



**MEASURE J TRAFFIC CONGESTION RELIEF AGENCY
CITIZEN ADVISORY COMMITTEE**

Summary of Actions

Tuesday, November 10, 2020

11:00 AM

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED AS A VIDEO/TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Committee members, staff and the public may participate remotely via Zoom at <https://us02web.zoom.us/j/87464536598> or by calling 1-669-900-6833 using Meeting ID 874 6453 6598.

Public comment may be submitted in advance of the meeting via email to admin@ridetraffic.com. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Citizen's Advisory Committee before or during the meeting. Please submit public comments as soon as possible so that they can be provided to the Citizen's Advisory Committee before, and, as feasible, during the meeting.

Any document provided to a majority of the members of the Measure J Traffic Congestion Relief Agency (TRAFFIX) Citizens Advisory Committee regarding any item on this agenda will be made available for public inspection at the meeting. Members of the public may arrange to view documents after the meeting by calling the TRAFFIX Administrative Coordinator at (925) 973-2649 Monday through Friday between 7:00am and 3:30pm.

- I. **Call to Order** – Chair Roobol called the meeting to order at 11:03 am.
- II. **Roll Call** – Chair Margret Roobol (Cal High), Vice Chair Sherri Draper (San Ramon Rep), Sarah Evans (Pine Valley), Breyana Brandt (Vista Grande), Cliff Buxton (Town of Danville), Grace Moy-Gyotoku (Contra Costa County D2), Anna Win (Monte Vista HS), Kristen Przeslawski (Neil Armstrong), Megan Wilkerson (TRAFFIX Admin Coordinator) and Phillip Cox (observer). Absent: Robert Sarmiento (Contra Costa County Representative), and Henry Cooper (First Student).

III. **Public Comment** – None received.

IV. **Order of the Agenda** – No change.

V. **Consent Calendar-**

A. **Approve** Summary of Actions from September 8, 2020 Meeting

Motion to approve by Sherri and second by Cliff. Passed 8-0

VI. **Reports and Presentations**

A. **Receive Update** on TRAFFIX Program Status

Megan gave the update that while there is no bus service being provided we are still maintaining the TRAFFIX Program. All of the contracts have been approved to continue to be paid until we have further direction from the TRAFFIX Board. The First Student Drivers and directors have still been receiving payment with the intent that the drivers will be ready within a 10 day turnaround to return to service.

The TRAFFIX Board of Directors meets on November 17th to discuss policy and procedure documents and capacity limits. Megan will collect the data from the district about the declarations for Hybrid instruction. She informed the CAC that routes will not be allowed to be tiered with the change in bus schedule. Routes will be decided based on data from school.

Sherri asked how buses will be divided amongst the district. She estimated that the routes kept will be a reflection on the district data. The Board will discuss further and let the CAC know. Anna asked about the declarations will include a TRAFFIX question, and Megan replied no, because is district wide. Anna then asked about doing a survey for parents. Megan said after the district does theirs then it would be okay to run a TRAFFIX Survey.

Breyana asked about working parents and the difficulty getting students to school safely, and Megan agreed that a survey and feedback will be helpful for restoring service. Margret also commented that she is getting a lot of questions about service for Monte Vista. Megan requested emails and public comments for the TRAFFIX Board to hear the concern from the community.

Cliff asked about the Board approval process. Megan explained that by December 2, 2020 the TAC will meet and provide a recommendation for the December 3, 2020

Ad Hoc operations subcommittee meeting. December 15, 2020 will be another TRAFFIX Board special meeting. By December 15, the goal is to have routes, pass fares and policy and procedure documents finalized.

B. Receive Update on TRAFFIX Operations

Megan updated the CAC in Henry's absence. The buses are ready, the drivers are ready and they have been running dry routes. All drivers have been paid and will return to their assigned routes.

VII. Old Business

A. Discuss School Closure Impact on TRAFFIX Program

The Board has approved to continue payments to the drivers to ensure they will return when school returns in hybrid. It was very important to maintain the same drivers on the same routes for continuity. There were only 3 drivers who were unable to return.

B. Discuss FirstView Application Status

Moving forward with First View, when we have buses running we will roll out the Pilot Program for the CAC members to fix any problems and concerns. We would love feedback on the application to ensure the roll-out will be seamless. Chair Robol wanted to ensure that all CAC members were aware of the program.

The new application will be great for parents and students when we have service.

Megan also showed the CAC the lanyards that were purchased for all TRAFFIX students. The lanyard can be used for their backpack or around their neck. There are two break away points for safety.

VIII. New Business

A. Nominate and Elect Chair and Vice Chair for the 2020-2021 Citizen Advisory Committee

Margret offered to carry on her position as chair for the remainder of the 2020-2021 school year. Fall 2021 a new president will be elected. Sherri Draper will stay on as vice chair for the remainder of the year as well.

The clarification on the board positions was made that their terms will remain at 2 years minimum to reduce the changing too often.

Margret suggested that the CAC needs to think about new officers for the committee for the next meeting.

Unanimous votes for Chair and Vice Chair 8-0.

B. Receive Citizen Advisory Committee (CAC) Concerns, Comments, Questions

Cliff asked about Measure X and funding sources. Megan let him know that we have been getting Measure J funds now, and that nobody has mentioned other funding for the future.

Megan encouraged feedback from the community to show the Board the importance of the TRAFFIX program. Margret suggested submitting blurbs for the newsletter for each school to encourage parents to give feedback.

Margret asked about the vacancies at schools, and Megan explained that with the situation going on with schools closed and busing not being provided that we would put that on hold until further notice.

Phillip commented that the way the trends are going with the virus that school re-opening will come to a halt. Cliff commented that he believes that if schools open hybrid, that they will remain open. Margret also commented that there will be extra safety measures put in place to ensure proper social distancing.

IX. Adjournment: The meeting was adjourned at 11:50 am.