

Transit Advisory Committee
Wednesday, December 20, 2017
Visalia Transit Center
425 E. Oak Avenue
Visalia, CA 93291

Action Minutes:

December 20, 2017

Meeting called to order: 5:30 PM

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

MEMBERS NOT PRESENT: Derek Davis (DD)

CITY STAFF PRESENT: Melody Murch (MM), and Genesis Steinline (GS)

GUESTS: Tracy Harrell (TH) and Elizabeth Watlington (MV)

CALL TO ORDER: Glen Stewart (GS) called the meeting to order at 5:30 PM and asked Melody Murch (MM) to introduce Visalia Transit's new Office Assistant, Genesis Steinline (GS). Glen then asked all attendees to introduce themselves in seating order.

PUBLIC COMMENT: Tracy Harrell (TH) spoke about cars parking too close to the bus stop by her residence. This issue was referred to the Streets department which will be painting the curb red to prevent this from happening in the future.

APPROVAL OF NOVEMBER 15, 2017 MINUTES: Albert Aguilera (AA) motioned to approve the minutes as written. The motion was seconded by Karen Varner (KV). Motion approved 6-0.

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 Elizabeth Watlington of MV 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 discussed the ADA requirements for one-time and standing Dial-A-Ride reservations. Visalia Transit will be scheduling standing reservations to expire to enable these to be recertified on a regular basis which is a significant change in the current process. Michael Esquibel (ME) shared his experience with reservations for DAR getting dropped in error and commented that it would be better if the reminder calls went out earlier to allow time to make changes or corrections for the next day. Transit staff will bring a draft of the letter to be sent back to the TAC for discussion. No action was taken.

MV NOVEMBER SAFETY MEETING UPDATE FROM TAC MEMBERS: Karen Varner (KV) and Glen Stewart (GS) spoke about the MV safety meeting they attended on November 16th. Both expressed appreciation for Christine Chavez's help in facilitating the discussion. Items discussed were the use of ramps and the clearing of bus aisles to assist the physically challenged and sight impaired when boarding.

ITEMS OF INTEREST:

- Melody Murch (MM) announced the new Transit guides are going to press soon.
- Elizabeth Watlington confirmed the Transit drivers who had been planning to strike had settled tentatively.

REQUEST FOR FUTURE AGENDA ITEMS:

- Bring back ADA Dial-A-Ride draft letter for discussion.
- Offer for TAC member to participate in the Proposal evaluation process for the Operations and Maintenance contract (RFP 17-18-23).

Meeting was adjourned at 6:35 p.m.

Minutes prepared by Melody Murch.

Next meeting:

Wednesday, January 17, 2018
Visalia Transit Center
425 E Oak Ave, Suite 201, Visalia, CA
5:30 pm

Committee Attendance (last 12 months)

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