

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)  
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF STRATEGIC PLANNING, DEVELOPMENT,  
AND SUSTAINABILITY COMMITTEE MEETING / COMMITTEE OF THE WHOLE  
FEBRUARY 2, 2022**

Committee Members Present: C. Groom (Committee Chair), J. Gee, D. Pine

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: M. Fraser,  
R. Guilbault, R. Medina, J. Powell, P. Ratto, C. Stone

Other Board Members Absent: None

Staff Present: C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

**1. CALL TO ORDER**

Committee Chair Carole Groom called the meeting to order at 3:42 pm.

**2. APPROVAL OF MINUTES OF COMMITTEE MEETING OF JANUARY 5, 2022**

Motion/Second: Fraser/Pine

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: None

**3. REIMAGINE SAMTRANS: PHASE THREE OUTREACH SUMMARY, FINAL RECOMMENDED NETWORK AND DRAFT PHASING PLAN**

Christy Wegener, Director of Planning, and Millie Tolleson, Manager, Strategic Planning, provided the presentation.

Committee Chair Groom congratulated staff on their outreach efforts.

Director Charles Stone said there is a minority of riders who will lose the only routes they ride; he said that should be taken into consideration after the pandemic. He said the goal should be to be the least disruptive to the current student ridership. Ms. Wegener said it has been a challenge to coordinate with the schools' bell schedules. Director Stone suggested that the District increase their communications with the school districts to better coordinate transit with school schedules. Ms. Wegener confirmed that the bell schedule deadline is April 1.

Director Josh Powell acknowledged that a lot of difficult trade-offs were made.

Director Marina Fraser noted that the Planning team worked on the weekends to conduct outreach with passengers.

Committee Member Jeff Gee said there was legislation to standardize bell schedules. Ms. Wegener concurred and said that the bill says high schools and elementary schools

cannot start before 8:00 am. Committee Member Gee said that one problem is that schools do not plan their schedules far enough ahead. He asked about the approach to the equity program. Ms. Tolleson acknowledged the difficulty of defining equity and said they focused mainly on transit-dependent riders.

Carter Mau, Acting General Manager/CEO, said the agency has an obligation to help the most vulnerable populations, noting that this demographic was the most impacted during the pandemic.

Committee Member Gee stressed that the passion for reaching out to the vulnerable populations should be incorporated into the guiding principles of Reimagine.

Public Comment:

Adina Levin, Friends of Caltrain, thanked staff for their efforts. She suggested keeping a close eye on East Palo Alto service.

#### **4. SAMTRANS DRAFT SERVICE POLICY FRAMEWORK**

Ms. Wegener and Jonathan Steketee, Manager, Bus Operations, provided the presentation.

Committee Member Gee asked if the framework was a living document that can be updated, and Mr. Steketee said they planned to bring it back to the Board on an ongoing basis.

Public Comment:

Adina Levin, Friends of Caltrain, suggested that service reliability and connectivity to other transit modes should be added to the framework.

#### **5. ADJOURN**

The meeting adjourned at 4:47 pm.

An audio/video recording of this meeting is available online at [www.samtrans.com](http://www.samtrans.com). Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to [board@samtrans.com](mailto:board@samtrans.com).