



Agenda

Citizens Advisory Committee (CAC) Meeting

San Mateo County Transit District

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to [Assembly Bill 361](#) (Government Code Section 54953).

Committee members, staff and the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/92043867620?pwd=ZHplQnJQd0VwYWVWcydGJCdTNRVGd6UT09> or by entering Webinar ID: **920 4386 7620**, Passcode: **474781** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only. The video live stream will be available after the meeting at at:

<https://www.samtrans.com/about-samtrans/video-board-directors-cac>.

Public Comments: Members of the public are encouraged to participate remotely. Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Committee Chair as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at:

<https://www.samtrans.com/meetings>.

Oral public comments will also be accepted during the meeting through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial *6 to unmute themselves when recognized to speak for two minutes or less. The Board and Committee Chairs have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Wednesday, June 29, 2022

6:30 pm

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Public Comment for Items Not on the Agenda

Comments by each individual speaker shall be limited to three (3) minutes. Items raised that require a response will be deferred for staff reply.

SamTrans Citizens Advisory Committee Members 2022: Mary Adler, Steve Appenrodt, John Baker, Christopher Carey, Bob Gomez, Scott Johnston, Allie Juarez, Nancy Lacsamana, Michelle Lewis, Alex Madrid, Meredith Park (Vice Chair), Denise Seibert

Staff Liaison: Ana Rivas, Director of Bus Transportation

CAC Secretary: Jean Brook

SamTrans CAC Meeting
June 29, 2022

4. Approval of Regular Meeting Minutes from May 25, 2022 and Special Meeting Minutes from June 14, 2022
5. Presentation: *Reimagine SamTrans* Update – Planning Staff
6. Report of the Chair
7. SamTrans Staff Update
8. CAC Member Comments/Requests
9. SamTrans Board Liaison Report – Alex Madrid, Vice Chair
10. Date and Time of Next Meeting: Wednesday, July 27, 2022 at 6:30 pm, via Zoom teleconference (additional location, if any, to be determined)
11. Adjourn

Information for the Public

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at <https://www.samtrans.com/meetings>. Communications to the Board of Directors can be emailed to board@samtrans.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

Date and Time of Board and Citizens Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm;
SamTrans Citizens Advisory Committee (CAC): Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the website.

Location of Meeting

Due to COVID-19, the meeting will only be via teleconference as per the information provided at the top of the agenda. The public may not attend this meeting in person.

Public Comment

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Accessible Public Meetings/Translation

Upon request, SamTrans will provide for 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 and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.

**San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California**

**Citizens Advisory Committee (CAC)
Meeting Minutes**

May 25, 2022

Members Present (Via Teleconference): M. Adler, S. Appenrodt, J. Baker, C. Carey, B. Gomez, A. Juarez, S. Johnston, N. Lacsamana, M. Lewis, A. Madrid (Vice Chair), M. Park (Chair), D. Seibert

Members Absent: None

Staff Present: A. Rivas, T. Dubost, M. Tolleson, J. Steketee, J. Brook

1. Call to Order/Pledge of Allegiance

Vice Chair Meredith Park called the meeting to order at 6:30 pm and led the Pledge of Allegiance. She acknowledged the May 24 elementary school shooting tragedy in Uvalde, Texas.

2. Announcement of New CAC Member

a. Christopher Carey – for a term expiring April 2025

Vice Chair Park announced new member Christopher Carey. Mr. Carey noted that he was a resident of South San Francisco and was studying urban studies and planning at San Francisco State University.

3. Roll Call

CAC Secretary Jean Brook called the roll. A quorum was present.

4. Public Comment for Items Not on the Agenda

There were no comments.

5. Approval of Meeting Minutes from April 27, 2022

Motion/Second: Lacsamana/Lewis

Ayes: Adler, Appenrodt, Baker, Carey, Gomez, Juarez, Johnston, Lacsamana, Lewis, Madrid, Park, Seibert

Noes: None

Absent: None

6. Presentation: El Camino Real Bus Speed and Reliability Study

Millie Tolleson, Manager, Strategic Planning, provided the presentation.

John Baker said he supported removal of the bus stop near his home if it meant a faster trip.

He asked if traffic demand management (TDM) made the trip faster. Ms. Tolleson said it extended the green light five to eight seconds.

Alex Madrid asked if the ECR Rapid would return and asked how it was decided which stops to improve or eliminate, specifically about the ECR Rapid. Ms. Tolleson said they were not planning to bring back the ECR Rapid, but would improve service on the regular ECR route to meet the goals of the former ECR Rapid. She said regarding the stops, they looked at multiple factors at each intersection and were actively working with cities on improvements.

Scott Johnston said he supported the proposed changes on stop removal. Ms. Tolleson said they are still taking public input into consideration.

Nancy Lacsamana asked if they had taken different times of the week into consideration when developing the interactive route map. She also asked how they would handle the transit needs of schools that may not have provided any input as to their needs. Lastly, she asked if the recommendations would be rolled out region by region. Ms. Tolleson confirmed that they had looked at weekday versus weekend use and added that they would double-check their school checklist. She said the plan would likely be implemented as a rolling wave since they are working in cooperation with multiple cities and may experience different timelines working with them on stop changes.

Vice Chair Park said that the traffic is dangerous for cyclists at the bulb-out at the intersection of Hopkins Avenue and El Camino Real in Redwood City. She said she was hopeful that the City would work with SamTrans on evaluation the area and providing a solution. She proposed having commute hours as in the South Bay on Lawrence Expressway or having a bus-only lane.

7. Report of the Chair

On behalf of the Nominating Committee, Mr. Baker proposed Meredith Park as Chair and Alex Madrid as Vice Chair for the remainder of 2022.

Motion/Second: Baker/Johnston

Ayes: Adler, Appenrodt, Baker, Carey, Gomez, Juarez, Johnston, Lacsamana, Lewis, Madrid, Park, Seibert

Noes: None

Absent: None

8. SamTrans Staff Update

Ana Rivas, Director of Bus Transportation, reviewed the highlights of the staff report.

Vice Chair Madrid asked what operators do when the bus is full and there are passengers waiting for it. Ms. Rivas said if the bus is full, the operator will call radio control to locate a standby bus to arrive within five to seven minutes. She said they are currently short-staffed and sometimes riders will need to wait for the next scheduled bus. Vice Chair Madrid asked if the

operator can call the road supervisor. Ms. Rivas said the operator can call to request a supervisor to assist or transit police if needed.

9. CAC Member Comments/Requests

Chair Park noted that she would be out of town for the June and July meetings. Vice Chair Madrid volunteered to give the CAC report at the July 6 SamTrans Board meeting.

10. SamTrans Board Liaison Report

Vice Chair Park provided a summary of the May 4 Board meeting.

11. Next Meeting

Vice Chair Park said that the next meeting will be held Wednesday, June 29, 2022 at 6:30 pm via Zoom teleconference (additional location, if any, to be determined).

12. Adjournment

The meeting adjourned at 7:24 pm.

DRAFT

**San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California**

**Citizens Advisory Committee (CAC)
Special Meeting Minutes**

June 14, 2022

Members Present (Via Teleconference): M. Adler, J. Baker, B. Gomez, N. Lacsamana, M. Lewis, A. Madrid (Vice Chair), M. Park (Chair)

Members Absent: S. Appenrodt, C. Carey, A. Juarez, S. Johnston, D. Seibert

Staff Present: A. Rivas, J. Cassman, J. Brook

1. Call to Order

Vice Chair Meredith Park called the meeting to order at 5:01 pm.

2. Discussion with Representative from Executive Search Firm Krauthamer & Associates as Part of Initial Public Outreach for Upcoming Recruitment of SamTrans General Manager/CEO

Gregg Moser, Principal, Krauthamer & Associates, said that the Board had informed him that the CAC was an important stakeholder in the recruitment process for a new general manager (GM)/CEO. He asked the members what sorts of skills and attributes they would look for in the candidate, what they would like to see at SamTrans under their leadership, and how challenges or positives at SamTrans should be addressed in the future.

John Baker said he would like the new GM/CEO to acknowledge the CAC's role as representatives of those who ride the bus every day. He also said he would like to see the new leader ride transit a few times a month to experience issues such as the economic disparity within the County and the challenges with connectivity between routes.

Nancy Lacsamana said she believed that the GM/CEO should be out talking to both riders and drivers, and visiting the maintenance bases. She emphasized the importance of the GM/CEO having a positive relationship with operators because retention has become so critical. She said transparency is key regarding proposals about service changes if the CAC is going to fairly represent SamTrans.

Mary Adler said the District should have several dedicated bus lanes on El Camino Real since it is the main thoroughfare on the Peninsula.

Alex Madrid said he thought that the new manager should have experience with taking the bus and also using the paratransit service.

Bob Gomez said there should be more cooperation between SamTrans and local communities. He said that he would like to see management acknowledge and follow up on suggestions from the community and provide consistent feedback.

Michelle Lewis said that leadership should be based on empathy and focus on how the riders and drivers feel.

Meredith Park noted her recent graduation from a transportation management master's program where she had studied the leadership attributes of Bob Kiley, who headed three major transportation agencies over a span of four decades and believed in managing by knowing the people, riders, and employees.

Mr. Moser said that there appears to be a common goal and vision about what all the stakeholders are trying to accomplish with the recruitment. He said it appeared that the common theme that had arisen in feedback from management and the Board included the terms "transparency," "humanity," and "empathy." He acknowledged that those words would be part of his future conversations with potential candidates when he talks about what SamTrans' riders and employees are seeking. He also acknowledged that members' concerns about attracting and retaining drivers who feel valued.

3. Adjourn

The meeting adjourned at 5:20 pm.