LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

WHEELS Accessible Advisory Committee

Meeting

DATE: Wednesday, July 2, 2014
PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore, CA
TIME: 3:00 p.m. – PLEASE NOTE THE EARLIER START TIME

AGENDA

<table>
<thead>
<tr>
<th>Action Recommended by Staff</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Call to Order</td>
<td>3:00</td>
</tr>
<tr>
<td>A. Approval of Agenda and Modifications if necessary</td>
<td></td>
</tr>
<tr>
<td>2. Citizens’ Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)</td>
<td>3:05</td>
</tr>
<tr>
<td>3. Minutes of May 7, 2014 and June 4, 2014 Meeting of the Committee (please review prior to meeting)</td>
<td>3:10</td>
</tr>
<tr>
<td>Approval</td>
<td>3:10</td>
</tr>
<tr>
<td>4. Electing the Chair and Vice Chair</td>
<td>Action</td>
</tr>
</tbody>
</table>
5. Establishing Meeting Times for FY14/15 Action 3:30
7. Alameda County Fair Update Information 4:05
8. PAPCO Report Information 4:15
9. Dublin/Pleasanton Bus stop ADA Improvements Information 4:20
10. Birthday Celebration Discussion Discussion 4:30
11. Operation issues – Suggestions for Changes (Members) Information 4:35
12. Adjournment Information 5:00

I hereby certify that this agenda was posted 72 hours in advance of the noted meeting.

/D Stout/ 6/25/14
LAVTA Administrative Services Department Date

On request, the Livermore Amador Valley Transit Authority will provide 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 public meetings. A written request, including name of the person, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service should be sent at least seven (7) days before the meeting. Requests should be sent to:

Executive Director
Livermore/Amador Valley Transit Authority
1362 Rutan Court, Suite 100
Livermore, CA 94551
Fax: 925.443.1375
Email: frontdesk@lavta.org
AGENDA

ITEM 3
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

WHEELS Accessible Advisory Committee

Special Meeting

DATE: Wednesday, May 7, 2014

PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore, CA

TIME: 3:30 p.m.

MINUTES

1. Call to Order
The Chair Carmen Rivera-Hendrickson called the meeting to order at 3:36 pm.

Members Present:
Herb Hastings Alameda County
Sue Tuite Alameda County – Alternate
Connie Mack City of Dublin
Shawn Costello City of Dublin
Russ Riley City of Livermore
Esther Waltz City of Livermore
Nancy Barr City of Livermore – Alternate
Carmen Rivera-Hendrickson City of Pleasanton
Pam Deaton Social Services

Staff Present:
Christy Wegener LAVTA
Kadri Kulm LAVTA
Pat McNiff MTM
Jim Wood MTM
Juana Lopez MTM

2. Citizens’ Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)
4. Minutes of the May 7 Meetings of the Committee
Minutes Approved. (Waltz/Costello)

5. WAAC Recruitment
WAAC members reviewed the received applications for FY 2015 WAAC membership positions, and offered their feedback. The board of directors will ratify the appointments at their June meeting.

5. Status Report on ADA Paratransit Operations Contractor Transition
MTM representatives gave an overview of the first seven days of providing the Wheels Dial-A-Ride service. The volume of phone calls to MTM’s call center during the first few days of the service was considerably higher than expected. WAAC members requested to have a special meeting/webinar that will demonstrate to them how MTM’s scheduling software works. Staff will set up the special meeting for early June.

5. PAPCO Report
Esther Waltz gave an overview of the latest PAPCO meeting. PAPCO approved the program funding recommendations.

5. Bus Stop ADA Improvements
Staff updated the committee that Dublin and Pleasanton bus stop ADA improvements are now 95% design, and the construction is expected to start in the summer. There are five stops in Pleasanton and five in Dublin. Committee members were interested in seeing pictures of the bus stops.

6. Operations Issues – Suggestions for Changes
Herb Hastings reported that his companion was asked to pay for a transfer on Wheels Fixed route bus.

7. Adjourn
The meeting was adjourned at 5 pm.
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
1362 Rutan Court, Suite 100  
Livermore, CA 94551  

WHEELS Accessible Advisory Committee  

Special Meeting  

DATE: Wednesday, June 4, 2014  

PLACE: Diana Lauterbach Room LAVTA Offices  
1362 Rutan Court, Suite 100, Livermore, CA  

TIME: 3:30 p.m.  

MINUTES  

1. Call to Order  
The Chair Carmen Rivera-Hendrickson called the meeting to order at 3:33 pm.  

Members Present:  
Herb Hastings Alameda County  
Sue Tuite Alameda County – Alternate  
Connie Mack City of Dublin  
Shawn Costello City of Dublin  
Russ Riley City of Livermore  
Esther Waltz City of Livermore  
Nancy Barr City of Livermore – Alternate  
Carmen Rivera-Hendrickson City of Pleasanton  
Claire Iglesias City of Pleasanton – Alternate  

Staff Present:  
Christy Wegener LAVTA  
Kadri Kulm LAVTA  
Juan Raygaza MTM  
Jim Wood MTM  
Juana Lopez MTM  

2. Citizens’ Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)
None

4. Minutes of the May 7 Meetings of the Committee
   Item moved to July 2nd meeting

5. MediRoutes Webinar
   MTMs staff demonstrated the Medi Routes scheduling and dispatching software
to the WAAC members, and the WAAC members asked questions about it.

6. Adjourn
   The meeting was adjourned at 5 pm.
AGENDA

ITEM 4
SUBJECT: Election of Wheels Accessible Advisory Committee Chair and Vice Chair

FROM: Kadri Külm, Paratransit Planner

DATE: July 2, 2014

Action Required
Hold Election for the positions of the Wheels Accessible Advisory Committee Chair and Vice Chair

Background
The WAAC needs to elect a new Chair and Vice Chair from amongst its members. Section 3.5 of the Committee Bylaws states the following:

(a) The Committee shall elect a Chair and Vice Chair from among its members. The Committee Chair and Vice Chair shall not represent the same city.

(b) The Chair and Vice Chair shall be elected at the last meeting of each fiscal year and assume office at the first meeting of the new fiscal year.

(c) The Chair shall preside at all meetings of the Committee, call special meetings, and act as spokesperson of the Committee with the authorization of the Committee pursuant to Section 4.1 of these Bylaws.

(d) The Vice Chair shall assume all duties of the Chair in the absence of, or upon request of, the Chair.

(e) The Chair or his/her designee shall make an oral report at the meeting of the Board of Directors following the Committee’s meeting. The designee shall be the Vice Chair of the Committee or a Committee member.
In the absence of the Chair and Vice Chair, the Committee shall appoint a Chair Pro-Tem to fill the duties of the Chair.

Chair and Vice Chair will work with staff to create the Committee agendas.

**Election Process**

The WAAC bylaws do not outline a specific nomination and election process for the Committee Chair and Vice Chair. As a result, the process that the LAVTA Board of Directors uses will be followed. The elections for Chair and Vice Chair will be held separately using the following steps:

1. WAAC members will nominate other WAAC members or they may nominate themselves for the vacant position. All nominations must be seconded.

2. Nominees will be given up to two minutes to state their qualifications to the members. This is not required.

3. Each WAAC member will write the name of the candidate of their choice on a piece of paper (staff assistance is available, if needed). Members must be present to vote.

4. Staff will count the votes and announce the results. The nominee with the most votes wins the election for the position.

**Recommendation**

Nominate and elect the Chair and Vice Chair in accordance with the WAAC bylaws for fiscal year 2015.
AGENDA

ITEM 5
SUBJECT: Establish WAAC Meeting Schedule/Times FY 2015

FROM: Kadri Külm, Paratransit Planning Coordinator

DATE: July 2, 2014

Action Required
Establish the WAAC meeting dates and times for fiscal year 2015. Fiscal year 2014 is defined as the period from July 1, 2014 through June 30, 2015.

Background
As stated in the WAAC Bylaws SECTION 3.7(a) “The Committee shall meet quarterly as needed. The Committee shall establish the meeting schedule, meeting time, meeting sites for the regular meetings at the first regular meeting of the fiscal year.”

Discussion
In the past, WAAC Committees established a quarterly schedule for regular meetings. Starting in 2010, the frequency of meetings was increased to every other month. Last year, meetings were scheduled for the first Wednesday of every other month from 3:30 pm to 5:00 pm.

Recommendation
Staff’s recommendation is to continue to have WAAC meetings on the first Wednesday of every other month from 3:30 pm to 5 pm.

Meeting dates would be: July 2, 2014
September 3, 2014
November 5, 2014
January 7, 2015
March 4, 2015
May 6, 2015
July 1, 2015
### Dublin Representation

<table>
<thead>
<tr>
<th>Committee Seat</th>
<th>Term</th>
<th>Term Beginning</th>
<th>Term Conclusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shawn Costello</td>
<td>2 years</td>
<td>July 2013</td>
<td>June 2015</td>
</tr>
<tr>
<td>Connie Mack</td>
<td>2 years</td>
<td>July 2014</td>
<td>June 2016</td>
</tr>
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### Livermore Representation

<table>
<thead>
<tr>
<th>Committee Seat</th>
<th>Term</th>
<th>Term Beginning</th>
<th>Term Conclusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Russ Riley</td>
<td>2 years</td>
<td>July 2014</td>
<td>June 2016</td>
</tr>
<tr>
<td>Esther Waltz</td>
<td>2 years</td>
<td>July 2013</td>
<td>June 2015</td>
</tr>
<tr>
<td>Nancy Barr (Alternate)</td>
<td>2 years</td>
<td>July 2013</td>
<td>June 2015</td>
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### Pleasanton Representation

<table>
<thead>
<tr>
<th>Committee Seat</th>
<th>Term</th>
<th>Term Beginning</th>
<th>Term Conclusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carmen Rivera-Hendrickson</td>
<td>2 years</td>
<td>July 2013</td>
<td>June 2015</td>
</tr>
<tr>
<td>Shirley Maltby</td>
<td>2 years</td>
<td>July 2013</td>
<td>June 2015</td>
</tr>
<tr>
<td>Claire Iglesias (Alternate)</td>
<td>2 years</td>
<td>July 2014</td>
<td>June 2016</td>
</tr>
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### Alameda County Representation

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<thead>
<tr>
<th>Committee Seat</th>
<th>Term</th>
<th>Term Beginning</th>
<th>Term Conclusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Herb Hastings</td>
<td>2 years</td>
<td>July 2014</td>
<td>June 2016</td>
</tr>
<tr>
<td>Sue Tuite (Alternate)</td>
<td>2 years</td>
<td>July 2013</td>
<td>June 2015</td>
</tr>
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### Social Services Representation

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<th>Term Beginning</th>
<th>Term Conclusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Cullen</td>
<td>2 years</td>
<td>July 2014</td>
<td>June 2016</td>
</tr>
<tr>
<td>Pam Deaton</td>
<td>2 years</td>
<td>July 2014</td>
<td>June 2016</td>
</tr>
<tr>
<td>Amy Mauldin</td>
<td>2 years</td>
<td>July 2014</td>
<td>June 2016</td>
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<tr>
<td>Alternate (VACANT)</td>
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AGENDA

ITEM 9
Koll Center Parkway EB at Valley Ave
Koll Center Pkwy NB at Koll Center Drive
Koll Center Pkwy WB at Koll Center Drive
Johnson Drive WB at Burnett Lane
Johnson Drive SB at Owens Drive
Madigan Road WB at Broder Blvd
Central Parkway EB at Hacienda Drive
Hacienda Drive SB at Central Parkway
Hacienda Drive NB at Summer Glen Drive
Dougherty Road NB at Houston Street