

**Summary Minutes  
Advisory Committee (Ad-Comm)  
Thursday, October 3, 2024**

**Members Present:**

Allison Picard, City of Martinez  
Fong Kurniadi, City of Concord

Jim Donnelly, Town of Danville (via Zoom)  
Evan Daily, City of Pleasant Hill (via Zoom)

**Members Absent:**

Ian McLaughlin, City of Walnut Creek  
Peggy Hall, Town of Moraga

Sarah Birdwell, Contra Costa County  
Alexander Agier, City of San Ramon

**Staff Present:**

John Sanderson (CCCTA)  
Kyle Boehm (CCCTA)

**Public Attendees:** None.

1. **Call to Order:** Meeting was called to order at 2:12 PM
2. **Roll Call/Confirmation of Quorum:** John Sanderson called the roll. Chair McLaughlin was absent, and no quorum (for purposes of electing committee officers) was confirmed. Member Picard was elected chair pro-tem.
3. **Approval of Agenda:** The agenda for the October 3, 2024, meeting was approved.  
M/S: Kurniadi/Daily

**Approval of Minutes:** Member Picard requested that future minutes include more detail about the discussion of each item. The Minutes of the September 3, 2024, meeting were approved. M/S: Kurniadi/Daily

4. **Public Comment:** None.
5. **Consent Calendar:** Both Consent items were pulled for discussion. Member Kurniadi pulled item 6a. for presentation and discussion. Kyle Boehm presented the report on Real Time Bus Stop Signs. Member Picard pulled item 6b. for presentation and discussion. John Sanderson presented the final bylaws as approved by the Board of Directors on September 19, 2024.
6. **Election of Vice Chair:** Item continued to November 2024 meeting due to the lack of a quorum.

- 7. Expiration of Member Terms:** Item continued to November 2024 meeting to allow absent members to participate.
- 8. Future Ad-Comm Meeting Schedule:** Item continued to November 2024 meeting to allow absent members to participate.
- 9. Ad-Comm Member Communications:** Member Donnelly announced an initiative by the ACOA SMAC (Transportation) Working Group to inventory Contra Costa County transportation programs challenges from and responses to the COVID-19 pandemic.
- 10. Future Agenda Items:** At-large nominations, 2025 workplan, Staff Report on ADS Pilot Project
- 11. Adjournment:** The meeting was adjourned at 3:40 PM. The next meeting of the Ad-Comm will be held on Thursday, November 7, 2024.

Minutes prepared by John Sanderson on October 29, 2024.