

STAFF REPORT

SUBJECT: Establish TAAC Meeting Times and Location for FY 2020/21

FROM: Kadri Klm, Paratransit Planner

DATE: July 1, 2020

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**Action Required**

Establish the TAAC meeting dates and times for FY20/21.

**Background**

The TAAC Bylaws SECTION 3.7(a) states: “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, the TAAC Committee established a quarterly schedule for regular meetings. Starting in 2010, the frequency of meetings was increased to every other month. Last FY, 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, FY 18/19 in Livermore Community Center, and FY 20/21 again at the Pleasanton Senior 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:

- July 1, 2020,
- September 2, 2020,
- November 4, 2020,
- January 6, 2021,
- March 3, 2021, and
- May 5, 2021.

Because of the Covid-19 and social distancing requirements the meetings will be conducted via Zoom for the time being.

**Recommendation**

Establish the TAAC meeting dates and times for fiscal year 2021.