

Transit Advisory Committee
Wednesday, January 17, 2018
Visalia Transit Center
425 E. Oak Avenue
Visalia, CA 93291

Action Minutes:

January 17, 2018

Meeting called to order: 5:35 PM

MEMBERS ATTENDING: Chairperson: Glen Stewart (GS), Vice Chairperson: Ed Jones (EJ), Michael Esquibel (ME), Karen Varner (KV), Albert Aguilera (AA), Derek Davis (DD), and Claudine Sahagun (CS)

MEMBERS NOT PRESENT: none.

CITY STAFF PRESENT: Melody Murch (MM)

GUESTS: Tracy Harrell (TH), Jim Runyon (JR) and Barbara Barns (BB)

CALL TO ORDER: Glen Stewart (GS) called the meeting to order at 5:35 PM and asked Melody Murch (MM) to introduce TAC applicant, Jim Runyon (JR). Glen then asked all attendees to introduce themselves in seating order.

PUBLIC COMMENT: None.

APPROVAL OF DECEMBER 20, 2017 MINUTES: Claudine Sahagun (CS) motioned to approve the minutes as written. The motion was seconded by Albert Aguilera (AA). Motion approved 6-0. (Derek Davis, DD, arriving after this vote).

VISALIA TRANSIT MONTHLY REPORT: Report was provided by Melody Murch (MM). The Monthly Report was accepted by all members; no action was taken.

MV MONTHLY REPORT: Report was provided by Melody Murch (MM) and accepted by all members; no action was taken.

MONTHLY MARKETING REPORT: Report was provided by Melody Murch (MM) and accepted by all members; no action was taken.

REVIEW ADA RESERVATION REQUIREMENTS FOR DIAL-A-RIDE: Melody Murch (MM) discussed the decision to impose an expiration date on DAR reservations twice per year on January 31st and July 31st. Transit staff to bring the DRAFT of an informational letter to the next TAC meeting for committee review. No action was taken.

REQUEST FOR TAC MEMBER TO PARTICIPATE IN REVIEW OF OPERATIONS RFP 17-18-23: Melody Murch discussed the time requirements for participation in the review of this RFP and the planned interview of proposers. TAC members expressed an interest in participating in future RFP processes but none are currently available to review this particularly time consuming RFP. RFP 17-18-23 will be reviewed by Visalia Transit staff.

INTERVIEW JAMES RUNYON – APPLICANT FOR TAC: Ed Jones (EJ) presented standard TAC applicant questions to James Runyon, allowing Mr. Runyon to share his knowledge, experience and education.

Mr. Runyon expressed an interest in Visalia Transit working with Visalia Unified to provide additional transportation options for Visalia students. Ed Jones (EJ) motioned to recommend the appointment of James Runyon to the Council. The motion was seconded by Karen Varner (KV). Motion approved 7-0.

ITEMS OF INTEREST:

- None

REQUEST FOR FUTURE AGENDA ITEMS:

- Bring back ADA Dial-A-Ride DRAFT informational letter for review
- Unmet Needs Hearing announcement

Meeting was adjourned at 6:25 p.m.

Minutes prepared by Melody Murch.

Committee Attendance (last 12 months)

Member Name	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018
Albert Aguilera								A	P	P	P	P
Claudine Sahaguan	P	P		P	P	P	P	P	P	A	P	P
Derek Davis	P	P		P	P	P	P	P	P	A	A	P
Ed Jones	P	P		P	P	P	P	P	P	P	P	P
Glen Stewart	P	P		P	P	A	P	P	P	P	P	P
Karen Varner	A	P		P	P	P	P	P	P	P	P	P
Michael Esquibel	P	P		P	P	P	P	P	P	P	P	P

“In order for a commission/committee to meet, conduct business and take action, a quorum must be present. A quorum is generally defined as a majority (one more than half) of appointed members to the particular advisory body.” As such, the Transit Advisory Committee, which has nine appointed positions, must have a minimum of five members present to reach a quorum.

Effective April 1, 2012, excessive absenteeism, which is defined to mean missing three consecutive regular meetings or four regular meetings in a 12 month period, shall constitute resignation of the member and the member shall be considered removed from the advisory board.