

**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.