



Agenda

Citizens Advisory Committee (CAC) Meeting

San Mateo County Transit District

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to [Assembly Bill 361](#) (Government Code Section 54953).

Committee members, staff and the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/92043867620?pwd=ZHhLQnJQd0VwYWVWcydGJCdTNRVGd6UT09> or by entering Webinar ID: **920 4386 7620**, Passcode: **474781** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only. The video live stream will be available after the meeting at:

<https://www.samtrans.com/about-samtrans/video-board-directors-cac>.

Public Comments: Members of the public are encouraged to participate remotely. Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Committee Chair as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.samtrans.com/meetings>.

Oral public comments will also be accepted during the meeting through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial *6 to unmute themselves when recognized to speak for three minutes or less. The Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Wednesday, February 22, 2023

6:30 pm

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Public Comment for Items Not on the Agenda

Comments by each individual speaker shall be limited to three (3) minutes. Items raised that require a response will be deferred for staff reply.

SamTrans Citizens Advisory Committee Members 2023: Mary Adler, Steve Appenrodt, John Baker, Christopher Carey, Bob Gomez, Scott Johnston, Allie Juarez, Nancy Lacsamana, Michelle Lewis, Alex Madrid (Vice Chair), Meredith Park (Chair), Denise Seibert

Staff Liaison: Ana Rivas, Director of Bus Transportation

CAC Secretary: Jean Brook

4. Approval of Meeting Minutes from January 25, 2023
5. Presentation: Accessibility Features of SamTrans Buses and Service Features for People with Disabilities – Tina Dubost, Manager, Accessible Transit Services
6. Report of the Chair
7. SamTrans Staff Update
8. CAC Member Comments/Requests
9. SamTrans Board Liaison Report – Alex Madrid, Chair
10. Date and Time of Next Meeting: Wednesday, March 29, 2023 at 6:30 pm, via Zoom teleconference and/or in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.
11. Adjourn

Information for the Public

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at <https://www.samtrans.com/meetings>. Communications to the Board of Directors can be emailed to board@samtrans.com.

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Date and Time of Board and Citizens Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm;
SamTrans Citizens Advisory Committee (CAC): Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the website.

Location of Meeting

Due to COVID-19, the meeting will only be via teleconference as per the information provided at the top of the agenda. The public may not attend this meeting in person.

Public Comment

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Accessible Public Meetings/Translation

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Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.

**San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California**

**Citizens Advisory Committee (CAC)
Meeting Minutes**

January 25, 2023

Members Present (Via Teleconference): M. Adler, S. Appenrodt, J. Baker, C. Carey (Vice Chair), B. Gomez (left at 6:49 pm), S. Johnston, N. Lacsamana, M. Lewis, A. Madrid (Chair), M. Park, D. Seibert

Members Absent: A. Juarez

Staff Present: A. Rivas, T. Dubost, M. Louie, M. Tolleson, J. Brook

1. Call to Order/Pledge of Allegiance

Chair Meredith Park called the meeting to order at 6:31 pm and led the Pledge of Allegiance.

2. Roll Call

CAC Secretary Jean Brook called the roll and noted that a quorum was present.

3. Report of the Nominating Committee for 2023 Chair and Vice Chair

On behalf of the Nominating Committee, John Baker proposed Alex Madrid as Chair and Chris Carey as Vice Chair for 2023.

Nancy Lacsamana provided a brief account of Mr. Madrid's education and background working with people with disabilities.

Motion/Second: Baker/Seibert

Ayes: Adler, Appenrodt, Baker, Carey, Gomez, Johnston, Lacsamana, Lewis, Madrid, Park, Seibert

Noes: None

Absent: Juarez

4. Public Comment for Items Not on the Agenda

There were no comments.

5. Approval of Meeting Minutes from November 30, 2022

Motion/Second: Park/Lewis

Ayes: Adler, Appenrodt, Baker, Carey, Gomez, Johnston, Lacsamana, Lewis, Madrid, Park, Seibert

Noes: None

Absent: Juarez

6. Presentation: 2022 Title VI Program Update

Michelle Louie, Title VI & Social Equity Administrator, provided the presentation.

Bob Gomez left the meeting at 6:49 pm.

Scott Johnston asked as part of Title VI, have they looked at the ability to get across the County for educational purposes conveniently using transit. Ms. Louie said that would fall outside the purview of Title VI, which covers race, ethnicity, and low income.

Ms. Lacsamana said for students that fall within the Title VI – are students are categorized within Title VI. Ms. Louie said all of the data goes across all age groups and does not filter out students specifically.

Ms. Park asked how significant a route change needs to be to trigger a Title VI analysis. Ms. Louie said yes, if there is a major service change involved. She said that Title VI also impacts how outreach to the community is carried out.

Mr. Baker asked if the planners had contacted the office of civil rights prior to stop consolidation. Ms. Louie said they are looking into how to gather feedback from residents affected by any change of stop locations. He asked how they contact community-based organizations. Ms. Louie said they have hired a new staffer and are still looking to the best way to do the outreach.

Chair Alex Madrid asked if there were any studies on services to accommodate people with disabilities. Ms. Louie said they do not track the disabled and senior populations separately in their demographic analysis.

7. Report of the Chair

Chair Madrid said he had no report. He thanked the CAC for electing him as Chair.

8. SamTrans Staff Update

Ana Rivas, Director of Bus Transportation, reviewed the most recent performance statistics and employees of the month.

Michelle Lewis asked what the follow-up was at the Serramonte Center accident. Ms. Rivas said it was still under investigation, but that there were no serious injuries.

Ms. Park asked if there were a lot of changes in the February runbook. Ms. Rivas said there were just minor adjustments to improve on time performance but no major changes.

Chair Madrid asked if there were any thoughts on restarting the ECR Rapid route. Ms. Rivas said it was not currently part of the Reimagine implementation but it may possibly be restarted in the future.

9. CAC Member Comments/Requests

Ms. Park asked if metrics included capacity of the vehicles. Ms. Rivas said they conduct analysis on underperforming routes

Mr. Johnston noted that awhile back, he had mentioned a rear door on a bus was blocked by boxes of newspapers and that the problem had since been resolved.

Mr. Baker said regarding shelters that they could be justified due to climate and not just ridership.

Ms. Lacsamana suggested that CAC members reach out to the Board members that represent their local cities to encourage their constituents to join the CAC.

10. SamTrans Board Liaison Report

Meredith Park provided a summary of the December 7 and January 4 Board meetings. She asked if anyone else would like to volunteer to provide the Board liaison report going forward. Mr. Baker offered to provide the liaison report starting with the March 29 meeting.

11. Date and Time of Next Meeting

Chair Madrid said that the next meeting will be held Wednesday, February 22, 2023 at 6:30 pm via Zoom teleconference. He asked Ms. Brook if there was an update on when in-person meetings would resume. She said that Board and committee members would likely be required to meet in person with some exceptions for teleconferencing beginning in March.

12. Adjourn

The meeting adjourned at 7:32 pm.