

**Summary Minutes
Advisory Committee (Ad-Comm)
Thursday, December 5, 2024**

Members Present:

Ian McLaughlin, City of Walnut Creek
Allison Picard, City of Martinez
Fong Kurniadi, City of Concord

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

Members Absent:

Peggy Hall, Town of Moraga
Sarah Birdwell, Contra Costa County

Alexander Agier, City of San Ramon

Staff Present:

John Sanderson (CCCTA)
Pranjal Dixit (CCCTA)
Dayna Louie (Hanson Bridgett LLP)

Christine Kisiluk (CCCTA)
Maria Portan (CCCTA)
Christian Sanchez (Transdev)

Public Attendees: None.

1. **Call to Order:** Meeting was called to order at 2:02 PM
2. **Roll Call/Confirmation of Quorum:** John Sanderson called the roll and confirmed that a quorum was present.
3. **Public Comment:** None.
4. **Consent Calendar:** Item 4.e Regional Transit Transformation Action Plan Accessibility Initiatives Update was pulled from the consent calendar for discussion. On a motion from Member Picard and a second from Member Donnelly, the remaining consent calendar items were approved by a unanimous vote.
 - 4.1. **Regional Transit Transformation Action Plan Accessibility Initiatives Update** was presented by John Sanderson
5. **Brown Act Presentation:** Dayna Louie gave a presentation on the Ralph M. Brown Act (California Government Code §54950 et seq.) and its provisions pertaining to the committee.
6. **Expiration of Member Terms:** The committee discussed the expiration of the sitting members' terms in office under the new Bylaws, and on a motion by Chair McLaughlin

seconded by Member Picard, unanimously requested that Staff determine the new expiration date for each member and report back at the January meeting.

- 7. Future Ad-Comm Meeting Schedule:** On a motion by Chair McLaughlin, seconded by Member Kurniadi, the committee unanimously approved the following meeting dates for 2025, as suggested by Member Donnelly: January 9, February 6, March 6, April 3, May 1, June 5, July 3, August 7, September 4, October 2, November 6, December 12, with all meetings to be convened at 1:30 PM in the County Connection Boardroom.
- 8. Ad-Comm Member Communications:** Member Donnelly announced an open co-chair position for the ACOA SMAC.
- 9. Future Agenda Items:** Staff Report on ADS Pilot Project; “Transit 101” presentation on County Connection’s programs, jargon, etc.
- 10. Adjournment:** The meeting was adjourned at 3:15 PM. The next meeting of the Ad-Comm will be held on Thursday, January 9, 2025.

Minutes prepared by John Sanderson on December 26, 2024.