

County Connection

2477 Arnold Industrial Way Concord, CA 94520-5326 (925) 676-7500 countyconnection.com

ADVISORY COMMITTEE

MEETING AGENDA

Thursday, April 2, 2026

1:30 p.m.

This meeting will be held in-person and via teleconference pursuant to Senate Bill 707

County Connection Administrative Offices

Link Paratransit Building, Gayle Uilkema Boardroom

2477 Arnold Industrial Way, Concord, CA 94520

Committee members, staff and members of the public may attend in-person or participate remotely via Zoom at: <https://us02web.zoom.us/j/89474946162>

Or One tap mobile :

+14086380968,,89474946162# US (San Jose)

+16694449171,,89474946162# US

Meeting ID: 894 7494 6162

Should Zoom not be operational, please check online at: www.countyconnection.com for any updates or further instruction.

The Committee may take action on each item on the agenda, including items listed as “information only”. Actions may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Committee.

FY2025/2026 Advisory Committee:

Sarah Birdwell - Contra Costa County, Michael Carr - Danville, Allison Picard - Martinez, Peggy Hall - Moraga, John Crowe - Pleasant Hill, Ivan Fedorenko - San Ramon, Ian McLaughlin - Walnut Creek, Sean Barry - at large, Matthew Guo - at large, Subhang Mall - at large

Clayton • Concord • Contra Costa County • Danville • Lafayette • Martinez
Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

1. Call to Order/Roll Call
2. Approval of Agenda
3. Public Communication
4. Approval of Minutes of March 5, 2026*
5. Accessible Transportation Strategic Plan (ATSP) Workshop Update- Information Only*
(Presentation by Haleema Bharoocha, Programs Manager, Contra Costa Transportation Authority, on the February ATSP Workshop.)
6. Spring Bid Update – Information Only*
(Staff will provide an update on the upcoming Spring service changes)
7. Advisory Committee (Ad-Comm) Bylaws Review- Discussion*
(Committee Chair Picard will lead a discussion on the review of the current bylaws)
8. Committee Member Communications
9. Next Scheduled Meeting – May 7, 2026
10. Adjournment

*Enclosure

**Enclosure for Committee Members

General Information

Public Comment: Written public comment may be submitted via email to noya@cccta.org. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Committee before the meeting. Comments submitted after the meeting is called to order will be included in the correspondence that will be provided to the full Committee.

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Board of Directors:	Thursday, April 16, 9:00 a.m. County Connection Board Room 2477 Arnold Industrial Way, Concord, CA 94520
Administration & Finance Committee:	Wednesday, April 1, 9:00 a.m. County Connection Administrative Offices 2477 Arnold Industrial Way, Concord, CA 94520
Advisory Committee:	Thursday, April 2, 1:30pm County Connection Board Room 2477 Arnold Industrial Way, Concord, CA 94520
Marketing, Planning & Legislative Committee:	Thursday, April 2, 8:30 a.m. Lamorinda Office of County Supervisor Candace Andersen 3338 Mt. Diablo Blvd, Lafayette, CA 94549
Operations & Scheduling Committee:	Friday, April 3, 8:30 a.m. Pleasant Hill City Hall, Small Community Meeting Room 100 Gregory Lane, Pleasant Hill, CA 94523

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MEMBERSHIP ROSTER/ATTENDANCE REPORT - 2026

Member Name	Appointed By	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Original Appointment	Term Expires
Sarah Birdwell	Contra Costa County	P	P	A										6/15/2023	6/30/2028
Ian McLaughlin	Walnut Creek	P	P	P										4/21/2022	3/31/2030
Peggy Hall	Moraga	P	P	A										7/18/2024	6/30/2026
Allison Picard	Martinez	P	P	P										7/18/2024	6/30/2028
John Crowe	Pleasant Hill	P	P	P										5/15/2025	6/30/2026
Ivan Fedorenko	San Ramon	P	P	A										6/19/2025	6/30/2027
Michael Carr	Danville	P	P	A										9/18/2025	6/30/2026
Vacant	Concord	V	V	V											12/31/2028
Vacant	Orinda	V	V	V											6/30/2027
Vacant	Clayton	V	V	V											6/30/2027
Vacant	Lafayette	V	V	V											6/30/2027
Chris Roberts	Pleasant Hill-Alternate	EA	A	P										12/18/2025	6/30/2026
Sean B. Barry	At-Large_1	P	P	P										7/17/2025	6/30/2027
Subhang Mall	At-Large_2	P	P	P										7/17/2025	6/30/2026
Matthew Guo	At-Large_3	P	P	P										9/18/2025	6/30/2026
Vacant	At-Large_4	V	V	V											6/30/2029
Vacant	At-Large_5	V	V	V											6/30/2029

KEY	A: Absent CXL: Cancelled EA: Excused Absence ER: Absence Due to Emergency EX: Expired Term P: Present R: Resigned V: Vacant
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ATSP Workshop Recap



2024 Workshop Recap

- Feb 29, 9AM – 3 PM
- ~22 attendees
- Topics covered:
 - Understanding accessible transportation challenges and opportunities
 - Creating an effective transportation coordination program
 - Challenges with accessible transportation delivery
 - Best practices for overcoming challenges with accessible transportation delivery
 - Vision Crafting Workshop: Shaping the Future of Contra Costa County's Coordinated Entity



2024 Workshop Vision Statement

Empowering Mobility, Enhancing Lives

We envision a future where seniors and persons with disabilities experience seamless, accessible and dignified transportation, fostering independence and inclusivity in their daily lives. The Contra Costa Transportation Authority's Office of Accessibility and Equity is committed to revolutionizing mobility solutions by incorporating accessible transportation into routine transportation planning practices, collaborating with existing stakeholders, establishing a unified One Call, One Click Call Center, and creating a Central Information Hub.

Unified Mobility Network: We will create a collaborative ecosystem that brings together existing transit agencies, community-based organizations, and local government with strong partnerships to streamline and optimize services. Through this unified effort, we will eliminate gaps, ensuring an ongoing, connected and comprehensive mobility network that caters to the unique needs of our seniors and persons with disabilities

2026 Workshop Recap

- Feb 17 and 18 from 9AM – 2PM
- ~40 attendees per day
- Topics covered:
 - ATSP progress to date
 - Feedback on future of ATSP work
 - Countywide travel training program
 - OPTIMAT information and referral tool
 - Funding: Measure J, Measure X, 5310, TNC
Access for All Program
 - Accessible emergency evacuation planning



Feedback From Attendees

- Areas for Improvement
 - More space for visioning breakout activities – access concern and difficult to move
 - Better audio – some inconsistencies
 - Zoom and technical improvements especially for those online
 - More time for discussion
- Highlights
 - Guest speakers Dr. Victor Pineda and Ryan Manriquez
 - Seeing each other and connecting with people
 - Clarity and information about accessible transportation resources and programs



Summary of Outputs

- Input on countywide travel training program revamp
- Feedback on improvements to the Measure J claim 15 form and process
- Initiated discussion on coordinated strategy for 5310 funds
- Information on early efforts on accessible emergency evacuation planning
- Feedback on ATSP workplan and strategy improvements to focus on for the next 1-3 years
- Renewed energy and excitement towards more active collaborative efforts

ATSP Strategy Focus 2026-27

- OPTIMAT Prototype & One-Call/One-Click (Strategy 11)
 - Work with partners to create a working prototype and gather user feedback
- LAFA TNC Access for All (Strategies 4, 5, 6)
 - Develop a call for projects to release in Spring 2027
- Countywide Travel Training (Strategy 14)
 - CCTA to revamp and launch a countywide travel training program
- Low-Income Fare Equity (Strategy 20)
 - Consider improvements to the program

Thank you!

Staff Contact

Haleema Bharoocha-Jobe

haleemab@ccta.ca.gov

925-256-4727



To: Advisory Committee

Date: April 2, 2026

From: Pranjal Dixit, Manager of Planning

Reviewed by: AMS

SUBJECT: Spring Bid Update

Background:

Up to four times a year, County Connection updates its service and schedules to reflect current passenger demand, traffic conditions, school schedules, staffing, and funding availability. These service changes coincide with the start of the four annual bid periods, commonly known as the Spring, Summer, Fall, and Winter bids. To ensure regional coordination, two of the four bids are aligned with other Bay Area transit agencies, specifically for the January and August service dates. Furthermore, the persistent increase in regional traffic congestion has necessitated frequent schedule adjustments to maintain reliable service delivery.

Spring Bid Changes:

Effective March 29, 2026, the Spring Bid will include several key adjustments designed to improve reliability, connectivity, and the overall rider experience. Below are specific changes:

- **Route 4 (Walnut Creek)**
A major route alignment is being implemented to simplify travel and improve on-time performance. Additionally, weekday frequency is being increased from one bus every 20 minutes to every 15 minutes. This enhancement is funded by an Affordable Housing and Sustainable Communities (AHSC) Grant awarded to Resources for Community Development (RCD – an affordable housing developer) in coordination with County Connection and the City of Walnut Creek.
- **Weekend Routes 310, 311, 314, 315 & 320 (Concord, Clayton, Pleasant Hill, and Walnut Creek)**
Schedules are being modified to ensure better on-time performance and to maintain operator break time in light of increased traffic congestion. Changes are also being made to improve bus-to-bus transfers and connections with BART.
- **School Routes 606 and 623 (Lamorinda, Danville-Blackhawk)**
One afternoon bus is being reallocated from Route 606 (serving Miramonte High School) to Route 623. This additional vehicle is being deployed to address overcrowding issues at Monte Vista High School while still maintaining adequate capacity for Miramonte High School students.
- **Minor Stop Changes (Martinez)**
Stop name changes and stop consolidations are being implemented on Alhambra Ave and Berrellesa Ave. These modifications, coordinated with WestCAT and Tri Delta Transit, are being

made in preparation for an upcoming pilot project with MTC to install new shared-operator bus stop flags (signs) as part of MTC’s Regional Mapping and Wayfinding Project.

Ridership Trends:

Following three years of sustained growth, ridership has begun to stabilize, as illustrated in **Figure 1**, with weekend ridership and school services both above pre-pandemic levels. While weekend ridership has recently begun to plateau, school ridership has continued to grow, reflecting shifting rider demographics and the positive impact of youth programs such as last summer’s Youth Ride Free pilot program and Pass2Class. As of December 2025, ridership on weekend and on our 600-series school routes reached 114% and 126% of pre-pandemic levels respectively, while ridership on weekday local routes sits at 75% of pre-pandemic levels, and weekday express routes are at 43% of pre-pandemic levels. Systemwide ridership is at 82% of pre-pandemic level year-to-date.

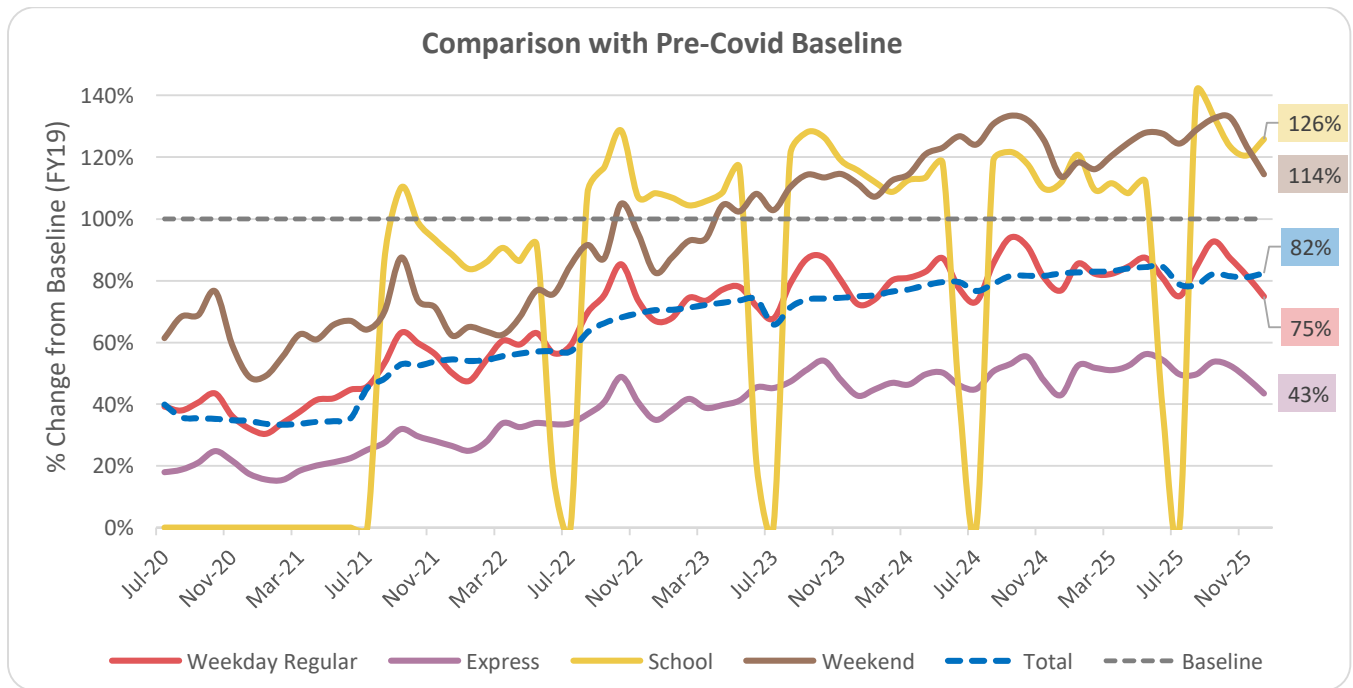


Figure 1: Ridership Recovery Trend

Financial Implications:

None, for information only.

Recommendation:

None, for information only.

Action Requested:

None, for information only.

Attachments:

None.

Attachment # 7

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Bylaws of the Central Contra Costa Transit Authority (County Connection) Advisory Committee (Ad-Comm)

Approved: June 16, 2011

Amended: September 19, 2019

September 19, 2024

Charge and Purpose

The Members of the County Connection Advisory Committee (Ad-Comm) act as advisors to the County Connection Board of Directors (Board of Directors or Board), including collecting and reporting service issues and concerns received from the community. Members may volunteer, or be appointed by the Chair to attend scheduled Board and subcommittee meetings, participate in Ad-Comm subcommittees, or undertake other duties for the Ad-Comm.

Furthermore, the Ad-Comm is responsible for supporting the Board as disseminators of information in their communities and assisting in the education of their jurisdictions regarding the fixed-route and accessible services that are available.

In fulfilling these responsibilities, and with the approval of the Board of Directors, the Ad-Comm shall:

- ~~Provide advisory feedback and/or~~Make formal recommendations ~~in the form of written communications and reports~~ to the Board of Directors, as requested by staff or the Board and where appropriate, supplement them with oral reports to the Board.
- ~~May~~ Appoint Members to serve as Ad-Comm liaisons to the County Connection Board subcommittees, the Contra Costa County Paratransit Coordinating Council (PCC), and any other public committees dealing with business relevant to the Ad-Comm's work.
- Function as a forum for County Connection fixed-route, accessible services, and LINK paratransit users to express concerns or ideas about the services to the Board.

Commented [AP1]: I don't believe we are doing this. If not, maybe soften this to "may" appoint so we don't appear out of compliance with the by-laws but still can appoint liaisons when needed.

In fulfilling these duties, individual Members may be expected to:

- Attend Ad-Comm meetings to remain informed about operational activities and objectives
- Network with other interested citizens and groups in the community.
- Maintain a working relationship with the Board representative from their jurisdiction.
- Assist County Connection staff at community or business events.

The primary purpose of the Ad-Comm shall be to review, analyze and advise the Board of Directors on issues and policies relating to County Connection's fixed-route and paratransit services. The Ad-Comm shall be asked to consider and make recommendations on finance and planning documents that include but are not limited to the following:

- County Connection's Short-Range Transit Plan

Bylaws of the County Connection Advisory Committee

- County Connection’s annual operating and capital budgets
- County Connection’s annual marketing plan
- Other issues assigned by the Board of Directors such as
 - Fixed-route bus and paratransit operations,
 - Service scheduling,
 - Administrative and financial matters, and
 - Legislation.

The Ad-Comm is a legislative body subject to the provisions of the Ralph M. Brown Act (Government Code 54950 et seq.).

Membership & Governance

Regular Members

The Ad-Comm shall be comprised of up to sixteen (16) Members from Central Contra Costa County including:

- One (1) Member each representing:
 - the City of Clayton
 - the City of Concord,
 - the Town of Danville,
 - the City of Lafayette,
 - the City of Martinez,
 - the Town of Moraga,
 - the City of Orinda,
 - the City of Pleasant Hill,
 - the City of San Ramon,
 - the City of Walnut Creek, and
 - the unincorporated communities in Central Contra Costa County; and
- Up to five (5) “At-Large” Members from Central Contra Costa County.
- Each member jurisdiction shall be requested to ~~nominate~~ recommend one Member an individual to represent that jurisdiction for appointment by the County Connection Board of Directors. At-large Members shall be recommended by the Ad-Comm for appointment by the County Connection Board of Directors.
- The following criteria should be considered by the recommending body when selecting Members to serve on the Ad-Comm:
 - The proposed Member should be active in community participation and involvement.
 - The proposed Member should reside in the appointing community.
 - The proposed Member should be a current or former user of fixed-route and/or paratransit service, or an advocate for transit users in their communities.

Bylaws of the County Connection Advisory Committee

Alternate Members

In addition to Regular Members, each jurisdiction may also recommend one (1) Alternate Member for appointment by the County Connection Board of Directors. No alternate At-Large Members shall be appointed. Alternate Members shall abide by the same rules of conduct applicable to Regular Members.

When the Regular Member from any jurisdiction is unable to attend an Ad-Comm meeting, the Alternate Member (if one has been appointed) representing that jurisdiction shall vote in their place. Alternate Members may not vote in an Ad-Comm meeting where the Regular Member for that jurisdiction is present. However, Alternate Members are welcome to participate in the discussion and are encouraged to attend all Ad-Comm meetings.

Officers

The officers of the Ad-Comm shall consist of one Chair and one Vice Chair. The Chair and Vice Chair shall be elected at the first meeting of each calendar year and shall serve one-year terms. The Chair shall preside over all meetings of the Ad-Comm, call special meetings as needed, and regularly provide oral reports to the Board of Directors. The Vice Chair shall assume all duties of the Chair in the absence of or upon request by the Chair. In the absence of the Chair and Vice Chair, the Ad-Comm shall appoint a chair pro-tem to fill the duties of the Chair.

Term of Appointment of Ad-Comm Members

Each Member shall be appointed for a three-year term, with no limit on the number of terms served. Initial appointment terms will be assigned in one, two or three year increments in order to stagger the expiration dates of Members such that approximately one third of the total Members are appointed or re-appointed every year.

~~At the first Ad-Comm meeting following adoption of these amended bylaws, the Members shall be divided as equally as may be into three Groups. The Seats of the Members of the first Group shall be vacated at the Expiration of the first Fiscal Year, of the second Group at the Expiration of the second Fiscal Year, and of the third Group at the Expiration of the third Fiscal Year, so that one third of the total members may be appointed every Year.~~

If during their term, a Member resigns, is removed, or becomes unable to continue to serve, the recommending jurisdiction shall be requested to appoint a successor, to be approved by the County Connection Board of Directors to serve the balance of the original Member's term. If the resigning/removed Member's jurisdiction is also represented by an Alternate Member, the Alternate Member may assume the position of the resigning Member for the balance of their term, with the approval of the Board of Directors.

Resignation, Removal, and Conduct of Ad-Comm Members

A Member may resign from the Ad-Comm at any time by notifying the Ad-Comm Chair, the Board, or designated County Connection staff. Member resignations will take immediate effect unless otherwise specified at the time of notification.

Each Member is expected to observe basic rules of good conduct. Members and Alternates should use common sense and reasonable judgement in fulfilling their duties at all times during their terms of appointment. Members are to refrain from disruptive and/or inappropriate behaviors including, but not exclusive to:

- Violating County Connection's substance free workplace policy,

Commented [AP2]: I think this is more clear about the intent. This gives staff the flexibility to assign an increment of years when an appointment is requested/needed, as appropriate to keep the 1/3 every year goal.

Commented [AP3]: Shouldn't have action referenced related to when by-laws were amended, rather the language should stand alone.

Bylaws of the County Connection Advisory Committee

- Violating the Conflict-of-Interest Regulations included in these Bylaws,
- Harassing, bullying, or intimidating other Members of the Ad-Comm, County Connection staff, or members of the public,
- Having four absences within 12 months or three consecutive absences from scheduled Ad-Comm meetings, except for reasons beyond the Member's control.

Failing to adhere to these standards may be considered conduct unbecoming a Member of the Ad-Comm and may result in temporary or permanent removal from the Ad-Comm by the Board of Directors. Circumstances permitting, permanent removal of a Member for cause shall only be presented for consideration by the Board of Directors following a majority vote of the other Ad-Comm Members.

In cases of severe misconduct that creates an immediate threat to health and safety, or that seriously disrupts the business of County Connection, the Board of Directors (including subcommittees), or the Ad-Comm, a Member may be suspended immediately by the Ad-Comm Chair or the County Connection General Manager (or their designee) and barred from County Connection property and further participation in County Connection, Board, or Ad-Comm activities, pending removal by the Board of Directors.

Quorum

A majority of the seated Ad-Comm Members present (in person or remote) shall be required to elect officers or recommend the removal of a member. In all other matters, a majority of the Ad-Comm members present shall constitute a quorum.

Commented [AP4]: I removed the language about a majority of total members appointed. I added language to be more specific that it can be in person or remote.

Meetings and Meeting Schedule

The Ad-Comm shall meet once per month at times and locations to be selected by the Ad-Comm. At the last meeting of each calendar year, the Ad-Comm shall adopt the full schedule of regular meetings for the next calendar year. Notwithstanding the annual meeting schedule, regular meetings may be canceled by the Chair in consultation with County Connection staff when circumstances make holding the meeting as scheduled unsafe, impractical, or unnecessary. Special meetings may also be held as needed. Any Member may request that the Chair work with the staff liaison to schedule such a meeting.

Commented [AP5]: I think this is road enough to not require modification with the recent approval of going to all remote meetings.

Ad-Comm Subcommittees

The Chair may, with the approval of the Ad-Comm, create temporary Ad-Comm subcommittees, and appoint Members to serve on the subcommittees. Ad-Comm subcommittees shall be ad-hoc in nature, and no standing subcommittees shall be created. Each Ad-Comm subcommittee shall have a specific assignment or task within the broader scope of the Ad-Comm's responsibilities. Any Ad-Comm Member may be appointed to any Ad-Comm subcommittee, but subcommittees will be composed of less than a quorum of the Ad-Comm. Ad-Comm subcommittees may not take formal action.

Staff Liaison and Minutes

A County Connection staff member shall serve as staff liaison to the Ad-Comm. The staff liaison shall take minutes at all meetings of the Ad-Comm, maintain a record of attendance, record all roll-call votes, and assist with administrative tasks on behalf of the Ad-Comm. The minutes of each regular or special Ad-Comm meeting shall be presented to the Ad-Comm for approval at the next regular meeting, and to the Board of Directors at the regular Board meeting immediately following approval by the Ad-Comm.

Commented [AP6]: Is this happening? If not, do we want to delete this - or, start doing it?

Bylaws of the County Connection Advisory Committee

Miscellaneous

Annual Workplan

~~Each Fiscal Year, the Ad-Comm shall draft and submit to the Board of Directors a proposed Ad-Comm workplan for the coming year, for consideration and approval at the next regularly scheduled Board meeting. The proposed workplan will include planned topics to be addressed by the Ad-Comm, suggested timelines for discussing those topics, and specific proposed agenda items as appropriate.~~

Public Statements

No Member of the Ad-Comm shall speak, or represent themselves as a spokesperson for County Connection, or make any public statements on behalf of County Connection without express authorization by County Connection.

Conflict of Interest

No Ad-Comm Member shall engage in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to their duties, functions or responsibilities on the Ad-Comm. Such Member shall not perform any work, service, or counsel for compensation outside of their responsibilities where any part of their efforts shall be reviewed by the Ad-Comm.

Members of the Ad-Comm shall comply with the provisions of the California Political Reform Act (Government Code Section 87100, et seq.) and doctrine of common law conflicts of interest. **Each Member shall file an Annual Statement of Economic Interests.** Individual Members shall disclose and disqualify themselves from participating in any decision in which they have a financial interest under the standards of the California Political Reform Act.

Amendments

Proposed amendments to these bylaws may be submitted to the Board of Directors by the Ad-Comm, with the approval of the County Connection General Manager or their designee. Amendments shall be incorporated into the bylaws only by approval of the Board of Directors.

Commented [AP7]: This hasn't happened in the few years I have been on the Ad Comm and I'd be surprised if one has ever been produced. It is not likely that a group of volunteers could create this document on an annual basis so we should delete this expectation. As provided above, a sub-committee can always be formed to address any specific issue which arises or which the Board asks the Ad Comm to weigh in.

Commented [AP8]: I've never done one of these here - is it a legal requirement? If yes, we need to have it happen ASAP.

Commented [AP8R2]: Do we know yet?

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