

MINUTES*

MAC MEETING OF APRIL 19, 2023

REVISED



The METRO Advisory Committee (MAC) met on Wednesday, April 19, 2023. The meeting was held as a hybrid meeting. *Minutes are “summary” minutes, not verbatim minutes.

1. **CALLED TO ORDER** at 6:02 PM.

2. **SAFETY ANNOUNCEMENT**

Curtis Moses, Safety, Security & Risk Management Director, provided the safety announcement highlighting where the exits are in case of an emergency and the COVID precautions in place for this hybrid meeting.

3. **ROLL CALL** - The following MAC Members were **present**, representing a quorum:

Jessica de Wit, Chair
Joseph Martinez, Vice Chair
James Cruse
Veronica Elsea

Michael Pisano
Becky Taylor
James Von Hendy

4. **COMMUNICATIONS TO THE METRO ADVISORY COMMITTEE**

Ms. Elsea spoke of her recent experience with Customer Service regarding bus routes. Mr. Pisano acknowledged and thanked METRO for its Reimagine METRO Project.

Hearing nothing further, Chair de Wit moved to the next agenda item.

5. **RECEIVE AND FILE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF FEBRUARY 15, 2023**

MOTION: ACCEPT AND FILE THE MINUTES FROM THE METRO ADVISORY COMMITTEE MEETING OF FEBRUARY 15, 2023 AS AMENDED

MOTION: ELSEA

SECOND: VON HENDY

MOTION PASSED WITH 6 AYES: de Wit, Martinez, Cruse, Elsea, Pisano, and Von Hendy. Taylor was absent.

6. **COMMUNICATIONS FROM METRO ADVISORY COMMITTEE (MAC)**

Ms. Elsea was appreciative of the attached report that Mr. Von Hendy wrote to the Board for the January 27, 2023 Board meeting.

Hearing nothing further, Chair de Wit moved to the next agenda item.

7. **UPDATE ON INFORMATION TECHNOLOGY SYSTEMS (ITS)**

Isaac Holly, IT and ITS Director, provided a status update on the ITS project with Clever Devices. Director Holly reported about three quarters of the fleet is deployed with the new system and the remainder of the fleet is expected to have the new system installed soon.

Director Holly reported that the installation for the Automated Passenger Counters (APC's) has begun on a mini fleet of 12 buses to test the system. After the mini fleet, it will be moved to the rest of the fleet. Mr. Cruse asked if the system would provide accessibility information. Director Holly said it would not provide that information at the moment. Discussion followed on websites, apps, and bike rack information.

8. UPDATE OF FY24 AND FY25 PRELIMINARY OPERATING BUDGETS AND FY24 CAPITAL BUDGET AS PRESENTED AT THE MARCH 24, 2023 BOARD OF DIRECTORS MEETING

Kristina Mihaylova, Finance Deputy Director, spoke to the presentation that was presented to the Board on March 24, 2023. She emphasized that this is preliminary data and adjustments will be made between now and June. The final budget will be presented to the Board June 23, 2023. She provided an overview of the timeline that is involved before finalizing the budget and presenting it to the Board.

Discussion followed on:

- Grants
- Proposed Mechanic I and II FTE (full-time equivalent) changes. All FTE changes will be discussed with the Unions in May 2023
- Electric Buses and Hydrogen Buses
- Charging electric buses
- CalPERS and Fringe Benefits

Hearing nothing further, Chair de Wit moved to the next agenda item.

9. UPDATE ON THE PARATRANSIT ELIGIBILITY COORDINATOR

Daniel Zaragoza, Operations Manager: Paratransit Division, reported that METRO is looking into contracting services for this process and METRO has at least two companies that are interested. Chair de Wit asked if there was a timeline for the selection process. Mr. Zaragoza said it will take a few months.

Hearing nothing further, Chair de Wit moved to the next agenda item.

10. COVID-19 UPDATE

Curtis Moses, Safety, Security & Risk Management Director, reported that METRO had one positive case within the last 60 days. He said that we have seen a major decrease in COVID cases. Discussion followed on COVID boosters.

Hearing nothing further, Chair de Wit moved to the next agenda item.

11. SERVICE PLANNING UPDATE

a. Quarterly Ridership Report

John Urgo, Planning and Development Director, gave a brief summary of the ridership report for Q2 of FY23. Overall, ridership increased 13% over FY22, but we are still about 40% below pre-COVID levels.

b. Bus Stops

b.i. Update on Braille Bus Stop Signage

Director Urgo reported that Veronica Elsea and Pete Rasmussen, Transportation Planner II, will connect and will continue to work on this issue.

c. Other Projects

c.i. Pacific Station Lobby Access

Director Urgo said that the Pacific Station Lobby is now open.

c.ii. Update on Highway 17 Schedule Changes

Director Urgo reported that in the Spring service returned to San Jose State University; three trips in the morning and three trips in the afternoon.

c.iii. Update on Placement of Bus Shelters

Director Urgo reported that about half of the shelters that were acquired from Valley Transportation Authority (VTA) have been installed. Mr. Pisano asked if a **new** shelter could be installed on Ocean Avenue. Director Urgo said that the shelters are prioritized by boardings. Discussion followed on bus shelters.

Chair de Wit asked if there were any updates on the bus-on-shoulder lane. Discussion followed on the bus-on-shoulder lane and bus routes.

Hearing nothing further, Chair de Wit moved to the next agenda item.

12. COMMUNICATIONS TO THE METRO CEO

Hearing none, Chair de Wit moved to the next agenda item.

13. COMMUNICATIONS TO THE METRO BOARD OF DIRECTORS

Hearing none, Chair de Wit moved to the next agenda item.

14. ITEMS FOR NEXT MEETING AGENDA

- Facility Tour
- Update on ITS
- Service Planning Update
- Quarterly Ridership Report
- Braille Bus Stop Signage
- Update on Reimagine METRO

Ms. Elsea made a request for an update on bus driver training for passengers with disabilities. Mr. Zaragoza provided a brief update about this.

15. DISTRIBUTION OF VOUCHERS

Vouchers distributed by Elizabeth Rocha, Administrative Specialist.

16. ANNOUNCEMENT OF NEXT MEETING

Chair de Wit announced the next MAC Meeting will be held on Wednesday, August 16, 2023 at 6:00 PM at the METRO Admin Office, 110 Vernon Street, Santa Cruz.

17. ADJOURNMENT

Chair de Wit adjourned the meeting at 7:34 PM.

Respectfully submitted,

Elizabeth Rocha
Administrative Specialist