

**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**

April 5, 2023

Committee Members Present: D. Canepa (Chair), R. Medina, P. Ratto

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: M. Chuang, M. Fraser, J. Gee, R. Guilbault, R. Mueller, J. Powell

Other Board Members Absent: None

Staff Present: A. Chan, D. Olmeda, J. Cassman, S. van Hoften, J. Brook, D. Seamans

8.c.1. Call to Order

Committee Chair David Canepa called the meeting to order at 3:04 pm.

8.c.2. Approval of Minutes of the Strategic Planning, Development, and Sustainability Committee Meeting of March 1, 2023

Motion/Second: Medina/Ratto

Ayes: Canepa, Chuang, Fraser, Gee, Guilbault, Medina, Mueller Powell, Ratto

Noes: None

Absent: None

8.c.3. Reimagine SamTrans Implementation Update

Millie Tolleson, Acting Director of Planning, provided the presentation.

Director Jeff Gee noted that the Pacifica microtransit pilot had been limited to smaller radius. Ms. Tolleson said they had replaced the fixed-route service with microtransit during that pilot, which did not work so well. She noted that the fares for the East Palo Alto microtransit service are the same as fixed-route service. David Olmeda, Chief Operating Officer, Bus, said that customers could call in as well as reserve online.

Director Rose Guilbault asked how they are measuring the success of the program. Ms. Tolleson said they not yet set up the KPIs (key performance indicators). Director Guilbault asked if they are consulting with other localities with successful microtransit programs to see how they are doing. Ms. Tolleson said that Marin Transit has microtransit experience and that they would look into it.

Director Marina Fraser asked what the hours of availability are. Ms. Tolleson said she would find out and get back to her. Director Fraser said she would like to coordinate with staff on upcoming community events in Half Moon Bay to promote the service.

Chair Josh Powell asked for the number of operator vacancies; Mr. Olmeda said 41.

Director Marie Chuang asked how far in advance do customers need to book a microtransit trip. Jonathan Steketee, Manager, Operations Planning, said customers can book when they are ready to ride, and that the District is aiming for no more than a 20-minute wait time. He said the hours of operation for Half Moon Bay are 8:00 am to 5:00 pm.

Committee Chair Canepa asked if adjacent counties are using compatible technology. Mr. Steketee said they are using GPS (global positioning system) to coordinate with other transit systems throughout the Bay Area. Director Canepa asked about the equity priority areas. Ms. Tolleson said they used an algorithm to find people in the County that meet certain criteria, revealing East Palo Alto and Half Moon Bay as equity-priority areas.

Director Peter Ratto said he has always been an advocate for microtransit.

Director Chuang asked if riders need to be residents of the area where they are making the ride request, and Ms. Tolleson said users do not need to be a resident of the zone from which they are making the request.

April Chan, General Manager/CEO, said they would provide the Board with a full update prior to the June Board meeting.

Director Ray Mueller asked if the microtransit vehicle would pick up other passengers. Mr. Steketee said yes, the service is dynamic.

Director Guilbault noted that the marketing would be different for the various demographics using the service.

8.c.4. Adjourn

The meeting adjourned at 3:44 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.