



Agenda

Citizens Advisory Committee (CAC) Meeting

San Mateo County Transit District

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos, CA

June 28, 2023, 6:30 pm

Members of the public also may attend the meeting via teleconference at the following location:

402 E. O'Keefe Street #12, East Palo Alto, CA 94303

Members of the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/92043867620?pwd=ZHpLQnJQd0VwYWcydGJCdTNRVGd6UT09> 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.

Please Note the following COVID-19 Protocols for in-person attendance:

1. Visitors experiencing the following symptoms of COVID-19 may not enter the building:
 - Cough
 - Shortness of Breath
 - Fever
 - Chills
 - Muscle Pain
 - Sore Throat
 - Loss of Taste or Smell
2. Wearing of masks is recommended but not required.

Public Comments: 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 CAC 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 in person and through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should 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.

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

Staff Liaison: Ana Rivas, Director, Bus Transportation

CAC Secretary: Jean Brook

Each public comment is limited to three minutes or less. The CAC Chair has 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.

The video live stream will be available after the meeting at:
<https://www.samtrans.com/about-samtrans/video-board-directors-cac>.

Wednesday, June 28, 2023

6:30 pm

1. Call to Order/Pledge of Allegiance
2. Announcement of New and Continuing CAC Members
 - a. Ben Mangiafico – for a term expiring April 2026
 - b. Judith Lamarre – for a partial term expiring April 2024
 - c. Steve Appenrodt – for a term expiring April 2026
 - d. John Baker – for a term expiring April 2026
 - e. Scott Johnston – for a term expiring April 2026
 - f. Allie Juarez – for a term expiring April 2026
 - g. Alex Madrid – for a term expiring April 2026
 - h. Denise Seibert – for a term expiring April 2026
3. Roll Call
4. 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.
5. Approval of Meeting Minutes from April 26, 2023
6. Presentation: Brown Act Basics – Brendan Adams, Legal Counsel, Hanson Bridgett LLP
7. Report of the Chair
8. SamTrans Staff Update
9. CAC Member Comments/Requests
10. SamTrans Board Liaison Report – Chris Carey

11. Date and Time of Next Meeting: Wednesday, July 26, 2023 at 6:30 pm, via Zoom teleconference and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.
12. Adjourn

Information for the Public

If you have questions on the agenda, please contact the CAC Secretary at 650-508-6223. Agendas are available on the SamTrans website at <https://www.samtrans.com/meetings>. Communications to the CAC can be emailed to cacsecretary@samtrans.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

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

This meeting will be held in person at: San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Members of the public may attend in-person or participate remotely via Zoom as per the information provided at the top of the agenda.

*Should Zoom not be operational, please check online at: <https://www.samtrans.com/meetings> for any updates or further instruction.

Public Comment

Members of the public may participate remotely or in person. Public comments may be submitted by comment card in person and given to the CAC Secretary. Prior to the meeting's call to order, public comments may be submitted to publiccomment@samtrans.com so that they can be sent to the CAC 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>.

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 three minutes and one per person PER AGENDA ITEM. Each online commenter will be automatically notified when they are unmuted to speak. The CAC Chair shall 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.

Accessible Public Meetings/Translation

Upon request, SamTrans will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

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**

April 26, 2023

Members Present (In Person): M. Adler, S. Appenrodt, J. Baker, C. Carey (Vice Chair), A. Juarez, S. Johnston, N. Lacsamana, M. Lewis, D. Seibert (joined at 6:33 pm)

Members Present (Via Teleconference): B. Gomez

Members Absent: A. Madrid (Chair), M. Park

Staff Present: A. Rivas, T. Dubost, K. Christopherson, C. Duddy, J. Brook

1. Call to Order/Pledge of Allegiance

Vice Chair Chris Carey called the meeting to order at 6:30 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. Public Comment for Items Not on the Agenda

There were no comments.

Denise Seibert joined the meeting at 6:33 pm.

4. Approval of Meeting Minutes from March 29, 2023

Motion/Second: Adler/Lewis

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

Absent: Madrid, Park

5. Presentation: *Reimagine SamTrans* Implementation Update

Chris Duddy, Service Planner, provided the initial part of the presentation.

Kate Christopherson, Service Planner, continued with presentation on the SamTrans Ride Plus microtransit service in East Palo Alto and Half Moon Bay.

Nancy Lacsamana requested that outreach be extended to residents of unincorporated areas in the proximity of Half Moon Bay, such as farmworkers, who may not have access to services. Ms. Christopherson thanked her for her comment and noted that Redi-Coast serves the San Gregorio area.

Michelle Lewis asked how people without smartphones could schedule a trip. Ms. Christopherson said there will be a phone number they can call to schedule a trip.

John Baker asked if the calls would go to SamTrans Customer Service. Ms. Christopherson said the calls would be handled by their third-party service provider. Mr. Baker asked how adaptable the Reimagine plan has been to the changing traffic patterns since the pandemic. Mr. Duddy said that the plan had been finalized recently, taking into account the most recent information about customer travel patterns.

Scott Johnston asked regarding the 12 routes with changes if there are other routes such as the ECR that tell a story while traversing the County. Mr. Duddy responded that the ECR connects with the majority of routes.

Allie Juarez asked if they had done a pilot program for microtransit before deciding on starting it in East Palo Alto and Half Moon Bay. Ms. Christopherson said they had previously done a microtransit pilot in Pacifica. Ms. Juarez asked what their parameters were to define the success of the microtransit program. Ms. Christopherson said they are in the process of defining their key priority indicators by looking at existing programs.

Ms. Lacsamana asked why the Pacific microtransit ended. Ana Rivas, said the Pacifica program was just a one-year pilot program.

Ms. Lacsamana asked if they had had any negative feedback regarding routes that were eliminated. Mr. Duddy said they had received constructive feedback on Routes 260 and 398 several weeks into implementation.

6. Report of the Chair

Vice Chair Carey noted that there were currently four vacancies on the CAC and encouraged the members to spread the word about the openings.

7. SamTrans Staff Update

Ms. Rivas reviewed the March performance statistics and employees of the month. She said there was only one DNO (Did Not Operate) for the month.

Ms. Lacsamana noted the jump in preventable accidents compared to the previous year. Ms. Rivas said the storms had a big impact on the number of accidents. She clarified that “accidents” includes any contact of any part of the bus with another object, such as a side mirror touching a tree.

Ms. Lewis asked if the marketing to recruit operators includes television ads. Ms. Rivas said there had been ads on television and radio and bus wrappings. Ms. Lewis said that the San Francisco Police Department uses commercials that spotlight individual officers and wondered if SamTrans did something similar. Ms. Rivas said that the Marketing team had interviewed operators at the bases to share their personal stories.

Ms. Juarez said the operator bios inside the buses were nicely done.

Mr. Johnston said he was impressed by a print ad with the message, “Come and drive a bus.”

8. CAC Member Comments/Requests

Mr. Baker said he was impressed with the low number of DNOs (Did Not Operate).

9. SamTrans Board Liaison Report

Mr. Baker provided a summary of the April 5 Board meeting.

10. Date and Time of Next Meeting

Vice Chair Carey said that the next meeting will be held Wednesday, May 31, 2023 at 6:30 pm via Zoom teleconference and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

11. Adjourn

The meeting adjourned at 7:05 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the CAC Secretary's office by phone at 650-508-6223 or by email to cacsecretary@samtrans.com.