AGENDA

1. Call to Order 3:30
   A. Approval of Agenda and Modifications if necessary Action

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) Information 3:35

3. Minutes of May 2, 2018 meeting (please review prior to meeting) Action 3:40

4. WAAC Membership Information 3:45
5. **Establish WAAC Meeting Times and Location for FY 2018/19**  
   Action 4:00

6. **Renaming of the Wheels Accessible Advisory Committee (WAAC)**  
   Action 4:15

7. **PAPCO Report**  
   Information 4:30

   Information 4:35

9. **Fixed Route Operational Issues – Suggestions for Change**  
   Information 4:45

10. **Adjournment**  
    5:00

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

Jennifer Suda  
LAVTA Administrative Services Department  
6/19/18  
Date

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*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
DATE: Wednesday, May 2, 2018

PLACE: Dublin Library- Program Room
        200 Civic Plaza, Dublin, CA 94568

TIME: 3:35 p.m.

DRAFT MINUTES

1. Call to Order
   The WAAC Chair Herb Hastings called the meeting to order at 1:02 pm.

   Members Present:
   Russ Riley    City of Livermore
   Connie Mack   City of Dublin
   Shawn Costello City of Dublin
   Helen Buckholz City of Dublin - Alternate
   Carmen Rivera-Hendrickson City of Pleasanton
   Herb Hastings County of Alameda
   Judy LaMarre  County of Alameda - Alternate
   Amy Mauldin  Social Services Member
   Melanie Henry Social Services Member
   Esther Waltz  PAPCO

   Staff Present:
   Kadri Kulm     LAVTA
   Tamara Edwards LAVTA
   Lindsay Bookhammer MTM
   Christian Pereira MV Transit

   Guests:
   Jeff Jacobsen  Dial-A-Ride rider
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

3. **Minutes of the January 3, 2018 meetings of the Committee**
   Approved.
   Waltz/Mack

   Abstentions:
   Rivera-Hendrickson
   Helen Buckholz

4. **WAAC Recruitment for FY18/19**
   Staff informed the committee of ten membership application being received for terms starting in July, 2018. A large proportion of the applications were received from Livermore residents.

5. **The election of the WAAC Chair and Vice-Chair for FY18/19**
   The committee members elected Herb Hastings for the WAAC Chair and Amy Mauldin for the Vice-Chair positions.

   Connie Mack recommended that the Robert’s Rules of Order be reviewed. Staff to follow up to see whether it can be arranged to have someone give a training on the Robert’s Rules of Order to the committee.

8. **PAPCO**
   Esther Waltz reported on the latest PAPCO meeting as well as the meetings of the PAPCO subcommittee, which reviewed the Measure B and BB recipients’ annual paratransit program plans, including LAVTA’s, for FY 2018/19.

9. **Potential Renaming of the WAAC**
   In light of the recent rollout of LAVTA’s new logo that states “Tri-Valley Wheels” WAAC members recommended this item to be brought to the committee to see whether there was any interest amongst the committee members in changing the name. The committee members expressed interest in discussing this item further at their next meeting. Some of the potential names the committee members offered for consideration were:
   - Tri-Valley Accessibility Advisory Committee (TVAAC)
   - Tri-Valley Wheels Accessible Advisory Committee (TVWAAC)
   - Keep the name and acronym – Wheels Accessible Advisory Committee (WAAC)
Drop the acronym, but keep the name Wheels Accessible Advisory Committee

The group reviewed the booklet that East Bay Paratransit has issued for their members and inquired whether such a booklet can be created by LAVTA as well. Staff replied that the idea is great, but this cannot happen in the near future because, first, a new Planning Director needs to be hired, the emergency preparedness manual updated, and funding secured for this special project.

Melanie Henry said her clients like Para-Taxi.

Connie Mack asked about the GoDublin availability for FY2018/19.

12. **Fixed Route Issues – Suggestions for Changes**
Carmen Rivera-Hendrickson reported that on the day of the meeting the driver did not secure the front of her chair appropriately and did not use the tether straps. Staff to follow up.

Esther Waltz complimented the drivers for asking how she and her husband are doing. They know that her husband has been sick.

Judy LaMarre said that she has troubles with Route 14 as it does not connect well to other routes at the Transit Center. Staff took notes.

Shawn Costello reported that on 5/1/18 the driver did not hook his chair up well and also did not use tether straps. Staff to follow up.

Judy LaMarre said that the Route 14 does not have benches to sit on bus stops.

10. **Adjournment**
The meeting adjourned at 5pm. Due to the first Wednesday in July being a holiday (Fourth of July) the next meeting will be on July 11th at 3:30pm. Staff is looking for a meeting space in Livermore, preferably at the Livermore Community/Senior Center as this location is easily accessible by fixed route.
AGENDA

ITEM 4
WHEELS Accessible Advisory Committee (WAAC)
Membership Directory for FY 2019 (July 2018 to June 2019)
As of June 11, 2018

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 2017</td>
<td>June 2019</td>
</tr>
<tr>
<td>Connie Mack</td>
<td>2 years</td>
<td>July 2018</td>
<td>June 2020</td>
</tr>
<tr>
<td>Helen Buckholz (Alternate)</td>
<td>2 years</td>
<td>July 2018</td>
<td>June 2020</td>
</tr>
</tbody>
</table>

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 2018</td>
<td>June 2020</td>
</tr>
<tr>
<td>Judith LaMarre</td>
<td>2 years</td>
<td>July 2018</td>
<td>June 2020</td>
</tr>
<tr>
<td>Bob Chulata (Alternate)</td>
<td>2 years</td>
<td>July 2018</td>
<td>June 2020</td>
</tr>
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</table>

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 2017</td>
<td>June 2019</td>
</tr>
<tr>
<td>Sue Tuite</td>
<td>1 year</td>
<td>July 2016</td>
<td>June 2020</td>
</tr>
<tr>
<td>Alternate (VACANT)</td>
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<td></td>
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Alameda County Representation

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<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 2018</td>
<td>June 2020</td>
</tr>
<tr>
<td>David Weir (Alternate)</td>
<td>2 years</td>
<td>July 2018</td>
<td>June 2020</td>
</tr>
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Social Services Representation

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<th>Term Beginning</th>
<th>Term Conclusion</th>
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</thead>
<tbody>
<tr>
<td>Melanie Henry</td>
<td>2 years</td>
<td>July 2018</td>
<td>June 2020</td>
</tr>
<tr>
<td>Ramond Figueroa</td>
<td>2 years</td>
<td>July 2018</td>
<td>June 2020</td>
</tr>
<tr>
<td>Amy Mauldin</td>
<td>2 years</td>
<td>July 2018</td>
<td>June 2020</td>
</tr>
<tr>
<td>Alternate (VACANT)</td>
<td></td>
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PAPCO Representative

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<th>Committee Seat</th>
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<th>Term Beginning</th>
<th>Term Conclusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Esther Waltz</td>
<td>N/A</td>
<td>2014</td>
<td>Same as PAPCO</td>
</tr>
<tr>
<td>Term</td>
<td></td>
<td></td>
<td>Term</td>
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AGENDA

ITEM 5
SUBJECT: Establish WAAC Meeting Times and Location for FY 2018/19
FROM: Kadri Külm, Paratransit Planner
DATE: July 11, 2018

Action Required
Establish the WAAC meeting dates/times and confirm the location for fiscal year 2019. Fiscal year 2019 is defined as the period from July 1, 2018 through June 30, 2019.

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.”

According to the committee bylaws SECTION 3.7. COMMITTEE MEETINGS (f) Accessibility “All meetings shall be conducted in the LAVTA jurisdiction and shall be in a location accessible by public transportation and accessible to persons with disabilities”.

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.

Due to the changes to the Wheels bus routes in the Fall of 2016, which were based on the Comprehensive Operational Analysis (COA), the closest bus stop to LAVTA’s administrative office, where the WAAC meetings traditionally were held, is a longer distance away (0.5 mile) than the closest bus stop prior to the COA changes.
In response to the feedback on the distance to the Route 14 bus stop the WAAC decided to hold the meetings at alternate fixed route accessible locations, rotating annually at each Tri-Valley City (Livermore, Dublin, and Pleasanton). The meetings in FY16/17 were held at the Pleasanton Senior Center and in FY 17/18 at the Dublin Civic Center/Library. It was proposed at the last WAAC meeting that the committee meetings in FY18/19 be held at the Livermore Community Center at 4444 East Avenue in Livermore.

**Discussion**
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 11, 2018 (due to the 4th of July holiday)
- September 5, 2018
- November 7, 2018
- January 9, 2019 (second week of January due to the holiday)
- March 6, 2019
- May 1, 2019

Staff is recommending that the meetings in FY18/19 be held at the Livermore Community Center at 4444 East Avenue in Livermore.

**Recommendation**
Establish the WAAC meeting dates/times and the location for fiscal year 2019.
AGENDA

ITEM 6
SUBJECT: Renaming of the WAAC

FROM: Kadri Külm, Paratransit Planner

DATE: July 11, 2018

Action Requested
Vote on a new name for the committee and forward the recommendation to LAVTA’s Board of Directors.

Background
In the past the Wheels Accessible Advisory Committee (WAAC) has discussed renaming of the committee at their meetings in 2006 and 2010, and at both times the committee members chose to retain the current name.

In light of the recent rollout of LAVTA’s new logo that states “Tri-Valley Wheels” WAAC members recommended this item to be revisited to see whether there was any interest amongst the committee members in changing the name.

The new logo:
Prior to the creation of the WAAC, LAVTA’s Accessibility Committee was known as the Paratransit Technical Advisory Committee (PTAC)

The neighboring agencies’ Committee names are:

- East Bay Paratransit’s Rider Advisory Committee, the SRAC (Service Review Advisory Committee)
- Central Contra Costa Transit Authority (CCCTA) – Accessible Services Committee
- AC Transit – Accessibility Advisory Committee
- SF Muni – Muni Accessibility Advisory Committee
- BART – BART Accessibility Task Force

Discussion
WAAC members discussed renaming the committee at their May meeting. The new possible names proposed by the committee members were:

- Tri-Valley Accessibility Advisory Committee (TVAAC)
- Tri-Valley Wheels Accessible Advisory Committee (TVWAAC)
- Keep the name and acronym – Wheels Accessible Advisory Committee (WAAC)
- Drop the acronym, but keep the name Wheels Accessible Advisory Committee

Recommendation
Vote on a new name for the committee and forward the recommendation to LAVTA’s Board of Directors.