

**Summary Minutes  
Operations & Scheduling Committee  
Wednesday, May 3, 8:00 am**

**Directors:** Robert Storer, Renata Sos

**Staff:** Bill Churchill, Ruby Horta, Scott Mitchell, Rashida Kamara, Pranjali Dixit, Rosa Noya

**Public:** None

**Call to Order:** Meeting called to order at 8:03 a.m. by Director Storer.

**1. Approval of Agenda**

The Committee approved the agenda.

**2. Public Communication**

None.

**3. Approval of Minutes of April 5, 2023**

The Committee approved the minutes.

**4. Forklift Replacement**

Mr. Mitchell informed the Committee that County Connection must replace two diesel forklifts used by the Maintenance Department by December 31, 2025, as required by the California Air Resources Board. The forklifts will be purchased using the GSA contract and will cost no more than \$230,000. The Committee agreed to forward a recommendation to the Board to move forward with the purchase.

**5. Bus Stop Consolidation**

Mr. Dixit informed the Committee that County Connection has conducted two major service restructurings since the 2014 Bus Stop Access Study. The new Bus Stop Consolidation project will identify opportunities to consolidate bus stops and improve operations, access, and the customer experience. The project will be conducted with the assistance of Transportation Management & Design (TMD), and a proposed timeline and budget will be presented to the Committee for approval at a later date.

**6. Monthly Reports**

Mr. Dixit reported that fixed route ridership grew 19% year-over-year to 80% of pre-pandemic levels. Average weekend ridership even surpassed pre-pandemic levels. However, missed trips have increased due to growing challenges in operator recruitment. Mr. Mitchell further informed the Committee that the reliability of electric buses has improved significantly over the past 2 years, leading to increased mileage between mechanical road calls.

Ms. Noya informed the Committee that paratransit ridership increased in March by 1,400 passengers, month-over-month. Ms. Kamara attributed the increase to the reopening of certain social service agencies and an increase in dialysis trips. Ms. Noya also reported that productivity improved, but on-time performance decreased slightly. Complaints went down, and the lower number of commendations does not include those received through the MyTransit App. Directors Storer and Sos requested that paratransit operator numbers be included in future reports.

**7. Committee Comments**

None

**8. Future Agenda Items**

None

**9. Next Scheduled Meeting**

The next meeting was scheduled for June 7<sup>th</sup> at 8:00 am at Supervisor Andersen Office located at 3338 Mt. Diablo Blvd, Lafayette, CA

**10. Adjournment** – The meeting was adjourned at 9:05 a.m.

Minutes prepared and submitted by: Pranjali Dixit, Manager of Planning