

**Summary Minutes  
Operations & Scheduling Committee  
Friday, September 3, 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:** Dave Hudson

**Staff:** Rick Ramacier, Bill Churchill, Ruby Horta, Rashida Kamara, Melody Reebbs,  
Madeline Chun

**Public:** None

**Call to Order:** Meeting called to order at 8:17 a.m. by Director Hudson.

**1. Approval of Agenda**

The Committee approved the agenda.

**2. Public Communication**

None

**3. Approval of Minutes of June 3, 2021**

The Committee approved the minutes.

**4. Fiscal Year 2021 Fixed-Route Performance Report**

Ms. Reebbs reported that total ridership for FY 2021 was down 60% compared to the prior year with a more significant drop on weekdays versus weekends. There had been significant service disruptions at the start of the pandemic due to reduced operator availability, and staff made service changes last fall, which helped to reduce missed trips. Ms. Reebbs also reported that when fare collection was resumed in November, there was a high rate of return to Clipper usage with about three-quarters of fares being paid with Clipper. Director Hudson asked whether there are segments of routes such as along the Monument corridor that have higher ridership demand that would warrant higher service frequency. Ms. Reebbs responded that the recently adopted service plan largely focused on preserving service based on ridership demand, including where riders are getting on and off the routes, and staff is continuing to monitor demand to assess where additional service could be restored when resources allow.

**5. Fiscal Year 2021 Paratransit Performance Report**

Ms. Kamara presented the annual performance report for paratransit for FY 2021. Paratransit demand was down about 80% at the beginning of the fiscal year due to the pandemic but has since increased and was down 50% by the end of the fiscal year in June.

Total operating expenses also came in about 15% under budget due to reduced demand for paratransit trips. Director Hudson asked about the one-seat ride and paratransit collaboration pilot programs and noted that they are identified as recommended strategies in the ATS plan. Ms. Kamara responded that staff is currently looking into how to fund the pilot programs moving forward and has been having discussions with the county as well as Transdev.

**6. Monthly Reports**

Ms. Reeb reported that fixed-route ridership has been increasing. Ridership was up 75% in May compared to last year and up by about 20% in June.

**7. Committee Comments**

None

**8. Future Agenda Items**

None

**9. Next Scheduled Meeting**

The next meeting was scheduled for October 1<sup>st</sup> at 8:15 a.m. via teleconference.

**10. Adjournment** – The meeting was adjourned at 9:00 a.m.

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