

INTER OFFICE MEMO

To: Board of Directors

Date: January 8, 2025

From: Bill Churchill
General Manager

Subject: Bus Transit Ex-Officio to
the Contra Costa Transit
Authority

BACKGROUND

The four Contra Costa County bus operators (AC Transit, County Connection, Tri-Delta Transit, and WestCAT), share a non-voting seat on the Contra Costa Transportation Authority (CCTA) Board of Directors. The seat rotates among the four operators in alphabetical order. The term is for one year. Prior to an agency holding the seat for a given year, that same agency holds the alternate seat for the previous year.

County Connection is set to hold the Ex-Officio Primary seat from February 1, 2025 through January 31, 2026. CCTA bylaws require that all board members; including Ex-Officio members, otherwise be elected officials.

The Ex-Officio member does not vote but attends the meetings of the full CCTA Board. The Ex-Officio does not sit on any of the CCTA board standing committees.

The Ex-Officio is to represent all four bus agencies on the CCTA Board.

ACTION

The Board needs to appoint an existing board member to fill the bus transit Ex-Officio alternate seat effective February 1, 2025.



CONTRA COSTA
transportation
authority

COMMISSIONERS

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Chair

Lamar Hernandez-
Thorpe, Vice Chair

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Chris Kelley

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Renata Sos

Timothy Haile,
Executive Director

December 6, 2024

William "Bill" Churchill, General Manager
County Connection
2477 Arnold Industrial Way
Concord, CA 94520

Subject: Expiration of Bus Transit Operators' Ex-Officio "Alternate" Representative's Term on the Authority Board and Appointment of a "Primary" Representative for the Term of February 1, 2025 through January 31, 2026

Dear Mr. Churchill,

As you may be aware, the Contra Costa Transportation Authority (Authority) Board is comprised of eleven appointed commissioners and their alternates, and three Ex-Officio Representative positions consisting of one representative each from the Metropolitan Transportation Commission, Bay Area Rapid Transit, and the Bus Transit Districts. The current Ex-Officio "Alternate" Representative is Director Amy Worth with an expiring term of January 31, 2025. The Bus Transit Districts rotate appointments among the operators, every two years and it is County Connection's turn in the rotation to appoint an Ex-Officio "Primary" Representative for the first of two one-year terms.

The Authority kindly requests that the County Connection Board of Directors appoint a Bus Transit Operators' Ex-Officio "Primary" Representative to the Authority Board for the first of two one-year terms from February 1, 2025 through January 31, 2026. Tri Delta Transit will be asked to appoint an "Alternate" Bus Transit Operators' Ex-Officio Representative for the same term. We ask that the "Primary" member coordinate with their alternate to provide coverage for missed meetings and notify us. We anticipate seating the new Authority Board members formally at the Authority Board meeting on February 19, 2025. Please notify the Authority in writing of County Connection's appointment of a Bus Transit Ex-Officio "Primary" Representative and provide contact information for any new appointees. If any changes occur, we ask that you please advise the Authority in writing. Please feel free to contact me at (925) 256-4722 or via email at tgrover@ccta.net should you have any questions.

Sincerely,

Tarienne Grover, MMC, EMPA
Director, Administrative Services

Cc: Director Amy Worth, County Connection, Authority Ex-Officio Representative Alt.
Timothy Haile, Authority Executive Director

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