

**MINUTES
VIRTUAL MEETING OF THE AC TRANSIT
ACCESSIBILITY ADVISORY COMMITTEE (AAC)
DECEMBER 8, 2020**

1. CALL TO ORDER

The meeting was called to order at 1:00 p.m.

2. ROLL CALL and Introduction of Members and Guests

AAC members present:

Janet Abelson	Erika Bruhns
Chonita Chew	Mary Clutts
Jonathan Elkus	Pamela Fadem, Chair
Shawn Fong (1:12)	Melissa Getz
Sandra Johnson	Don Queen
Tanya Washington	Barbara Williams, Vice Chair
Hale Zukas	

AAC members absent:

James Robson (excused)

Staff:

Tammy Kylo, Administrative Coordinator
Mallory Nestor-Brush, Accessible Services Manager
Robert del Rosario, Director of Service Development and Planning
Cecil Blandon, Director of Maintenance
Ahsan Baig, Chief Information Officer Innovation and Technology
Darrell Takara, Project Manager

Guests:

Diane Shaw, Board of Directors
H. E. Christian Peeples, Board of Directors
Jean Walsh, Board of Directors
Roland Wong
Warren Cushman

3. ORDER OF AGENDA

The order of agenda was approved.

4. CONSENT CALENDAR

4.A. Approval of Minutes

MOTION: Getz/Johnson approved the November 10, 2020 AAC meeting minutes. The motion carried by the following vote:

AYES – 11: Abelson, Chew, Clutts, Elkus, Fadem, Fong, Getz, Johnson, Queen, Williams, Zukas

ABSTENTIONS – 2: Bruhns, Washington

ABSENT – 1: Robson

5. REGULAR UPDATES

5.A. Update on COVID-19 State of Health

Robert del Rosario, Director of Service Development and Planning, reported on the Financial and Service recovery plan. The District's financial position is strong going into the pandemic:

- AC Transit is unique with a large share of stable property tax revenue
- Stable credit rating (A/A1)
- Untouched reserves
- Comparatively, some agencies have greater challenges due to their revenue mix – Golden Gate Transit, BART, and Caltrain

Performance:

- Revenues overall above budget (FY20-21 First Quarter)
 - Sales Tax revenues better than expected, but lower than pre-pandemic levels
 - Federal Aid – CARES Act funds awarded in first half of fiscal year
- Expenses overall below budget (FY20-21 First Quarter)
 - Labor expenses at budget
 - Non-Labor expenses below budget
 - Lower fuel costs, low paratransit ridership/cost

Challenges:

- Fare collection started in 2nd Quarter
 - Initial collections are lower than expected
 - Will ridership increase? Will the need for Transbay service return?
- Sales tax trends look positive
 - Unknown effect of third (or fourth...) wave of infections?
 - Will economy keep recovering?
 - Job losses in struggling sectors?
- Will there be another federal stimulus?

FY 20-21 and FY 21-22 Draft Forecast:

- FY 20-21 forecast: \$475M revenues - \$468M expenses = +\$7M
- FY 21-22 forecast: \$457M revenue - \$480 expenses = -\$23M deficit

What is the District doing now and in the near future?

- Continue hiring freeze (except critical positions)
- Reduce temporary employee count
- Review and capture additional non-labor expense reductions in mid-year budget
- Monitor sales tax revenues for continued over-performance
- Build up reserves in FY20-21 for possible use in FY21-22

Service Recovery Update:

AC Transit is not in any type of recovery, so we have to delay any type of major service changes that were preliminary proposed. However, the District is continuing to be in the mode of addressing the epidemic and keeping our service safe as possible.

- Vehicle Capacity Limits
- Face-covering Enforcement
- Personal Protective Equipment (PPE) Distribution
- Operator Safety shields
- Ventilation
- Employee Contact Tracing

- Fare Collection Safety
- Automated Passenger Load Information (PLI)
- Passenger and Operator Communications
- Regional Coordination and Monitoring

Service Update, Planning & Public Engagement:

- Currently operating at 75% service level with approx. 33% ridership (67% loss)
- Sustain current service level with minor adjustments. This includes supplementary service and reliability OTP, On Time Performance fixes
- Continue to plan and adjust as financial projections and ridership patterns are quantified
- Plan to engage in robust public outreach and planning efforts that are informed by data and community input that will require Board approval

Chair Fadem thanked Mr. del Rosario for his presentation and requested that Tammy send out the Financial Health of AC Transit Special District presentation to the committee. Clutts asked if AC Transit has thought of partnering with CVS or Kaiser Permanente, so that when vaccines are rolled out that AC Transit could be a transportation provider of choice to get people to and from the vaccination sites. Robert replied that there will be some guidance and assistance from AC Transit.

5.B. Update on Bridge Plate Maintenance/Road Calls

Cecil Blandon, Director of Maintenance, reported on bridge plate maintenance. The District's 27 Temple buses are equipped with bridge plates that are deployed by the bus operator. A bridge plate is designed to be deployed for passengers boarding or disembarking, if needed, at the middle door. The District has an enterprise asset management software called Ellipse, that track repairs performed on the fleet and are set up for preventative maintenance based on the manufacturer's recommendation. Buses are scheduled at an interval of approximately 6000 miles, which is roughly 46 weeks depending on the daily mileage the vehicle is operating.

The bridge plate is a system that is inspected visually and checked for operation and lubricated at set intervals. Operators also check the deployment of the bridge plate as part of their inspection process when the vehicle goes out. If a bridge plate deployment failure occurs in service, the operator will follow the established roll call procedure and report the problem experienced by contacting OCC. Depending on the issue or reported concern, the bus will be exchanged, or maintenance will perform an on-site repair.

Cecil concluded by reminding the committee that these are new vehicles to maintain, so there is a learning curve for maintenance to be able to diagnose the vehicles properly and troubleshoot the repairs the first time. However, Cecil reviews repetitive and intermittent problems if it recurs on a specific vehicle.

5.C. Review of Lift/Ramp Road Call Report

The Committee reviewed the Road Call report for November 1 – November 28, 2020. There was a total of five (5) road calls; five (5) were chargeable. Chair Fadem encouraged everyone to contact Customer Service to report these issues, including if a driver states that a ramp can't be deployed, since ramps are able to be deployed manually.

6. STANDING REPORTS

6.A. Chair's Report

Chair Fadem shared her appreciation for all the committee members, staff, and community members who keep persisting and joining us to help keep AC Transit accessible and affordable during these trying times.

6.B. Board Liaison Report

Director Shaw reported that:

- Bus crowding information on the mobile app for the Tempo buses (Line 1T), all other lines by the end of January 2021.
- Small service changes going into effect on December 20, 2020.
- The District is pursuing vaccines for AC Transit drivers.
- MTC is looking at fare integrations for the regional fares.

Director Shaw also welcomed new Board Member, Director Jean Walsh who represents Ward 4. Director Walsh introduced herself to the Committee.

6.C. Alameda County Transportation Commission (ACTC) PAPCO Report

None. The next PAPCO meeting is January 25, 2021 and will be a virtual meeting.

6.D. Service Review Advisory Committee (SRAC) Report

Janet Abelson reported that the SRAC was given an overview of the East Bay Paratransit Complaint and Commendation process and an update on the food delivery partnership with three (3) programs.

7. PUBLIC COMMENTS

Warren Cushman stated that he is a member of the California Council of the Blind and is working with a lot of different transportation agencies. He wants to make sure there is some warning with regard to paratransit if they go back to only rides for essential services.

8. MEMBER/STAFF COMMUNICATIONS & ANNOUNCEMENTS

Sandra Johnson asked when the new stickers for the badges will be mailed out for 2021. Tammy responded that they will be mailed to each Committee Member in January.

Mallory Nestor-Brush, Accessible Services Manager, thanked everyone and wished everyone a Happy Holiday. She stated staff's appreciation of the AAC's time, energy, and efforts on behalf of the District and for their continued participation.

9. FUTURE AGENDA ITEMS & NEXT MEETING DATE

The next AAC Meeting will be held Tuesday, January 12, 2021 at 1:00 p.m. This will be a virtual meeting.

Future Agenda Items:

- Ramp Pre-Trip/Relief Deployment
- Manual Ramp Deployment Training
- Board Decisions on Legislation and Policy
- Wheelchair Securement Policy
- FASTER Bay Area
- AAC Programs/Projects to increase Senior Ridership

10. ADJOURNMENT

The meeting adjourned at 3:00 p.m.