

Transit Advisory Committee
Wednesday, August 16, 2017
Visalia Transit Center
425 E Oak Avenue, Suite 201
Visalia, CA 93291

Action Minutes:

August 16, 2017

Meeting called to order: 5:30 PM

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

MEMBERS NOT PRESENT: Chairperson: Glen Stewart (GS)

CITY STAFF PRESENT: Mario Cifuentez (MC), Melody Murch (MM), and Shannon Pisani (SP)

GUESTS: Albert Aguilera, Tracy Harrell, and Barbara Barnes

PUBLIC COMMENT: Tracy Harrell shared concerns regarding the wheelchair lifts on Dial-a-Ride vehicles and questioned how often they are calibrated. Ms. Harrell stated that the drivers often appear to struggle with wheelchair lifts and some of them are “jumpy” and uncomfortable for the wheelchair passenger. Recently, she experienced “tilting” onboard the lift of bus 1105, despite being informed it had been fixed by maintenance staff the previous day.

APPROVAL OF JULY 19, 2017 MINUTES: Claudine Sahagun (CS) motioned to approve the minutes as written, seconded by Karen Varner (KV). Motion approved 5-0.

VISALIA TRANSIT MONTHLY REPORT: Report was provided by Mario Cifuentez (MC) and accepted by all members; no action was taken.

MV MONTHLY REPORT: Report was provided by Mario Cifuentez (MC) on behalf of MV and accepted by all members; no action was taken.

Derek Davis requested to formally recognize MV road supervisors Dusty and Alan for their exceptional customer service throughout the month.

MONTHLY MARKETING REPORT: Report was provided by Shannon Pisani (SP) and accepted by all members; no action was taken.

COMMITTEE PROCEDURE & MEMBERSHIP: Mario Cifuentez (MC) informed committee that Albert Aguilera’s committee application will be taken to City Council for approval on September 5th.

Staff provided draft interview questions for future Transit Advisory Committee applicants and encouraged committee members to propose and adopt a formal application review and interview process. Ed Jones (EJ) requested this item to be added to the September agenda for further discussion.

SEQUOIA SHUTTLE SEASON UPDATE: The Sequoia Shuttle ridership report for the month of July was provided to all committee members. Committee members requested a summary of ridership for the whole season and would like to see how it compares to previous years.

ITEMS OF INTEREST: Committee members were provided with a copy of the City's Economic Development Update for the month of August.

REQUEST FOR FUTURE AGENDA ITEMS:

- New Applicant Review Process / Interview Questions
- Sequoia Shuttle Season-by-Season Comparison

Meeting was adjourned at 6:05 p.m.

Minutes prepared by Shannon Pisani.

Next meeting:

Wednesday, September 20, 2017

**Visalia Transit Center
425 E Oak Ave, Suite 201, Visalia, CA
5:30 pm**

Committee Attendance

	Sept 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	July 2017
Ed Jones	P	A	P	P	P	P	P		P	P	P	P
Michael Esquibel	P	P	A	P	P	P	P		P	P	P	P
Glen Stewart	P	P	A	P	P	P	P		P	P	P	A
Karen Varner	P	P	P	P	P	A	P		P	P	P	P
Derek Davis	P	P	P	P	P	P	P		P	P	P	P
Claudine Sahaguan		P	P	A	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.