

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

**Tri-Valley Accessible Advisory Committee**

**Meeting**

**DATE: Wednesday, June 26, 2019**

**PLACE: Robert Livermore Community Center, Sycamore Room  
4444 East Avenue, Livermore 94550**

**TIME: 3:30 p.m.**

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**AGENDA**

	<b>Action Recommended by Staff</b>	
<b>1. Call to Order</b>		<b>3:30</b>
<b>2. Roll Call</b>		
<b>3. Approval of Agenda and Modifications if necessary</b>	<b>Action</b>	
<b>4. 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)</b>	<b>Information</b>	<b>3:35</b>
<b>5. Election of Chair and Vice Chair for FY19/20</b>	<b>Action</b>	<b>3:40</b>

<b>6. Minutes of the May 1, 2019 meeting (please review prior to meeting)</b>	<b>Action</b>	<b>3:55</b>
<b>7. Welcome New Members and Updated Bylaws</b>	<b>Information</b>	<b>4:00</b>
<b>8. Location and Times for FY19/20 TAAC Meetings</b>	<b>Action</b>	<b>4:10</b>
<b>9. Reports to Board</b>	<b>Discussion</b>	<b>4:15</b>
<b>10. PAPCO Report</b>	<b>Information</b>	<b>4:20</b>
<b>11. Service Updates &amp; Concerns</b>	<b>Discussion</b>	<b>4:25</b>
<b>12. Adjournment</b>	<b>Information</b>	<b>5:00</b>

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

*Jennifer Suda*

*6/21/19*

*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 5**



STAFF REPORT

SUBJECT: Election of Wheels Accessible Advisory Committee Chair and Vice Chair for FY19/20

FROM: Kadri Klm, Paratransit Planner

DATE: June 26, 2019

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**Action Required**

Hold Election for the positions of the Tri-Valley Accessible Advisory Committee Chair and Vice Chair.

**Background**

The TAAC 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.

- (f) 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 TAAC 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. TAAC members will nominate other TAAC 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 TAAC 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 TAAC bylaws for fiscal year 2019/2020.

**AGENDA**

**ITEM 6**



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

**Tri-Valley Accessible Advisory Committee**

**DATE:** Wednesday, May 1, 2019

**PLACE:** **Robert Livermore Community Center, Larkspur South Room**  
4444 East Avenue, Livermore 94550

**TIME:** 3:30 p.m.

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**DRAFT MINUTES**

**1. Call to Order**

The TAAC Chair Herb Hastings called the meeting to order at 3:32 pm.

Members Present:

Russ Riley	City of Livermore
Bob Chulata	City of Livermore – Alternate
Shawn Costello	City of Dublin
Connie Mack	City of Dublin
Sue Tuite	City of Pleasanton
Carmen Rivera-Hendrickson	City of Pleasanton
Jeffrey Jacobsen	City of Pleasanton - Alternate
Herb Hastings	County of Alameda
David Weir	County of Alameda – Alternate
Amy Mauldin	Social Services Member
Rachel Prater	Social Services Member
Melanie Henry	Social Services Member
Ester Waltz	PAPCO Representative

Staff Present:

Jonathan Steketee	LAVTA
Kadri Kulm	LAVTA
Cliff Crabtree	MTM
Lindsey Bookhammer	MTM
Christian Pereira	MV Transit

- 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 March 6, 2019 meetings of the Committee**

Approved.

Rivera-Hendrickson/Waltz

Riley abstained.

- 4. TAAC Member Recruitment for Terms Starting FY 19/20**

The committee members reviewed the four applications received.

Approved.

Rivera-Hendrickson/Waltz

- 5. Mobility Forward: Tri-Valley Paratransit Study**

Staff informed the committee that the report will be presented to the LAVTA Projects and Services as well as Finance and Administration committees in late May and to the full board in June.

- 6. TAAC Bylaws Update**

The committee members reviewed the additional clarifying language that was added to the bylaws' Quorum section.

Approved.

Tuite/Waltz

- 7. LAVTA's Annual ADA Paratransit Plan Submission to Alameda CTC for FY19/20**

LAVTA staff presented the plan to the PAPCO subcommittee on April 22<sup>nd</sup> and the subcommittee recommended full funding.

- 8. PAPCO Report**

Esther Waltz reported on the last PAPCO meeting as well as the Program Plan Subcommittee meeting.

- 9. Service Updates & Concerns**

Staff said LAVTA was named the Transit Agency of the Year by the California Association of Community Transportation (CalACT).

Sue Tuite said there is a new stop on Route 8 (Valley and Case), but it's only on one side of the street. Staff will investigate.



Esther Waltz said that the driver wanted to charge her when she was a PCA for her husband on Dial-A-Ride.

Jeff Jacobsen asked about Dial-A-Ride driver uniforms. Staff said the drivers should have new uniforms in about three weeks.

#### **10. Chair's Report**

Herb Hastings said he had met with LAVTA staff in regards to the wording for the Quorum section in the committee by-laws. He also said he would like to have one member of TAAC to serve at the Valley Link board. There was also talk about the service to the Alameda County Fair. Several committee members mentioned that they would be interested in volunteering at the Fair.

#### **11. Adjournment**

Meeting adjourned at 4:35pm

**AGENDA**

**ITEM 7**



STAFF REPORT

SUBJECT: Fixed Route, Dial-A-Ride, & Agency Updates

FROM: Jonathan Steketee, Customer Service & Contract  
Compliance Manager

DATE: June 26, 2019

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**Action Requested**  
Informational Only

**Update**

*ParaTaxi and Debit Card Program*

We are working with ACTC to execute the funding agreements for the two grants so that they are ready to go in July. In the meantime, we are working on setting up the debit card program for ParaTaxi. More details to come on the specifics.

*Camera Install on Paratransit Vehicles*

We are installing cameras onto the paratransit vehicles. This is currently underway and will hopefully be completed by July 1.

*County Fair Route 52*

The shuttle to the Alameda County Fair has been up and running. The first day of operation appeared to have fewer riders than previous years, but the fair is also reporting fewer people attending the fair on opening day.

*Dublin & Pleasanton Members*

Congratulations to Carmen, Sue, and Shawn for being reappointed to the TAAC for another term.

**Recommendation**

None – informational only.

**Attachment:**

1. Membership Terms
2. Updated Bylaws

**BYLAWS  
OF THE  
TRI-VALLEY ACCESSIBLE ADVISORY COMMITTEE**

**ARTICLE 1**

**NAME**

The name of this committee shall be the “TRI VALLEY ACCESSIBLE ADVISORY COMMITTEE.”

**ARTICLE 2**

**DEFINITIONS**

The terms defined in this Article shall have the following meaning:

**SECTION 2.1.** “LAVTA” refers to the Livermore/Amador Valley Transit Authority, created pursuant to Government Code 6500 et. seq., which provides public transportation services within the cities of Dublin, Livermore and Pleasanton, and portions of unincorporated areas in Eastern Alameda County.

**SECTION 2.2.** “BOARD OF DIRECTORS” or Board, means the governing Board of LAVTA.

**SECTION 2.3.** “PARATRANSIT” refers to any form of transportation for persons unable to use fixed route public transit.

**SECTION 2.4.** “PERSON WITH DISABILITIES” refers to any person whose disability prevents him/her from accessing public transportation pursuant to 49 CFR 37.

**SECTION 2.5.** “ELDERLY” is defined as any person who is sixty-five (65) years of age or older.

**SECTION 2.6.** “COMPLEMENTARY PARATRANSIT SERVICE” refers to comparable paratransit service to fixed route transit service as mandated by the Americans with Disabilities Act (49 CFR 37.125).

SECTION 2.7. “LOCAL PARATRANSIT SERVICE” refers to paratransit services that are not mandated by the Americans with Disabilities Act, and that are defined by individual transit operators.

SECTION 2.8. “TRANSPORTATION DEVELOPMENT ACT-ARTICLE 4.5” refers to State funding for paratransit service generated from the ¼ cent sales tax.

SECTION 2.9. “ALAMEDA COUNTY MEASURE B” refers to local funding for paratransit service generated by the one-half percent (0.5%) transportation sales tax in Alameda County. Collections for the sales tax authorized by Measure B will be in effect for 20 years, beginning on April 1, 2002 and extending through March 31, 2022.

SECTION 2.10. “ALAMEDA COUNTY MEASURE BB” augments the half-cent Measure B sales tax by a half-cent, beginning April 1, 2015 through March 31, 2022. The full one-cent sales tax authorized by Measure BB will begin April 1, 2022 and will extend through March 31, 2045.

SECTION 2.11. “AMERICANS WITH DISABILITIES ACT” (ADA) refers to the Federal law which provides equal access to buildings, services and public transportation to persons with disabilities (Public Law 101-336). Among its provision, the ADA mandates that public transit operators provide complementary paratransit service to persons whose impairment(s) prevent(s) them from using regular fixed route transit service.

SECTION 2.12. “COMMITTEE” refers to “Tri-Valley Accessible Advisory Committee.”

SECTION 2.13. “MEMBER” is defined as a Member of the Committee, who resides and/or works in the LAVTA member jurisdictions and represents the interests, concerns and suggestions of the elderly and disabled persons. This person may or may not have disabilities, or who may or may not be sixty-five years of age or more.

SECTION 2.14. “FISCAL YEAR” means the period from July 1 to and including the following June 30.

SECTION 2.15. “FIXED ROUTE SERVICE” refers to service that operates along prescribed routes according to fixed schedules.

### ARTICLE 3

#### GENERAL PROVISIONS

##### SECTION 3.1. RESPONSIBILITIES

The Committee shall have the following responsibilities:

- (a) Provide a forum to discuss matters relating to LAVTA’s fixed route and paratransit system accessibility as they pertain to the elderly and persons with disabilities;
- (b) Advise the Board of Directors on matters relating to LAVTA's fixed route and paratransit system accessibility as they pertain to the elderly and persons with disabilities; and
- (c) To represent the interests of elderly and persons with disabilities who depend upon accessible public transit service(s).

##### SECTION 3.2. COMMITTEE

- (a) Composition. The Committee shall be composed of eleven (11) members. Each city in the LAVTA jurisdiction shall have two members, and the County of Alameda one member, who is a resident in the LAVTA service area. Three members shall be representatives of social service agencies, which are located in and/or represent people who use or could use transit services in Livermore, Pleasanton and Dublin. One member shall be LAVTA’s representative to the Paratransit Advisory and Planning Committee (PAPCO) of the Alameda County Transportation Commission (ACTC).
- (b) Alternate. Each City, the County, and social service agency, may have one (1) alternate member.
- (c) Qualifications of Members and Alternates. The members and alternates must be able to demonstrate:

- (i) That they reside in the City they represent and in the case of the County, they reside in the LAVTA service area. Social services agencies must be located in and/or serve the residents of LAVTA service area.
  - (ii) Meet regularly during business hours.
  - (iii) Analyze complex issues, reports, etc., and make objective conclusions relating to the issues and reports.
- (d) Appointment Process
- (i) LAVTA shall advertise for any vacancy or vacancies on the Committee on LAVTA's website, post notices to the existing riders, and contact relevant social service agencies regarding serving on the committee. LAVTA's Board of Directors selects and approves committee members.
  - (ii) Every interested person shall complete a LAVTA application form.
  - (iii) The process of making appointments of alternate members shall be the same as for regular members.
- (e) Vacancies on the Committee. When there is a vacancy on the Committee, the alternate member shall fill in as an interim member, and, if desired, shall become a full voting permanent member.

### SECTION 3.3 TERM OF APPOINTMENT OF COMMITTEE MEMBERS

The term of appointment of each committee member and alternate shall generally be for a period of two (2) fiscal years, unless a one (1) year term is necessary to ensure continuity of membership and avoid all appointments expiring at the same time. The term of appointment of the LAVTA's PAPCO representative shall match the PAPCO's membership term. Each member shall serve for a maximum of four (4) consecutive terms (i.e. eight (8) consecutive fiscal years). A member may continue to serve for



additional consecutive terms beyond the maximum of four (4) consecutive terms (i.e. eight (8) consecutive fiscal years) if no other qualified applicants apply for the open position and the member is willing to serve. The member will be appointed as an Alternate unless there is an opening for a full voting member in their jurisdiction on the committee. The term shall be for one year. When a vacancy occurs, the vacancy will be filled using the procedure described above.

#### SECTION 3.4. REMOVAL AND RESIGNATION OF MEMBERS

- (a) Appointed members and alternates may be removed automatically from the Committee by the Board of Directors if:
  - (i) The member or alternate is absent for three (3) consecutive regular and/or special meetings;
  - (ii) A member may resign from the Committee by a letter of resignation to the Board of Directors.

#### SECTION 3.5. COMMITTEE OFFICERS AND THEIR DUTIES

- (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.
- (f) In the absence of the Chair and Vice Chair, the Committee shall appoint a Chair Pro-Tem to fill the duties of the Chair.

### SECTION 3.6. COMMITTEE SECRETARY

A LAVTA staff person shall serve as Secretary and shall have no vote on matters before the Committee. The Secretary shall keep minutes of all regular and special meetings, and submit them to the Committee for approval, maintain a record of attendance, record all roll call votes, and assist with clerical and administrative tasks pertaining to the Committee.

### SECTION 3.7. COMMITTEE MEETINGS

- (a) Regular Meeting Site, Schedule and Time. 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.
- (b) Regular Meetings. All regular meetings shall have a published agenda. Only items on the agenda shall be addressed at the meeting. Items for a regular meeting agenda may be submitted by any member of the Committee at least two (2) weeks prior to the meeting. The Committee Secretary may submit items for the agenda. Any supportive material for an agenda item shall be submitted at the same time. The Chair and the Committee Secretary shall agree on the final agenda.
- (c) Agendas. The agenda shall contain at least the following: call to order; approval of minutes; old business; new business; public comment and adjournment. Copies of the agenda, with supporting material and past meeting minutes, shall be mailed or delivered to the Committee members.
- (d) Notice. Notice of regular and special meetings shall comply with the Ralph M. Brown Act, Government Code Section 54950, et seq.

- Notices shall be mailed or delivered to the appropriate locations in the LAVTA jurisdiction. Notices may be mailed to the public upon request. All requests for additional information for regular and special meetings shall comply with LAVTA's Access to Public Records Information Policy. All notices of regular and special meetings shall be posted 72 hours prior to the meeting.
- (e) Special Meetings. Special Meetings may be called by the Committee Chair. Special meetings may include regular business in nature and/or time-urgent items. Special meetings shall comply with the same requirements of regular 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.
  - (g) Quorum. A quorum must be present to take action on agenda items. A quorum consists of a combination of six (6) TAAC representatives and/or alternates. In the absence of a regular representative, the alternate for that representative will be a voting member for the meeting. On the occasion where two (2) representatives from a member city are absent, the alternate for that city will have two (2) votes and will count as two representatives towards quorum. If two (2) or more representatives from member Social Service Agencies are absent, the alternate for Social Services will count as two (2) representatives towards quorum and will be allowed to exercise two (2) votes. On the occasion where one (1) representative from a member city is absent and the alternate is absent, the present city representative will have two (2) votes for the meeting and count as two (2) representatives towards quorum. On the occasion where one (1) Social Services representative is present and two (2) members and alternate representative are absent then the present Social Services representative will have two (2) votes and will count as two (2) representatives towards quorum. In the occasion where two (2) Social Services representatives are absent and one (1) social service representative and one (1) social services alternate is present, each will get one (1) vote and count as one (1) each towards quorum. If the PAPCO representative is absent, there is not an alternate for that representative.

- (h) Affirmative Vote. An affirmative vote by the majority of the filled positions of the Committee is required for an action to be approved, and a quorum must be present in the room in order for a vote to be taken. If a quorum is not present, the Chair would adjourn the meeting.
- (i) Compensation. Committee members shall not receive compensation for attending regular and special meetings. Please refer to section 4.2.
- (j) Parliamentary Procedure. Meetings shall be conducted in accordance with Robert's Rules of Order, Revised, The Classic Edition, General Henry M. Robert, III.
- (k) Minutes of TAAC Meetings. Minutes of the TAAC meetings shall be included in the Board of Directors Agenda Package.
- (l) A member unable to attend a Committee meeting shall notify the member's alternate to attend the meeting.

#### ARTICLE 4

#### MISCELLANEOUS

##### SECTION 4.1. PUBLIC STATEMENTS.

The Chair of the Committee shall be the spokesperson. In the absence of the Chair, the Vice Chair shall act as the spokesperson. In the absence of the Committee's Chair and Vice Chair, a spokesperson shall be appointed by the Committee Chair. Furthermore, no member of the Committee shall speak as a spokesperson for LAVTA without authorization by majority vote of the Board of Directors of LAVTA.

SECTION 4.2. EXPENSES. The Committee is strictly on a volunteer basis; therefore, members shall not be reimbursed for any expenses relative to the Committee's activities and functions. However, LAVTA will provide paratransit service to/from regular and special meetings for Committee members upon request. LAVTA will also provide transit passes at no charge for rides on fixed route services. Members of the public must provide their own transportation.

SECTION 4.3. AMENDMENTS. Proposed amendments to these Bylaws shall be submitted to the LAVTA Board of Directors by the Executive Director with an explanation of the proposed changes. Amendments shall be incorporated into these Bylaws upon a majority vote of the LAVTA Board of Directors

WHEELS Accessible Advisory Committee (WAAC)  
 Membership Directory for FY 2020 (July 2019 to June 2020)  
*As of June 26, 2019*

Dublin Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Shawn Costello	2 years	July 2019	June 2021
Connie Mack	2 years	July 2018	June 2020
Helen Buckholz (Alternate)	2 years	July 2018	June 2020

Livermore Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Russ Riley	2 years	July 2018	June 2020
Judith LaMarre	2 years	July 2018	June 2020
Bob Chulata (Alternate)	2 years	July 2018	June 2020

Pleasanton Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Carmen Rivera-Hendrickson	2 years	July 2019	June 2021
Sue Tuite	1 year	July 2019	June 2021
Jeffrey Jacobsen (Alternate)	2 years	December 2018	June 2020

Alameda County Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Herb Hastings	2 years	July 2018	June 2020
David Weir (Alternate)	2 years	July 2018	June 2020

Social Services Representation

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Melanie Henry	2 years	July 2018	June 2020
Rachel Prater	2 years	July 2018	June 2020
Amy Mauldin	2 years	July 2018	June 2020
Michael Galvan (Alternate)	2 years	July 2019	June 2021

PAPCO Representative

<i>Committee Seat</i>	<i>Term</i>	<i>Term Beginning</i>	<i>Term Conclusion</i>
Esther Waltz	N/A	2014	Same as PAPCO Term

**AGENDA**

**ITEM 8**



**S T A F F   R E P O R T**

SUBJECT: Establish TAAC Meeting Times and Location for FY 2019/20

FROM: Kadri Klm, Paratransit Planner

DATE: June 26, 2019

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**Action Required**

Establish the TAAC meeting dates/times and confirm the location for FY19/20.

**Background**

As stated in the TAAC 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, TAAC 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 TAAC 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 TAAC 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, FY 17/18 in Dublin Civic Center/Library, and FY 18/19 in Livermore Community Center.

**Discussion**

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

Meeting dates would be:

- September 4, 2019
- November 6, 2019
- January 8, 2019 (second week of January due to the holiday)
- March 4, 2020
- May 6, 2020

Staff is recommending that the meetings in FY19/20 be held at the Pleasanton Senior Center at 5353 Sunol Blvd in Pleasanton.

**Recommendation**

Establish the TAAC meeting dates/times and the location for fiscal year 2020.