Administration and Finance Committee a promotional offer of free rides on County Connection during the month of September 2021. The goal of this proposal was to capitalize on the opportunity for joint promotional efforts with BART. This coordinated effort to make transit more accessible aligns well with the goals of the Blue-Ribbon Transit Recovery Task Force and the principles adopted by the Metropolitan Transportation Commission for the distribution of federal stimulus funds. The Administration and Finance Committee directed staff to consider extending the promotional period, potentially through the end of the year and/or possibly with an earlier start. The Committee also suggested offering discounted rates after an initial promotional period. The fare revenue loss is estimated at approximately \$200,000 per month. County Connection would apply federal stimulus funds to recover the revenue loss during the promotional period.

MOTION: Director Worth moved approval of the September Free Rides Promotion. Director Hudson seconded the motion, and it received the following vote of approval:

Aye: Directors Andersen, Haydon, Hoffmeister, Hudson, Schroder, Tatzin, Wilk and Worth

No: None

Abstain: None

Absent: Directors Noack and Storer

Operations & Scheduling Committee

Paratransit Update: Ridership Demand and Reopening

Rashida Kamara, Director of ADA and Special Services, gave a brief background stating that in February 2021, vaccines were made widely available to persons over the age of 65, health and emergency workers, which included transit drivers and staff. County Connection continued its efforts with the County Health department by providing transportation services for vulnerable persons to vaccine sites. County Connection staff continues to work with Contra Costa Health Services to ensure our healthy transit plan is relevant and up to date, enabling County Connection to provide safe transit options for riders. She believes that access to vaccines has played a role in this increase since according to Contra Costa Health Services individuals over the age of 65 have reached a 92% vaccination rate in the county. Meals on Wheels trips have gone down significantly since our June 2020 peak, but we continue to provide essential deliveries for them. As paratransit rides continue to go up, we will see meal deliveries go down. In April we discontinued COVID positive transports for the County, but we have used some of the resources to provide trips for individuals to obtain vaccines.

In addition to a steady increase in LINK passengers, there has been a notable increase in LAVTA's paratransit passengers. At the start of the pilot, peak ridership was 56 passengers a day, recently they experienced a 25% jump in ridership. The additional ridership represented a handful of social service centers and a good number of shopping centers and grocery stores. Staff anticipates LINK may experience a similar jump in ridership as the state gears up to a June 15th reopening.

As ridership increases, we have started allowing up to 3 passengers at a time. This capacity increase still accounts for 6ft social distancing but gives us the ability to transport more riders safely.

BOARD COMMUNICATION: None

CLOSED SESSION:

Public Employment and Performance Evaluation; Conference with Labor Negotiator
Pursuant to Government Code Sections 54957, 54957.6
Position: General Manager

The Board of Directors went into closed session at 9:44 a.m.

OPEN SESSION:

The Board of Directors came back to open session at 10:20 a.m. Direction was given to staff, but no reportable action was taken.

ADJOURNMENT: Chair Haydon adjourned the regular Board meeting at 10:21 am.

Minutes prepared by



Lathina Hill
Assistant to the General Manager

Date: June 17, 2021

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CCCTA BOARD OF DIRECTORS

MINUTES OF THE SPECIAL MEETING

July 1, 2021

CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Keith Haydon called the regular meeting of the Board of Directors to order at 9:30 a.m. Board Members present were Directors Andersen, Hudson, Schroder, Storer, Tatzin, Wilk and Worth. Directors Hoffmeister and Noack were absent.

Staff: Ramacier, Churchill and Hill

PUBLIC COMMENT: None

CLOSED SESSION:

Public Employment and Performance Evaluation; Conference with Labor Negotiator
Pursuant to Government Code Sections 54957, 54957.6
Position: General Manager

The Board of Directors went into closed session at 9:33 a.m.

OPEN SESSION:

The Board of Directors came back to open session at 10:20 a.m. As permitted by the Brown Act, the Board met in closed session to review the public employment and evaluation of the General Manager position. The Board provided direction to its designated negotiators, consisting of the Board Chair and Vice Chair. No reportable action was taken by the Board.

ADJOURNMENT: Chair Haydon adjourned the regular Board meeting at 10:45 am.

Minutes prepared by



Lathina Hill
Assistant to the General Manager

Date: July 2, 2021