



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

Board of Directors Meeting Agenda

Wednesday September 22, 2021

4:00pm

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: www.trideltatransit.com

On March 12, 2020, in response to the increasing threat posed by the Coronavirus, California Governor Newsom issued Executive Order N-25-20 which suspends meeting requirements of the Brown Act and Bagley-Keene Act.

The order authorizes state and local bodies to hold public meetings by teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local or state agencies.

On June 11, 2021, the Governor issued Executive Order N-08-21 to begin the winding down of 58 executive orders. The provision for waiving all requirements in both the Bagley-Keene Act and the Brown Act expressly or impliedly requiring the physical presence of members, the clerk or other personnel of the body, or of the public as a condition of participation in or quorum for a public meeting remains in place until September 30, 2021, upon which it will expire subject to individual conditions.”

Members of the Board of Directors or members of the public can attend the meeting from a laptop or a phone:

Click to join Zoom Meeting:

<https://zoom.us/j/99420999810?pwd=d0NlVDdSYjhUQWJyclJlOHdWMG1RUT09>

OR

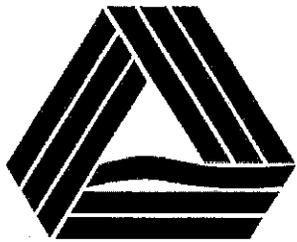
Go to: <https://zoom.us/join>, then enter meeting ID: 994 2099 9810. Then click join. Then enter passcode: 571719

OR

Dial: 1 669 900 6833 US

Meeting ID: 994 2099 9810

- Public comments can be submitted via e-mail to CEO@trideltatransit.org Comments received one hour prior to the meeting will be distributed to the members of the Board of Directors and summarized in the minutes.



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Please see the last page of this agenda for:

- Public comment guidelines
- Agenda, staff report, and document availability
- Americans with Disabilities Act information
- Limited English Proficiency (LEP) information
- Anticipated action by the Board of Directors

1. **Call to Order:** Chair Ken Gray
 - a. Roll Call

2. **Pledge of Allegiance**

3. **Public Comment**

While public comments are encouraged and taken very seriously, State law prevents the Board of Directors from discussing items that are not on the meeting agenda. If appropriate, staff will follow up on public comments. Please see Public Comment Guidelines on Page 3 of this agenda.

4. **Chair's Report:** Chair Ken Gray

5. **Consent Calendar (ACTION ITEM):** Minutes, Financial Report, and Marketing Activities Report (*see attachment: tab #1*)
 - a. Minutes of the Board of Directors meeting of July 28, 2021
 - b. Financial Report
 - c. Marketing and Customer Service Activities Report

Requested Action: Approve items 5a, 5b, and 5c

6. **CEO's Report:** Jeanne Krieg
 - a. **Operations Report** (*see attachment: tab #2*)

Board of Directors:

City of Antioch

Lamar Thorpe
Monica Wilson

City of Brentwood

Joel Bryant
Barbara Guise

City of Oakley

Sue Higgins
Anissa Williams **

City of Pittsburg

Merl Craft
Shanelle Scales-Preston

Contra Costa County

Diane Burgis
Federal Glover

Member-at-Large

Ken Gray *

* Chair: FY 2021-22

** Vice-chair: FY 2021-22

**Board of Directors Meeting Agenda
Wednesday September 22, 2021**

7. ACTION and DISCUSSION ITEMS

a. ACTION ITEM: FY20-FY29 Short Range Transit Plan Update

(see attachment: tab #3)

Requested Action: Adopt Resolution #210922A approving the update to ECCTA's SRTP for FY20-FY29.

b. ACTION ITEM: Vaccination Requirement for ECCTA Employees and Contract Employees

(see attachment: tab #4)

Requested Action: Approve a plan regarding vaccination requirements for employees and contract employees.

c. ACTION ITEM: ECCTA Safety Plan

(see attachment: tab #5)

Requested Action: Adopt Resolution #210922B accepting ECCTA's updated Safety Plan.

8. Board of Directors Comments

Under this item, Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to staff, or requesting a report be made at another meeting.

9. Adjourn

Next Meeting: October 27, 2021 at 4:00pm, 801 Wilbur Avenue, Antioch, CA 94509.

Public Comment Guidelines:

- Persons requesting to address the ECCTA Board of Directors are requested to complete a Comment Request form and submit it to the clerk. If possible, please submit the form prior to the start of the meeting. At the appropriate time, the ECCTA chair will call on individuals to comment.
- During the public comment agenda item, the public is permitted to address the ECCTA Board of Directors on items that are on the consent calendar or items not on the agenda. Individuals may also make a request for future agenda items. No action or discussion may take place on any item not appearing on the posted agenda.
- If a person wishes to speak on a specific agenda item, the ECCTA chair will call on the individual when the agenda item is being discussed by the Board of Directors.
- Persons addressing the ECCTA Board of Directors are requested to limit their remarks to three (3) minutes unless an extension of time is granted by the chair, subject to approval of the ECCTA Board of Directors.

Agenda, staff report, and document availability:

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection the Friday before each regularly scheduled Board of Director's meeting at ECCTA's front desk located at 801 Wilbur Avenue, Antioch, California. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at ECCTA's front desk at the above referenced address during regular business hours.

Americans with Disabilities Act Information:

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available in the ECCTA parking lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II} Please help us accommodate individuals with EI-MSD and refrain from wearing scented products to this meeting. Please turn off any electronic paging device or cell phone.

Limited English Proficiency (LEP):

Any person with Limited English Proficiency (LEP) who requires language assistance to communicate with the Tri Delta Transit Board of Directors during the meeting should contact the CEO's Office at (925) 754-6622 or fax (925) 757-2530. Notification no fewer than 48 hours prior to the meeting will enable Tri Delta Transit to make reasonable arrangements to assure language assistance for this meeting.

Anticipated action by the Board of Directors:

The Board of Directors may take action on any item on the agenda, which action may consist of the recommended action, no action or a related action.

TAB 1

Agenda Item #5

Consent Calendar (ACTION ITEM): Minutes, Financial Report and
Marketing Activities Report

Board of Directors Meeting

Wednesday September 22, 2021

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

EASTERN CONTRA COSTA TRANSIT AUTHORITY
Antioch - Brentwood - Pittsburg - Oakley and Contra Costa County

MINUTES

July 28, 2021

The Eastern Contra Costa Transit Authority (ECCTA) meeting was called to order remotely via Zoom by Chair Ken Gray at 4:03 P.M.

Chair Gray announced that due to public health recommendations related to COVID-19, also known as coronavirus, and consistent with Contra Costa County's Shelter in Place Order as well as the Governor's Executive Order N-29-20, which suspends certain provisions of the Bagley-Keene Open Meeting Act and the Brown Act, the Tri Delta Transit Board meeting offered a Zoom and teleconferenced option for Boardmembers, staff members, and members of the public.

Chair Gray reported that the meeting was being recorded; General Counsel Eli Flushman and scribe Tania Babcock were attending remotely; those present and those on the telephone whether Boardmembers, staff, or members of the public were identified; and all votes were to be Roll Call votes.

ROLL CALL / CALL TO ORDER

BOARDMEMBERS

PRESENT: Joel Bryant (Brentwood); Diane Burgis (Contra Costa County); Merl Craft (Pittsburg); Federal Glover* (Contra Costa County); Barbara Guise (Brentwood); Sue Higgins (Oakley); Nancy Parent, Board Alternate representing Federal Glover through agenda item 7b; Shanelle Scales-Preston (Pittsburg); Lamar Thorpe (Antioch); Monica Wilson (Antioch); Anissa Williams (Oakley/Vice Chair); and Ken Gray (Director-at Large/Chair)
*Arrived after Roll Call

ABSENT: None

STAFF PRESENT: Jeanne Krieg, Chief Executive Officer (CEO)
Steve Ponte, Chief Operating Officer (COO)
Agustin Diaz, Chief Financial Officer (CFO)
Eli Flushman, General Counsel
Kevin Moody, Director of Maintenance
Joe Chappelle, Manager of Administrative Services
DeAnna Perry, Manager of Accessible Services
Leeann Loroño, Manager of Customer Service and Marketing
Tania Babcock, Executive Assistant
Uriel Diaz, Special Projects Analyst

OTHERS

PRESENT: Yvette McNeese, First Transit General Manager
Myeisha Williams, First Transit Assistant General Manager
Angie Johnson, First Transit Safety Manager

PLEDGE OF ALLEGIANCE

Chair Gray led the Pledge of Allegiance.

PUBLIC COMMENT

No written comments were submitted, or oral comments made, by any member of the public.

CHAIR'S REPORT

There was no Chair's Report.

CONSENT CALENDAR

Item A, Minutes of the Board of Directors meeting of June 23, 2021, was removed from the Consent Calendar on motion by Director Craft, seconded by Director Guise. ECCTA Boardmembers adopted the removal of Item A from the Consent Calendar, as follows, which carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Guise, Higgins, Parent, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

On motion by Director Guise, seconded by Director Scales-Preston, ECCTA Boardmembers adopted the Consent Calendar, as follows, which carried by the following Roll Call vote:

- B. Financial Report
- C. Marketing and Customer Service Activities Report

AYES: Bryant, Burgis, Craft, Guise, Higgins, Parent, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

Chair Ken Gray requested a change on page 3 of the Minutes of the Board of Directors meeting of June 23, 2021 and reported the minutes needed to be amended to state, "In the Tri Delta Transit office, all vaccinated employees were no longer required to wear a mask." No other changes were requested to the minutes.

On motion by Director Parent, seconded by Director Burgis, ECCTA Boardmembers adopted the Amended Minutes of the Board of Directors meeting of June 23, 2021 which carried by the following Roll Call vote:

A. Minutes of the Board of Directors meeting of June 23, 2021

AYES: Bryant, Burgis, Craft, Guise, Higgins, Parent, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

CHIEF EXECUTIVE OFFICER'S REPORT

A. Operations Report

Chief Executive Officer Jeanne Krieg presented highlights from Tri Delta Transit's activities in the last month and reported that ridership was slowly increasing every month. Tri Delta Transit was learning to deal with pandemic-related changes as they come. Masks are still required on public transportation. There is talk at the federal level that a requirement is being considered to require weekly testing if an employee is unvaccinated. The logistics of weekly testing will be a challenge, but Tri Delta Transit is working with First Transit on a plan to get the 43 percent of the drivers who are not vaccinated to get tested on a weekly basis or to get them vaccinated. Of the current unvaccinated employees, this means 70 drivers, two service workers and one administrative employee would be required to get a vaccination or be tested weekly. There are some transit agencies that are planning to take the stance that was implemented in New Orleans this week: if an employee is unvaccinated, they no longer work for the agency. That would be an option, but there is concern about the ability to provide service if 70 operators are laid off. Tri Delta Transit is planning for all scenarios and will be prepared for the directives given. Over the past 16 months, staff has proven that they are up to the challenge to make sure we continue to provide the much-needed transportation service to our community.

Ms. Krieg added that the Department of Transportation's requirement that masks be worn on all buses, planes, trains, and ferries until September 13th has not been an issue as operators continue to carry masks to give to passengers who do not have one. There is a BE KIND campaign on the buses and we are asking our passengers to be kind to each other and to the drivers as we are doing the best we can under these circumstances.

Ms. Krieg stated with school starting, an increase in ridership is anticipated in August and Tri Delta Transit is preparing to promote the free-fare September, along with County Connection. BART will be offering half fare during September and Tri Delta Transit is working with all Bay Area transit operators on the Metropolitan Transportation Commission (MTC) led "Return to Transit" campaign. Ms. Krieg advised that Boardmembers will be seeing outreach beginning next month that encourages people to come back to transit.

Ms. Krieg reported the new schedule will begin August 28th and be better aligned with BART's new schedule. She also reported the Oakley Park and Ride lot construction continues. Completion is anticipated for late September.

Ms. Krieg stated that MTC's Blue Ribbon Transit Recovery Task Force wrapped up its work this week and approved 27 near-term actions to be taken by MTC, transit agencies, county transportation agencies and others in the coming months to make the Bay Area's public transportation network more connected, more efficient, and more customer-focused. Ms. Krieg added that the Blue Ribbon Transit Recovery Task Force is the plan she has been reporting on for the past 14-months. The original efforts were focused on the distribution of federal coronavirus relief funds along with guiding transit agencies' recovery planning. MTC Commissioner and Solano County Supervisor Jim Sperring chaired the 32-member Task Force. The specific actions approved by the Task Force are organized around the themes of fare-payment coordination and integration; customer information; transit priority on roadways to increase bus speeds and reliability; bus and rail network management reform; connected network planning; data collection and coordination; accessibility; and funding. The 27 actions will be implemented over the next three years and Ms. Krieg stated she would keep Boardmembers informed as programs are implemented.

Ms. Krieg added that Chair Ken Gray selected the Lone Tree Golf Course as the location for this year's holiday dinner which will be held after the board meeting on December 15th. More information will be coming. This is the annual event that current Boardmembers and their guest, past Boardmembers and their guest, current employees and many First Transit partners and their guests come together.

Ms. Krieg also reported that the earmark for the 25 Tri MyRide expansion vehicles are still in the INVEST in America Act. Representatives McNerney and DeSaulnier are each sponsoring half the project. If Tri Delta Transit gets this funding, it will mean a huge positive change in the way Tri Delta Transit provides transportation to the community. The package passed the House and is being considered by the Senate, and the Senate may vote tonight.

Boardmembers inquired about the possibility for the mobile clinic to give vaccinations to the drivers, discussed the success of the mobile vaccination clinic at other locations, discussed the possibility of feeding people for a successful mobile clinic, the possibility of mandating employees to get vaccinated, and how the cost of testing weekly would affect the budget. Ms. Krieg responded that the mobile clinic is a good idea and a way to encourage employees to get vaccinated. In regards to mandatory employee vaccinations, Ms. Krieg stated that she is waiting for direction from the county and the Federal Transit Administration (FTA). She added that of the unvaccinated employees, three are Tri Delta Transit employees, 70 are First Transit employees, and First Transit could be required to cover the weekly testing cost under the contract. Chair Gray confirmed that Ms. Krieg would keep Boardmembers updated.

ACTION AND DISCUSSION ITEMS

A. SB1 State of Good Repair Program

Agustin Diaz, Chief Financial Officer (CFO), stated that Senate Bill 1 (SBI) or the Road Repair and Accountability Act of 2017 established The State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair.

He explained in order to qualify for the funds, an annual project list must be submitted to MTC. For Fiscal year 2021-2022, the estimated share of the funding is \$63,244. Staff proposes the funds be used for repairs to the employee and guest parking lot at the administrative building.

Mr. Diaz recommended the adoption of Resolution 210728A to approve ECCTA's fiscal year 2021-2022 SGR Project List submittal.

On motion by Director Guise, seconded by Director Higgins, ECCTA Boardmembers adopted Resolution 210728A which approves ECCTA's Fiscal Year 2021-22 SGR Project List submittal, carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Guise, Higgins, Parent, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

B. TDA Triennial Performance Audit

Ms. Krieg stated the Transportation Development Act (TDA) Triennial Performance Audit is performed by MTC every three years to ensure compliance with requirements associated with TDA funds. There were no findings and no recommendations to improve how TDA funds are handled. Ms. Krieg added she is very proud of Mr. Diaz and his team and appreciates their efforts.

Director Glover confirmed this was the motion to adopt the resolution to accept the Triennial Performance Audit Report and confirmed Board Alternate Nancy Parent could continue with the roll call vote on this item.

On motion by Director Craft, seconded by Director Scales-Preston, ECCTA Boardmembers adopted Resolution 210728B accepting ECCTA's Triennial Performance Audit Report for the Fiscal Years 2017/18, 2018/2019 and 22019/20, carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Guise, Higgins, Parent, Scales-Preston, Thorpe, Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

C. California Clean Air Day

Ms. Krieg stated that Boardmembers have a letter in the board packet from the Coalition for Clean Air signed by John Gioia, Contra Costa County Supervisor and Bay Area Air Quality Management District Boardmember, and Jim Wunderman, President/CEO of the Bay Area Council. She explained that every year California Clean Air Day is celebrated the first Wednesday in October. In the past transit agencies across California have offered a free fare day on California Clean Air Day. This year, they are asking all Bay Area transit operators to join other transit operators and offer a free fare day on Wednesday, October 6th. Staff members from County Connection, WestCat, and LAVTA have indicated they plan to participate. Loss in revenue is around \$5,000 and will be covered by COVID funds.

Ms. Krieg asked for authorization to participate in California's Clean Air Day on Wednesday, October 6th by offering a free fare day on all Tri Delta Transit paratransit, fixed route, and Tri MyRide vehicles.

On motion by Director Thorpe, seconded by Director Burgis, ECCTA Boardmembers authorized Tri Delta Transit to participate in California's Clean Air Day on Wednesday, October 6th by offering a free fare day on all Tri Delta Transit paratransit, fixed route, and Tri MyRide vehicles, carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Glover, Guise, Higgins, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

D. Wage and Salary Adjustment FY 2021-22

Ms. Krieg reported that the approved fiscal year 2021-2022 budget included funds for a 4 percent increase to salaries. She wanted to increase the maintenance department wage scales by 4 percent. 4 percent was selected because that is what was budgeted and it is very close to the consumer price index (CPI) for the San Francisco/Oakland/San Jose area for the period of April 2020-2021. For the administration department, Ms. Krieg wanted to take the whole payroll, add 4 percent, then divide it equally among the 18 administrative employees. All administrative employees would receive the same dollar amount. The higher paid employees would receive a smaller percentage increase and the lower paid employees would receive a higher percentage increase.

Ms. Krieg requested two actions. Requested action number one was approval of a 4 percent wage adjustment for maintenance department employees effective August 9, 2021. Requested action number two was approval of the application of a 4 percent increase to the entire administrative department payroll and divide the sum equally among the 18 administrative employees.

Director Glover asked the cost to the agency. Mr. Ponte reported the total cost was \$74,000 for the administrative department and around \$50,000 for the maintenance department.

Director Thorpe asked the rationale behind not applying the 4 percent across the board. Ms. Krieg responded that 4 percent of \$100,000 is a lot more than 4 percent of \$50,000 and the lower paid employees are having a harder time keeping up, particularly at these times. In response, Director Thorpe asked about giving management a lower percentage and giving 4 percent to the other administrative staff. Ms. Krieg further explained that this is an easier method to implement than different percentage increases for administrative employees.

Director Craft asked if the date for the administrative department increase would also be August 9, 2021. Ms. Krieg confirmed that the date would be August 9, 2021 and agreed with Director Craft that the date should have been included as part of the motion. Director Glover amended requested action number two to include the effective date of August 9, 2021.

On motion by Director Glover, seconded by Director Burgis, ECCTA Boardmembers approved both requested action number one, a 4 percent wage adjustment for maintenance department employees effective August 9, 2021 and requested action

number two, the application of a 4 percent increase to the entire administrative department payroll and divide the sum equally among the 18 administrative employees effective August 9, 2021, carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Glover, Guise, Higgins, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

E. August ECCTA Board Meeting

Ms. Krieg reported that under the bylaws, the Chair has the power to cancel a meeting if there are no pending agenda items, which is the case for August.

Ms. Krieg's requested motion was to affirm Chair Gray's cancellation of the August 25, 2021 meeting of the ECCTA Board of Directors.

On motion by Director Guise, seconded by Director Thorpe, ECCTA Boardmembers affirmed Chair Ken Gray's cancellation of the August 25, 2021 meeting of the ECCTA Board of Directors, carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Glover, Guise, Higgins, Scales-Preston, Thorpe,
Williams, Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: None

BOARD OF DIRECTORS COMMENTS

Each member of the Board was individually asked for comments. Boardmembers also discussed community events in regards to the vaccination van.

Director Burgis stated that Contra Costa County employees are now required to prove they have been vaccinated to not wear a mask. She discussed the spread of Covid in East Contra Costa County and low cases of vaccinations. Director Burgis acknowledged the mobile clinic that Mayor Higgins and Councilwoman Williams helped with to assist vaccination in Oakley. The vaccination van is ready to serve and can be sent to any site with five or more people willing to be vaccinated.

Director Glover echoed Director Burgis' comments regarding Covid and masking.

Director Guise stated she was hoping Boardmembers would be able to meet in person in September.

Director Higgins discussed the opportunity to work with Supervisor Burgis to help get some people in Oakley vaccinated and encouraged everyone to stay safe.

Director Scales-Preston mentioned that community events are a great way to have the mobile clinic help get people vaccinated. Over 12 people were vaccinated at the Juneteenth Event.

Director Williams stated there were Food Truck events coming up that may be a good location for the mobile clinic.

Director Wilson mentioned that the Boys and Girls Club along with the Department of Health and Human Services were in the Sycamore area administering shots this past Saturday. She confirmed with Supervisor Glover that the van would also be at the upcoming event for Sexual Assault Survivors in Bay Point.

Chair Gray acknowledged this was his first meeting as Chair and that he hoped it would be the last meeting over Zoom. He confirmed the next meeting was Wednesday, September 22nd at 4pm.

ADJOURNMENT

On motion by Director Guise, seconded by Director Burgis, ECCTA Boardmembers adjourned the July 28, 2021 meeting of the ECCTA Board of Directors, carried by the following Roll Call vote:

AYES: Bryant, Burgis, Craft, Glover, Guise, Higgins, Scales-Preston, Williams,
Wilson, Gray
NOES: None
ABSTAIN: None
ABSENT: Thorpe

The meeting of the Eastern Contra Costa Transit Authority adjourned at 4:54 P.M. to September 22, 2021 at 4:00 P.M. in the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California, which has been planned as an in-person meeting.

Respectfully submitted,

Tania Babcock

TRI DELTA TRANSIT
Income Statement - Comparison to Annual Budget
As of August 31, 2021
(unaudited)

	YTD Actual			YTD Budget			YTD Variance <i>favorable/(unfavorable)</i>			FY22 Full Year Budget			YTD % of Fiscal Year Budget		
	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR	ECCTA	FR	DR
OPERATING REVENUES															
Passenger Fares	\$ 300,033	\$ 195,763	\$ 104,270	\$ 187,390	\$ 131,592	\$ 55,798	\$ 112,643	\$ 64,171	\$ 48,472	\$ 1,393,750	\$ 909,756	\$ 483,994	22%	22%	22%
Other Income	\$ 26,697	\$ -	\$ 26,697	\$ 58,171	\$ 26,666	\$ 29,505	\$ (28,474)	\$ (26,666)	\$ (2,808)	\$ 354,985	\$ 160,000	\$ 194,985	8%		14%
Total Operating Revenues:	\$ 326,730	\$ 195,763	\$ 130,967	\$ 243,561	\$ 158,258	\$ 85,303	\$ 83,169	\$ 37,505	\$ 45,664	\$ 1,748,735	\$ 1,069,756	\$ 678,979	19%	18%	19%
OPERATING EXPENSES															
Purchased Transportation	\$ 2,733,322	\$ 2,038,351	\$ 894,971	\$ 2,222,980	\$ 1,579,078	\$ 643,902	\$ (510,342)	\$ (459,273)	\$ (51,069)	\$ 15,900,242	\$ 11,087,081	\$ 4,813,161	17%	18%	14%
Materials and Supplies	\$ 636,328	\$ 534,291	\$ 102,037	\$ 740,652	\$ 623,050	\$ 117,602	\$ 104,324	\$ 88,759	\$ 15,565	\$ 4,443,911	\$ 3,738,291	\$ 705,620	14%	14%	14%
Salaries & Benefits	\$ 827,702	\$ 723,570	\$ 104,132	\$ 860,915	\$ 753,681	\$ 107,234	\$ 33,213	\$ 30,111	\$ 3,102	\$ 5,068,439	\$ 4,437,117	\$ 631,322	16%	16%	16%
Services	\$ 131,920	\$ 100,063	\$ 31,857	\$ 164,507	\$ 128,632	\$ 35,875	\$ 32,587	\$ 28,569	\$ 4,018	\$ 1,091,952	\$ 865,857	\$ 226,095	12%	12%	14%
Other	\$ 70,529	\$ 63,007	\$ 7,522	\$ 16,576	\$ 13,764	\$ 2,812	\$ (53,953)	\$ (49,243)	\$ (4,710)	\$ 304,126	\$ 259,060	\$ 45,066	23%	24%	17%
Casualty and liability insurance	\$ 143,251	\$ 126,711	\$ 15,540	\$ 96,024	\$ 86,298	\$ 9,726	\$ (47,227)	\$ (40,413)	\$ (6,814)	\$ 576,165	\$ 517,803	\$ 58,362	25%	24%	28%
Utilities	\$ 34,013	\$ 30,005	\$ 4,008	\$ 35,863	\$ 33,128	\$ 2,735	\$ 1,850	\$ 3,123	\$ (1,273)	\$ 192,787	\$ 173,274	\$ 19,513	18%	17%	21%
Taxes	\$ 4,159	\$ 3,327	\$ 832	\$ 4,502	\$ 3,868	\$ 634	\$ 343	\$ 541	\$ (198)	\$ 19,150	\$ 15,556	\$ 3,594	22%	21%	23%
Total Operating Expenses:	\$ 4,581,224	\$ 3,619,325	\$ 961,899	\$ 4,142,019	\$ 3,221,499	\$ 920,520	\$ (439,205)	\$ (397,826)	\$ (41,379)	\$ 27,596,772	\$ 21,094,039	\$ 6,502,733	17%	17%	15%
NON-OPERATING REV															
Federal Funds	\$ -	\$ -	\$ -	\$ 828,736	\$ 442,672	\$ 386,064	\$ (828,736)	\$ (442,672)	\$ (386,064)	\$ 4,972,424	\$ 2,656,033	\$ 2,316,391			
State Funds	\$ -	\$ -	\$ -	\$ 2,257,990	\$ 1,984,827	\$ 273,163	\$ (2,257,990)	\$ (1,984,827)	\$ (273,163)	\$ 15,883,813	\$ 13,454,549	\$ 2,429,264			
Local Funds	\$ -	\$ -	\$ -	\$ 347,650	\$ 168,134	\$ 179,516	\$ (347,650)	\$ (168,134)	\$ (179,516)	\$ 2,085,908	\$ 1,008,809	\$ 1,077,099			
Inter-Operator Agreements	\$ -	\$ -	\$ -	\$ 483,314	\$ 483,314	\$ -	\$ (483,314)	\$ (483,314)	\$ -	\$ 2,899,892	\$ 2,899,892	\$ -			
Interest & Other Misc Income	\$ 1,694	\$ 1,463	\$ 231	\$ 998	\$ 832	\$ 166	\$ 696	\$ 631	\$ 65	\$ 6,000	\$ 5,000	\$ 1,000	28%	29%	23%
Total Non-operating Revenues:	\$ 1,694	\$ 1,463	\$ 231	\$ 3,918,688	\$ 3,079,779	\$ 838,909	\$ (3,916,994)	\$ (3,078,316)	\$ (838,678)	\$ 25,848,037	\$ 20,024,283	\$ 5,823,754	0%	0%	0%
EXCESS REV/(EXP)	\$ (4,252,800)	\$ (3,422,099)	\$ (830,701)	\$ 20,230	\$ 16,538	\$ 3,692	\$ (4,273,030)	\$ (3,438,637)	\$ (834,393)	\$ -	\$ -	\$ -			

Agenda Item #5b
Eastern Contra Costa Transit Authority
Board of Directors Meeting
September 22, 2021

Staff Report to ECCTA Board of Directors

Meeting Date: September 22, 2021

Agenda Item: Marketing/Communications Activities – Agenda Item #5c

Lead Staff: Leeann Loroño, Manager of Customer Service and Marketing

Approved: Jeanne Krieg, Chief Executive Officer 

Tri Delta Transit strives to provide top notch service to our customers and the community. Here are some projects Marketing has been working on over the past transitional month.

CURRENTLY IN PROGRESS:

  	<h3>Partnership with Bay Area Transit Agencies</h3> <p>Spearheaded by MTC, Tri Delta Transit joined transit agencies from around the Bay for the All Aboard Bay Area Transit and Moving Forward Together campaigns.</p> <p>Ongoing till September 24th, Tri Delta Transit has run a social media campaign, advertised on the Hwy 4 billboard, and run on-line with Alpha Media and SF Chronicle.</p> <p>Thus far, All Aboard campaign has received 608 impressions.</p>
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Agenda Item #5c
*Eastern Contra Costa Transit Authority
Board of Directors Meeting
September 22, 2021*

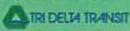
WE'RE SPREADING THE NEWS!



FREE FARE SEPTEMBER IS COMING

Ride Tri Delta Transit in September and your ride is FREE.

Good September 1-30th only on Fixed Route, Paratransit and Tri MyRide. 31 Day Pass holders can have their card replaced for any remaining time as of October 1, 2021. 31 Day Pass purchased on a Clipper Card must contact Clipper directly. For information and questions, contact Tri Delta Transit at 925-754-6622. www.trideltatransit.com




Schedule Timetable Change August 28th!

ANNOUNCING FREE FARE SEPTEMBER
Sept. 1-30th



Free Fare September

Tri Delta Transit is currently participating in Free Fare September, where rides are free on all Fixed Route, Paratransit, and Tri MyRide vehicles.

TDT began notifying 31 Day Pass holders well in advance, then created this campaign that was marketed on social media, in print in the Press and Grapevine, at bus stops and on our website. We efficiently combined the message with the schedule change in some places too, so that our dollars were optimized.

In addition, TDT participated in BART's mass transit tweet campaign to over 316k of their followers. This campaign reiterated the back to transit message and communicated the free September.

4th Annual California Clean Air Day
Wednesday, October 6th

WE'RE DOING OUR PART AND HOPE YOU JOIN US:

- 1 TRI DELTA TRANSIT IS OFFERING FREE RIDES ON OCT. 6th!
(Come ride instead of driving your car)
- 2 WE ARE INVESTING IN CLEAN ENERGY by building a fleet of electric buses.
- 3 WE FOCUS ON CLEAN & GREEN Public transportation reduces congestion, decreases greenhouse gases, and conserves energy

Keeping our air clean for a better tomorrow!



Free rides available on Fixed Route, Paratransit, and Tri My Ride Oct. 6th only.





4th Annual California Clean Air Day

Tri Delta Transit will soon be promoting a great cause – California Clean Air Day on October 6th. Rides will once again be free for that day only.

Social media campaigns and website information will promote riding transit to spare the air, lessen your footprint, and enjoy the ride.

POSITION: ROAD SUPERVISOR/DISPATCHER
 First Transit is accepting applications for a Tri Delta Transit Road Supervisor/Dispatcher. Looking for a safety-oriented, strong communicator with impeccable leadership qualities. Great pay and benefits. Apply online at bit.ly/dispatcher35922.



In Support of Bus Operators

Marketing was happy to assist First Transit in their search for:

- Supervisor
- Schedulers
- Paratransit Coordinator

by posting on social media and through resources like the Pittsburg Chamber job listing section.

First Transit is currently still looking for two (2) out of four (4) schedulers needed.

Tri Delta Transit @TriDeltaTransit
 4 hours ago

What would improve transit between Antioch and Brentwood most - better connections, increased accessibility, eco-friendly transit options, or something else? Help shape the future of transit in East County by taking a quick survey at eastcountyttransit.com before September 20.



Tri Delta Transit @TriDeltaTransit
 5 days ago

Do you make trips where you connect to or from transit? Help make transit connections in Antioch and Brentwood even better by spending just a few moments at eastcountyttransit.com. Take a short survey to share your preferences and be part of the solution.



CCTA Survey

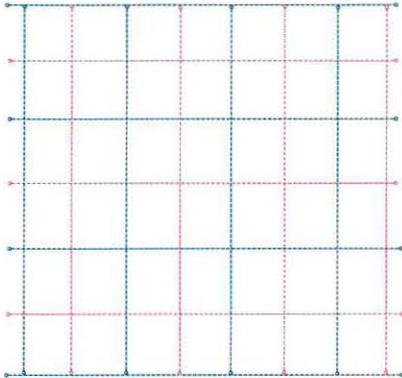
Tri Delta Transit assisted Contra Costa Transportation Authority in spreading the word about their East County Integrated Transit Study, that ran until September 20th.

Tri Delta Transit wanted to help CCTA in their efforts to improve transit in East County, specifically between Brentwood and Antioch.

The survey was promoted to the public, First Transit, and TDT staff.

CONGRATULATIONS! ON RECEIVING A COMMENDATION

These employees have received commendations from the public for outstanding service, an act of kindness, and more... Join us in congratulating them.



We look forward to seeing your name up here!

Commendation Board

Marketing recently created a *Congratulations on Receiving a Commendation board* for the driver's room. Since we acknowledge other achievements, we thought what is better than acknowledging those drivers, schedulers, and dispatchers that receive the hardest thing of all – commendations from the public. Names are added, one in each square, to those that receive one.

Congratulations! Keep up the good work.

PLEASE WELCOME! *Revitalize Day Program*



DATE: THIS WEDNESDAY, SEPTEMBER 1ST
TIME: 11:30 AM- 12:30 PM (APPROXIMATELY)

WE WILL WELCOME A PARTY OF EIGHT TO:



Tour our facility, dispatch & maintenance



Meet the staff & drivers



Have fun with experiences like the bus wash!

THANK YOU FOR HELPING MAKE THEIR DAY SO SPECIAL



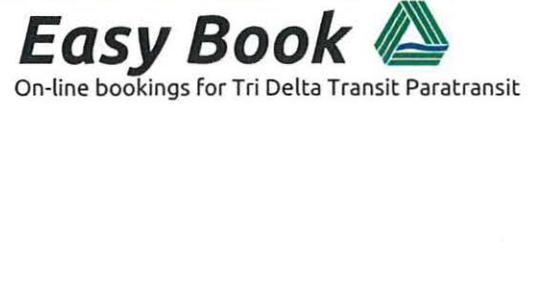
Revitalize Day Group – Tour

Tri Delta Transit hosted the Revitalize Day Group for a tour of our facility, First Transit, and our maintenance yard. The group is a big fan of bus operators and got to see some of their favorites. After a tour, they went through the bus wash (in a bus, of course), and received TDT goodies.

A memorable day for sure.

CONTINUING PROGRAMS/CAMPAIGNS:

 <p>BUS STOP WATCH WINNERS Congratulations. These lucky winners were submitted in the Bus Stop Watch drawing and were selected. You can be too!</p> <p>August September October November December January February March April May June July</p> <p>Keep submitting these reports for a chance to win. Thank you for all you do!</p> <p>Employee Guide to using: Tri Delta Watch</p> <p>Follow these steps to report information when it is SAFE to do so:</p> <ol style="list-style-type: none"> 1. Start the Call to Action for the 511 Contra Costa Pass2Class program. It's easy to use and can be used from a mobile or desktop device. 2. Click "Report" on the mobile app or the website. 3. Enter your information. Tap for "Employee of the Organization" option. Fill in "Name (Last, First, Middle Initial)" as "N/A". 4. Select "Report Type". 5. Select "Add a Photo" and take a photo of the issue. A photo will appear when you click "Add". A photo has increased description. 6. Review and change the location (optional) "Light" (optional). 7. Push "Send Report". 8. Push "Send Report". <p>Thank you for submitting a Tri Delta Watch Report.</p>	<p>Bus Stop Watch App</p> <p>Marketing continues to promote the use of the Tri Delta Watch app to bus operators as a tool to report bus stop issues.</p> <p>August's winner was driver: Nhan Duong</p> <p>To further recognize winners, Marketing created a board in the driver's room, whereby each month the winner will be posted.</p> <p>In addition, Marketing assisted in revising a training tool, so that drivers can use the app properly and data can be recorded more accurately on the types of issues being reported.</p>
 <p>Pass2Class Apply Online www.pass2class.org</p> <p>TAKE THE BUS TO SCHOOL FREE! Skip the traffic and save gas while getting your students to school. With 511 Contra Costa's Pass2Class program, it's easy to make the switch. To help students return to in-person learning, we're giving up to two months free.</p> <p>Be registered in EAST CONTRA COSTA COUNTY ages 18 and older (18+)</p> <p>2 STUDENTS per household ages 1-12</p> <p>Receive: TWO 20-RIDE PASSES TRI DELTA TRANSIT</p> <p>For more information or to apply, visit www.pass2class.org</p> <p>Parents or guardian of student(s) must apply. Passes issued while supplies last. No more than two students per household. Other restrictions apply. Visit www.pass2class.org for more details.</p> <p>511 CONTRA COSTA</p>	<p>School Pool – Now called Pass2Class</p> <p>Tri Delta Transit continues to assist and promote 511 Contra Costa's program Pass2Class, as they requested additional tickets for this very successful program.</p>

	<p>Clipper Start & Clipper Card giveaway:</p> <p>Tri Delta Transit continues to market Clipper Start and to fulfill requests for free Clipper Cards. To date, 682 requests have been submitted.</p>
	<p>Paratransit:</p> <p>Marketing is continuing to develop a direct mail piece to current paratransit passengers and their families that will alert them to this new on-line booking system, Wi-Fi installation, and Mobility on Demand. We hope to have the drafts complete in a month.</p>

Please let us know if you have any questions or need further information about any of these materials.

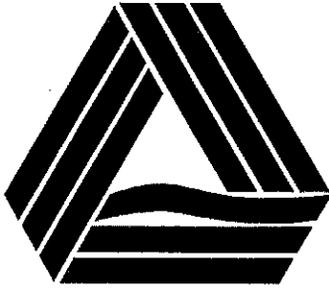
TAB 2

Agenda Item #6a
CEO's Report

Board of Directors Meeting

Wednesday September 22, 2021

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509



Chief Executive Officer's Report

August - September 2021

COVID-19 – Recovery

- The Department of Transportation extended the requirement to wear masks on buses from September 13th, 2021 to January 18th, 2022.
- Social distancing is no longer required on buses.
- Fixed route ridership is slowly increasing.
- Tri Delta Transit returned to the pre-pandemic schedule on July 4th and implemented a new schedule to more closely meet BART on August 28th.
- BART returned to full service in early August – including late night and early morning service.
- Masks are once again required for all employees in the workplace regardless of vaccination status.
- Signs regarding masks have been placed on all buses. Bus operators carry extra masks with them to distribute to individuals who do not have a mask.
- Hand sanitizer dispensers and shields will remain on all buses for now.
- A *Kindness* campaign was implemented asking our customers to be kind to the operators and each other as we navigate changing rules.

COVID-19 – Recovery

- All Tri Delta Transit buses, cars, and vans continue to be cleaned and disinfected each evening by our maintenance staff.
- Seals indicating ECCTA's certification in APTA's Health and Safety Commitments Program are displayed on all buses.
- All employees have access to gloves, masks, and hand sanitizer.
- Social media is being used as the main vehicle for communicating the changes to rules and service.
- Tri Delta Transit is partnering with transit agencies throughout the Bay Area for the *All Aboard Bay Area Transit and Moving Forward Together* campaigns. The goal is to entice people back to public transit.
- Tri Delta Transit, County Connection, LAVTA, and WestCAT are all offering free rides on all services during September.
- Legislation that addresses long-term changes to open meeting requirements is being considered. The current suspension of meeting requirements of the Brown Act and Bagley-Keene Act remains in place until September 30, 2021.

Projects

- Bus stop shelter installation – in process
- Service to the new LMC Brentwood Center began August 30th
- MTC-led marketing program to encourage people to return to transit
- APTA Annual Conference and EXPO planning and preparation
- System redesign (presentation to Board of Directors planned for October)
- Installation of charging stations (in process)
- Oakley Park & Ride Construction
- Pass2Class (formerly known as School Pool, 511 Contra Costa's program to distribute free 20-ride passes to students)
- Updated succession plan
- One-seat regional paratransit pilot program
- Dynamic Personal Microtransit East County project
- MTC's Blue Ribbon Task Force recommendations
- On-line paratransit scheduling
- Clipper Start program
- Tri Delta Transit website update
- Hydrogen fueling station (looking for a source of funds)
- Autonomous vehicle demo (date TBD)
- Expansion of Tri MyRide service area
- Hydrogen bus procurement
- Phase II: UC Berkeley's PATH IDTO project
- Mobile Emergency Operations bus construction
- CCTA's Design Alternative Assessment for SR4 from I-680 to Hillcrest
- Policy manual update
- Facility electric grid upgrade

Pending

- Bus wash blower (staff recommendation will be presented to the Board of Directors at the October meeting)
- Earmark requests:
 - Expansion of Try MyRide
- CCTA planning grant: transit corridor between Hillcrest & Marsh Creek
- Clipper: next generation
 - Funding agreement
 - Site visits for hardware placement
 - Acceptance on paratransit
- Zero emission bus plan implementation
- Transportation Development Act reform
- Parking lot repairs
- Facility floor covering replacement

Bus Schedule Booklet Redesign

The new schedule booklet now shows the weekend routes and weekday routes on separate maps making it easier for our customers to select their route. Additionally, the graphics have been updated.

Free Fare September

To entice people to return to transit, the Contra Costa County bus operators (Tri Delta Transit, County Connection, and WestCat) are offering free fares in September. For Tri Delta Transit, this means free fares on fixed route, Tri MyRide, and paratransit. BART is offering ½ fare in September for customers who pay with a Clipper card.

Improving Transit in East County

Contra Costa Transportation Authority is conducting a transit study to improve transit in East County, especially between Brentwood and Antioch. The 2nd round of survey questions were developed based on surveys and online meetings that were conducted October 13, 2020 through February 15, 2021. Feedback on the 2nd round of questions will be accepted until September 20, 2021. The study goals are to:

1. Improve rider experience
2. Communicate the benefits of transit
3. Respond to equitable access needs
4. Support economic development
5. Allow for future, innovative transit options
6. Improve air quality

The draft study will be presented in Winter 2021. Following public feedback, the final study will be presented in Spring 2022.

Services Offered

- Fixed route
- ADA and Senior paratransit
- Mobility on Demand
- Tri MyRide
- MedVan

Uber is Back!

Mobility on Demand, Tri Delta Transit's program that offers our registered paratransit customers the opportunity to use shared on-demand transportation services instead of a paratransit vehicle, welcomed Uber back to the program. Eligible customers can book a trip with Uber, Lyft, or United Med Transportation for as little as \$4 per ride. For each ride, the customer pays the first \$4 of the total fare, Tri Delta Transit pays the next \$16, and the customer pays the remaining balance, if any. This is a great option for customers to get same day service and extended hours and it saves the agency a great deal of money.

Bus Stop Passenger Lights

Five bus stops have been selected as test sites for a solar powered light that illuminates the bus stop from dusk to dawn. Installation will begin soon. If the test is a success, additional lights will be installed throughout the system.

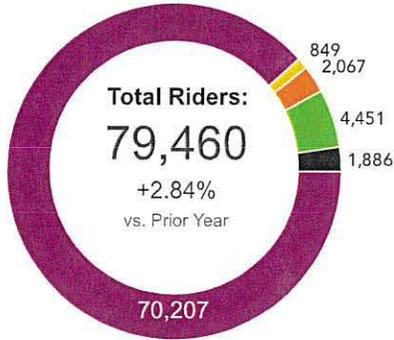
Ridership

Ridership is slowly recovering from our all-time low month of May 2020 when ridership was 37% of normal. In August 2021, ridership was a little more than 50% of normal. Some industry experts predict that it will take several years to fully recover.



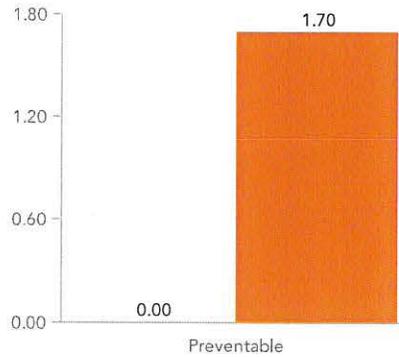
Performance Summary

Ridership



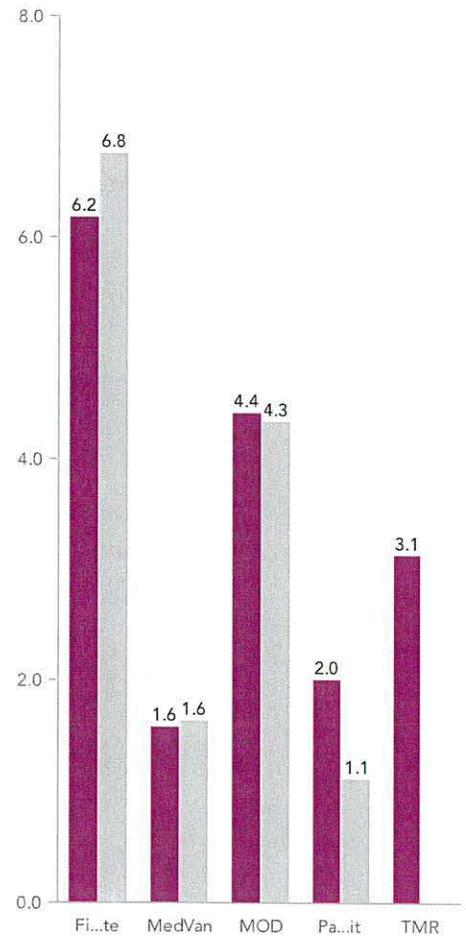
- Fixed Route
- MedVan
- MOD
- Paratransit
- TMR

Accidents / 100K Miles



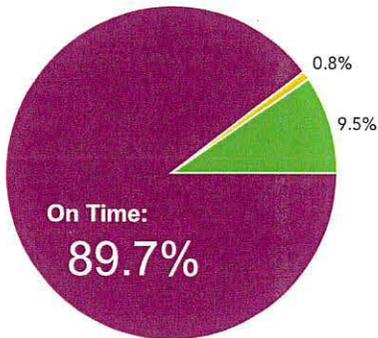
- This Year
- Last Year

Passengers Per Revenue Hour



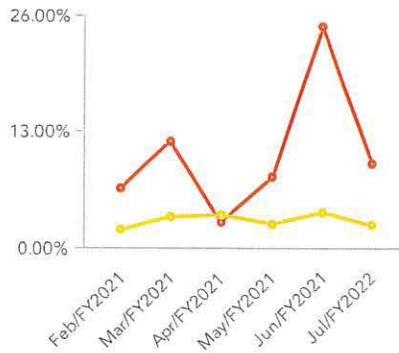
- This Year
- Last Year

On Time Performance



- On Time
- Early
- Late

Cost Recovery Ratio



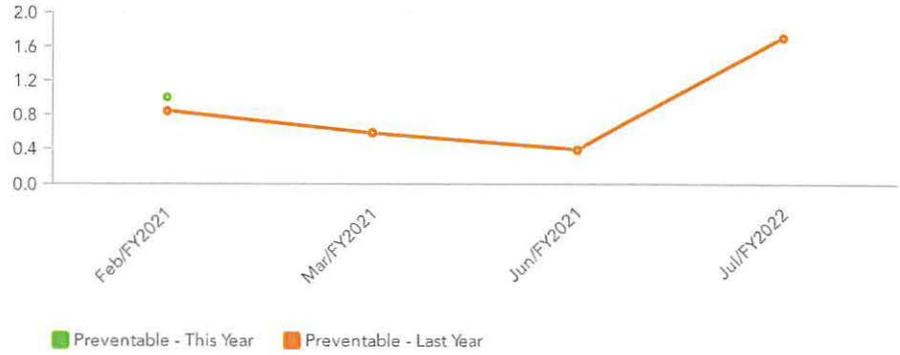
- Demand Response
- Fixed Route

Safety Performance

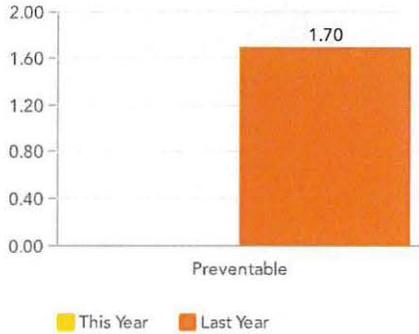
Preventable Accident Report

	Accidents	Per 100,000 Miles
Feb/FY2021	2	1.00
YTD 2021	4	1.70
YTD Change	No data	

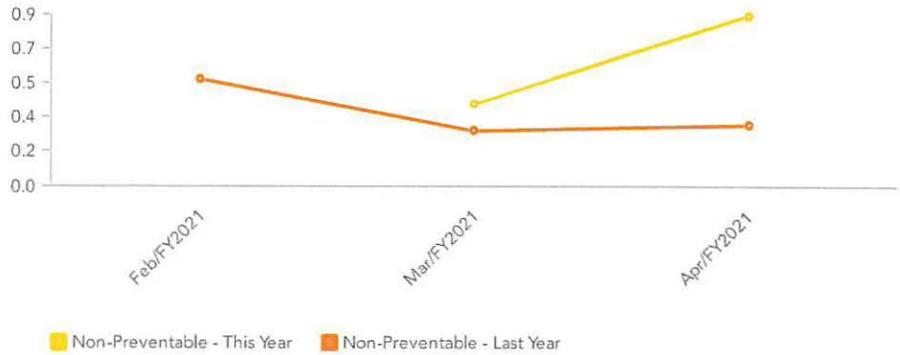
Preventable Accidents Per 100,000 Miles Last Six Months - System Wide



Year To Date - System Wide Accidents Per 100,000 Miles

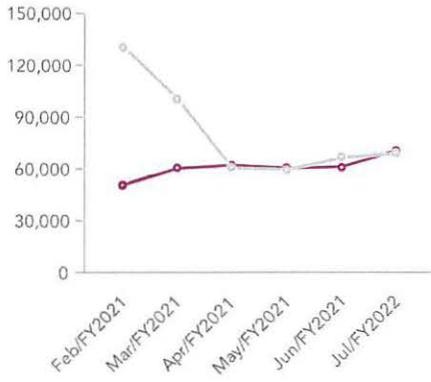


Non-Preventable Accidents Per 100,000 Miles Last Six Months - System Wide



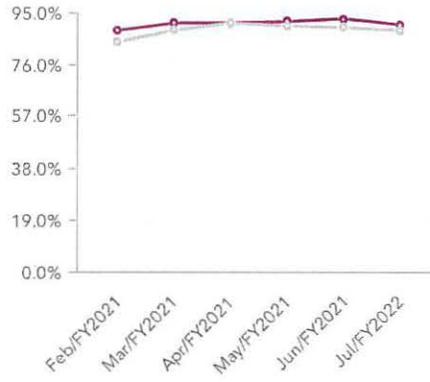
Fixed Route Performance

Total Ridership



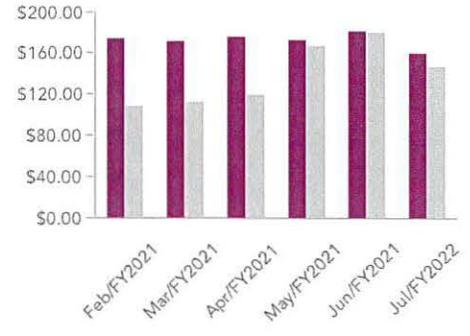
■ This Year ■ Last Year

On Time Performance



■ This Year ■ Last Year

Operating Cost Per Revenue Hour

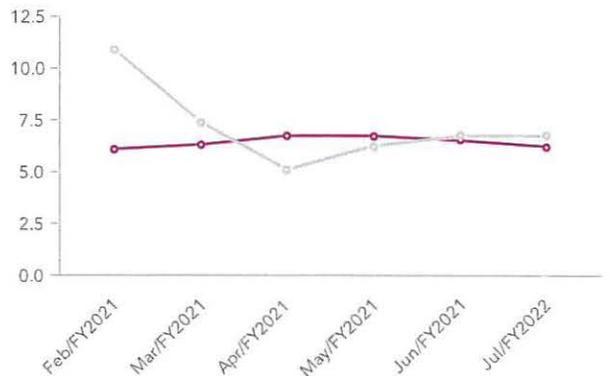


■ This Year ■ Last Year

YTD Report - Fixed Route

Metric	This Year	Prior Year	% Change
Customer Complaints Per 100k Riders	38.46	42.19	-8.8%
Service % of Trips On Time	90.50	88.39	+2.4%
Ridership Per Rev. Hour	6.18	6.75	-8.4%
Roadcalls Per 100k Miles	0.00	0.00	
Financial Operating Costs Per Rev. Hour	159.66	146.11	+9.3%
Ridership Ridership	70,207.00	68,737.00	+2.1%

Passengers Per Revenue Hour



■ This Year ■ Last Year

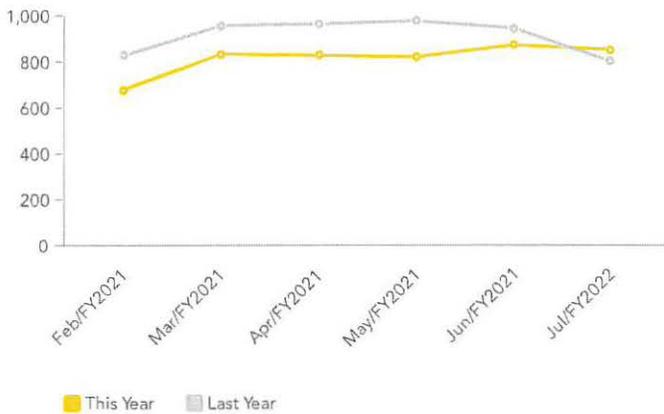
MedVan, Paratransit, and MOD Performance

YTD Report

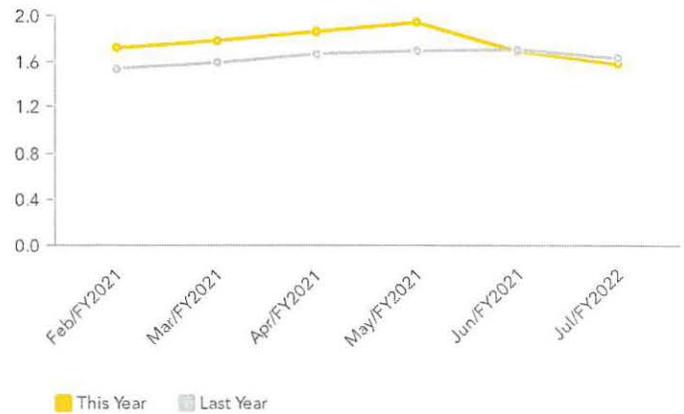
	Metric	This Year	Prior Year	% Change
Customer Service	Complaints Per 100k Riders	117.79	0.00	
	% of Trips On Time	94.08	82.96	+13.4%
	Ridership Per Rev. Hour	1.58	1.63	-3.1%
Financial	Roadcalls Per 100k Miles	0.00	0.00	
	Operating Costs Per Rev. Hour	135.80	88.54	+53.4%
Ridership	Ridership	849.00	799.00	+6.3%

MedVan

Total Ridership



Passengers Per Revenue Hour

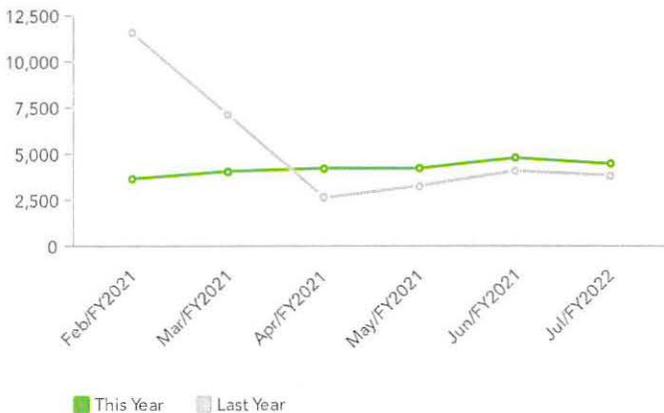


YTD Report

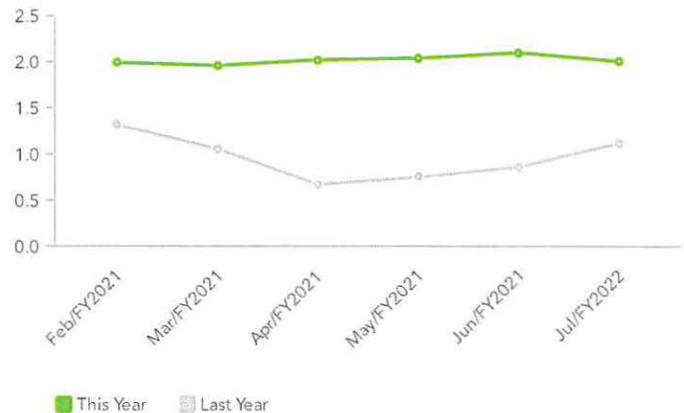
	Metric	This Year	Prior Year	% Change
Customer Service	Complaints Per 100k Riders	202.20	185.97	+8.7%
	% of Trips On Time	82.91	72.03	+15.1%
	Ridership Per Rev. Hour	2.00	1.11	+80.2%
Financial	Roadcalls Per 100k Miles	0.00	0.00	
	Operating Costs Per Rev. Hour	125.55	87.65	+43.2%
Ridership	Ridership	4,451.00	3,764.00	+18.3%

Paratransit

Total Ridership



Passengers Per Revenue Hour



YTD Report

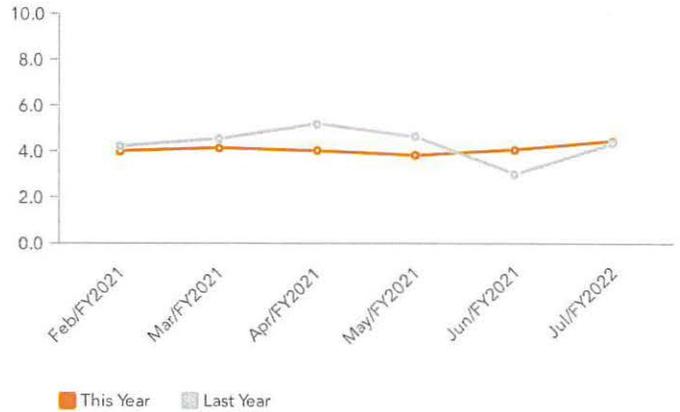
MOD

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	48.38	0.00	
Service	Ridership Per Rev. Hour	4.42	4.34	+1.8%
Financial	Operating Costs Per Rev. Hour	133.85	91.17	+46.8%
Ridership	Ridership	2,067.00	2,411.00	-14.3%

Total Ridership



Passengers Per Revenue Hour

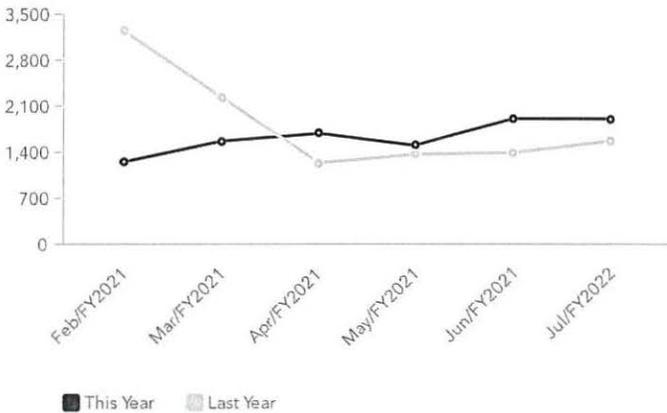


YTD Report

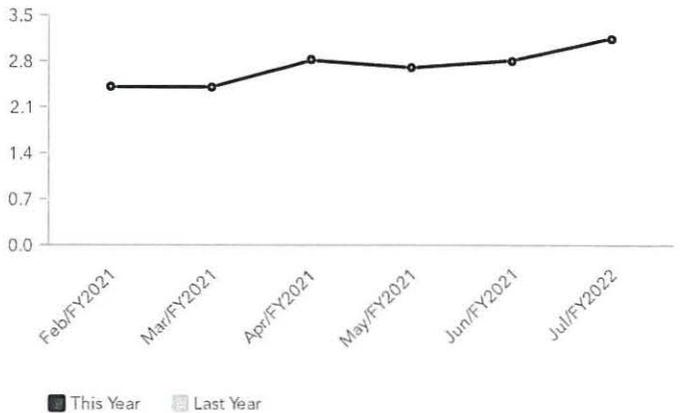
TMR

	Metric	This Year	Prior Year	% Change
Customer	Complaints Per 100k Riders	0.00	386.35	-100.0%
Service	Ridership Per Rev. Hour	3.13		
Financial	Operating Costs Per Rev. Hour	116.90		
Ridership	Ridership	1,886.00	1,553.00	+21.4%

Total Ridership



Passengers Per Revenue Hour



TAB 3

Agenda Item #7a

ACTION ITEM: FY20-FY29 Short Range Transit Plan Update

Resolution #210922A

Board of Directors Meeting

Wednesday September 22, 2021

**ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509**

Staff Report to ECCTA Board of Directors

Meeting Date: September 22, 2021
Agenda Item: FY20-FY29 Short Range Transit Plan Update - Agenda Item #7a
Lead Staff: Agustin Diaz, Chief Financial Officer
Approved: Jeanne Krieg, Chief Executive Officer 

Background

Federal transportation statutes require that the Metropolitan Transportation Commission (MTC), in partnership with state and local agencies, develop and periodically update a long-range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and programming responsibilities, MTC requires that each transit operator in its region which receives federal funding through the TIP prepare, adopt, and submit to MTC a Short Range Transit Plan (SRTP).

ECCTA staff, with the assistance of Nelson/Nygaard Consulting Associates, prepared an SRTP that covers the 10-year operating period of FY19-20 through FY28-29. This plan was prepared under the guidelines set forth by MTC Resolution No. 4364 and covers the following five sections:

- 1) Overview of Transit System
- 2) Goals, Objectives and Standards
- 3) Service and System Evaluation
- 4) Operations Plan and Budget
- 5) Capital Improvement Plan

The ECCTA Board of Directors approved the final draft of the FY20-FY29 SRTP during its meeting on August 26, 2020.

Considerations

- During the March 24, 2021 meeting, the ECCTA Board of Directors adopted resolution #210324D affirming ECCTA's support for the East Contra Costa County DPMT Feasibility Study findings and authorizing the Chief Executive

Agenda Item #7a
*Eastern Contra Costa Transit Authority
Board of Directors Meeting
September 22, 2021*

Officer to enter into discussions with other project partners and stakeholders to further advance development of a PDA to support the project.

- Those discussions have been occurring and funding options are being evaluated. To assure access to all funding options, it is required to add the dynamic personal micro transit project to the list of Tri Delta Transit's unfunded projects.

The Unfunded Capital projects page from the SRTP showing the proposed update is attached.

Requested Action

Adopt Resolution #210922A approving the update to ECCTA's SRTP for FY20-FY29.

Unfunded Capital Projects

Tri Delta Transit has identified several priority projects that are currently unfunded. In addition to the Antioch Park-and-Ride lot, the agency has an identified need for a bus lot resurfacing project at an estimated cost of \$2.4 million. Tri Delta Transit’s full list of identified unfunded projects are estimated to cost approximately \$23.0 million and are shown in more detail in **Figure 5.9**. The cost of the Dynamic Personal Micro Transit (DPMT) project is TBD. The DPMT system, to be built by Glydways, consists of a fleet of driverless electric vehicles operating on-demand in elevated or at-grade paved pathways. The operating space can be created from repurposed roads abandoned railroad, capped canals or newly built pathways.

Figure 5.9 Tri Delta Transit Unfunded Projects

Unfunded Project	Estimated Cost
Bus Lot Resurfacing	\$2,400,000
Antioch Park-and-Ride Lot	\$6,624,100
Hydrogen Fueling Station	\$3,200,000
Additional Electrical Infrastructure	\$1,100,000
Bus Rapid Transit Lines (x2)	\$9,800,000
Dynamic Personal Micro Transit	TBD
Total	\$23,124,100

Fleet and Facilities Inventories

A comprehensive inventory of Tri Delta Transit’s fleet, equipment, and facilities is shown in **Figure 5.10**, **Figure 5.11**, **Figure 5.12**, and **Figure 5.13**. Four 20 ft. vans listed in the paratransit and microtransit fleet inventory were scheduled for replacement in 2016. These vehicles were repurposed to launch the Tri My Ride microtransit pilot project. While listed in the fleet inventory, these vehicles have been retired and will be replaced by previously-purchased vehicles scheduled for delivery in FY21.

Figure 5.10 Revenue Vehicle Inventory – Motor Bus

Motor Bus (MB) Vehicles									
Vehicle	Make	Model	Year	Size/Type	Power	Vehicle ID	Seats	Useful Life	Repl. Year
1891	BYD	K9	2018	40 ft.	Battery Electric	4B9KSLA60H2038034	32/2	12 Years	2030
1892	BYD	K9	2018	40 ft.	Battery Electric	4B9KSLA62H2038035	32/2	12 Years	2030
1893	Gillig	Low Floor	2018	40 ft.	Diesel	15GGD2719J3189107	36/2	12 Years	2030
1894	Gillig	Low Floor	2018	40 ft.	Diesel	15GGD2710J3189108	36/2	12 Years	2030
1895	Gillig	Low Floor	2018	40 ft.	Diesel	15GGD2712J3189109	36/2	12 Years	2030
1896	Gillig	Low Floor	2018	40 ft.	Diesel	15GGD2719J3189110	36/2	12 Years	2030
1897	Gillig	Low Floor	2018	40 ft.	Diesel	15GGD2719J3189111	36/2	12 Years	2030
1898	Proterra	Catalyst C2	2018	40 ft.	Battery Electric	1M9TH16J0JL816232	38/2	12 Years	2030
1899	Proterra	Catalyst C2	2018	40 ft.	Battery Electric	1M9TH16J4JL816234	38/2	12 Years	2030
0992	Gillig	Low Floor	2009	40 ft.	Diesel	15GGD271391176859	36/2	12 Years	2021



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

RESOLUTION #200826A

APPROVES AN UPDATE TO ECCTA'S SHORT RANGE TRANSIT PLAN FOR FISCAL YEARS 2020 TO 2029

WHEREAS, the Metropolitan Transportation Commission (MTC) requires Bay Area transit agencies to prepare and submit a Short Range Transit Plan (SRTP) to comply with Federal Transit Administration (FTA) and MTC regulatory requirements to implement and inform the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP) and to remain qualified for federal and State funding; and

WHEREAS, the Eastern Contra Costa Transit Authority (ECCTA) Board of Directors approved ECCTA's SRTP for FY20-FY29 during its August 26, 2020 meeting; and

WHEREAS, ECCTA's approved SRTP for FY20-FY29 was submitted to MTC; and

WHEREAS, during the March 24, 2021 meeting, the ECCTA Board of Directors adopted resolution #210324D affirming ECCTA's support for the East Contra Costa County DPMT Feasibility Study findings and authorizing the Chief Executive Officer to enter into discussions with other project partners and stakeholders to further advance development of a PDA to support the project; and

WHEREAS, those discussions have been occurring and, to assure access to all funding options, it is desired to add the dynamic personal micro transit project to the list of Tri Delta Transit's unfunded projects.

WHEREAS, the ECCTA SRTP addresses all MTC SRTP requirements; and

WHEREAS, the ECCTA SRTP is consistent with all other recent and ongoing ECCTA transit planning efforts,

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Eastern Contra Costa Transit Authority approves the update to ECCTA's SRTP for FY20-FY29.

PASSED AND ADOPTED THIS 22nd day of September 2021, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Ken Gray, Chair

Jeanne Krieg, Chief Executive Officer

AYES: _____
NOES: _____
ABSENT: _____
ABSECTIONS: _____

TAB 4

Agenda Item #7b

**ACTION ITEM: Vaccination Requirement for ECCTA Employees and Contract
Employees**

Board of Directors Meeting

Wednesday September 22, 2021

**ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509**

Staff Report to ECCTA Board of Directors

Meeting Date: September 22, 2021
Agenda Item: Vaccination Requirement for ECCTA Employees and Contract Employees - Agenda Item #7b
Lead Staff: Jeanne Krieg, Chief Executive Officer 

Staff is requesting action by the ECCTA Board of Directors regarding Covid-19 vaccination requirements for ECCTA employees as well as contract employees who operate the service (currently First Transit).

Considerations

- Covid-19 vaccinations are available to anyone aged 12 and older.
- On July 27, 2021, CDC released updated guidance on the need for urgently increasing Covid-19 vaccination coverage and a recommendation for everyone in areas of substantial or high transmission to wear a mask in public indoor places, even if they are fully vaccinated. CDC issued this new guidance due to several concerning developments and newly emerging data signals.
- On September 9, 2021, the President signed an executive order requiring all Federal government employees be vaccinated against Covid-19, with no option of being regularly tested to opt out. The President also signed an executive order directing the same standard be extended to employees of contractors who do business with the federal government. The only exceptions are for those with disabilities or verifiable religious reasons.

Additionally, he directed the Labor Department to draft a new emergency rule requiring all businesses with 100 or more employees to ensure all their workers are either vaccinated or tested once a week. Companies could face thousands of dollars in fines per employee if they don't comply. The standard was a "minimum," and some companies may choose to go further, mandating the vaccine instead of offering a test-out alternative.

- Many transit agencies are moving toward requiring their employees and their contract employees to get vaccinated.

Agenda Item #7b
*Eastern Contra Costa Transit Authority
Board of Directors Meeting
September 22, 2021*

Options

New employees (including contracted First Transit employees) who begin after September 30:

Option	
1	Proof of full vaccination required
2	Proof of full vaccination or weekly testing at employee's expense and on employee's personal time
3	Proof of full vaccination or weekly testing at employer's expense and on employee's paid time
4	Encourage vaccination but not require it*

Current employees (including contracted First Transit employees):

Option	
1	Proof of full vaccination required by December 1 st or December 15 th or January 1 st or ??
2	Proof of full vaccination or weekly testing at employee's expense and on employee's personal time beginning on a designated date to be determined by the Board of Directors
3	Proof of full vaccination or weekly testing at employer's expense and on employee's paid time beginning on a designated date to be determined by the Board of Directors
4	Encourage vaccination but not require it*

* Depending on executive order clarification, this might not be an option.

- Given the availability of fake vaccination cards, staff is investigating ways to confirm the validity of a vaccination card, if a vaccination will be a requirement of employment.
- Verifiable medical and religious exemptions will be determined on an individual basis using guidelines provided by the executive order.

Requested Action

Discuss the options and approve a plan regarding vaccination requirements for employees and contract employees.

TAB 5

Agenda Item #7c
ACTION ITEM: ECCTA Safety Plan

Resolution #210922B

Board of Directors Meeting

Wednesday September 22, 2021

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: September 22, 2021
Agenda Item: ECCTA Safety Plan- Agenda Item #7c
Lead Staff: Tania Babcock, SMS Executive
Approved: Jeanne Krieg, Chief Executive Officer



Background

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule (49 CFR Part 673), which requires certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS).

The PTASP rule became effective on July 19, 2019. Transit operators were originally required to certify they have a safety plan in place meeting the requirements of the rule by July 20, 2020, but due to the COVID-19 pandemic, the FTA extended the compliance deadline to December 31, 2020, and then extended the deadline again to July 20, 2021. ECCTA developed its initial plan in 2019. The plan must be reviewed, updated as needed, and certified annually.

At the annual review, ECCTA made minor updates to the plan. The Tri Delta Watch app was added as an additional Employee Safety Reporting Program and ECCTA's organizational chart was updated.

The Safety Management Policy Statement is the SMS component that frames the fundamentals upon which ECCTA operates its SMS and must be communicated throughout the organization and to the Board of Directors.

ECCTA's Safety Management Policy Statement

The management of safety is a top priority for Eastern Contra Costa Transit Authority (ECCTA). ECCTA is committed to developing, implementing, maintaining and constantly improving processes to ensure that all our transit service delivery activities take place under a balanced allocation of organizational resources, aimed at achieving the highest level of safety performance and meeting established standards.

All levels of management and all employees are accountable for the delivery of this highest level of safety performance, starting with the Chief Executive Officer (CEO).

ECCTA's commitment is to:

- Support the management of safety through the provision of appropriate resources that will result in an organizational culture that fosters safe practices, encourages effective employee safety reporting and communication, and actively manages safety with the same attention to results as that given to the other management systems of the organization;
- Integrate the management of safety among the primary responsibilities of all managers and employees;
- Clearly define for all staff, managers, employees and contractors alike, their accountabilities and responsibilities for the delivery of the organization's safety performance and the performance of our safety management system;
- Establish and operate hazard identification and analysis, and safety risk evaluation activities, including an employee safety reporting program as a fundamental source for safety concerns and hazard identification, in order to eliminate or mitigate the safety risks of the consequences of hazards resulting from our operations or activities to a point which is consistent with our acceptable level of safety performance;
- Ensure that no action will be taken against any employee who discloses a safety concern through the employee safety reporting program, unless disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures;
- Comply with and, wherever possible, exceed legislative and regulatory requirements and standards;
- Ensure that sufficiently skilled and trained human resources are available to implement safety management processes;
- Ensure that all staff are provided with adequate and appropriate safety-related information and training, are competent in safety management matters, and are allocated only tasks commensurate with their skills;
- Establish and measure ECCTA's safety performance against realistic and data-driven safety performance targets; and
- Ensure externally supplied systems and services to support operations are delivered meeting our safety performance standards

The proposed Eastern Contra Costa Transit Authority (Tri Delta Transit) Safety Plan is included in Appendix A.

Requested Action

Approve Resolution #210922B accepting ECCTA's updated Safety Plan.

Agenda Item #7c
*Eastern Contra Costa Transit Authority
Board of Directors Meeting
September 22, 2021*



TRI DELTA TRANSIT

Eastern Contra Costa Transit Authority
801 Wilbur Avenue • Antioch, California 94509
Phone 925.754.6622 Fax 925.757.2530

RESOLUTION #210922B EASTERN CONTRA COSTA TRANSIT AUTHORITY (TRI DELTA TRANSIT) SAFETY PLAN

Resolution #210922B accepts Eastern Contra Costa Transit Authority’s Updated Safety Plan.

WHEREAS, in accordance with the Federal Transit Administration’s Public Transportation Agency Safety Plan (PTASP) Final Rule (49 CFR Part 673), which became effective on July 19, 2019; and

WHEREAS, the PTASP compliance deadline was extended from July 20, 2020 to December 31, 2020, and then extended again to July 20, 2021; and

WHEREAS, the rule applies to all operators of public transportation systems that are recipients and sub-recipients of federal financial assistance under the Urbanized Area Formula Program (49 USC § 5307); and

WHEREAS, Eastern Contra Costa Transit Authority (ECCTA) is a recipient of federal financial assistance under the Urbanized Area Formula Program (49 USC § 5307); and

WHEREAS, ECCTA developed its initial Safety Plan in 2019 and is required to review, update as needed, and certify the safety plan annually; and

WHEREAS, ECCTA made minor updates to the safety plan at the annual review; and

WHEREAS, ECCTA is required to communicate the Safety Management Policy Statement throughout the organization and to communicate the statement to the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #210922B accepting ECCTA’s updated Safety Plan.

PASSED AND ADOPTED THIS 22nd day of September, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Ken Gray, Chair

Jeanne Krieg, CEO

AYES: _____
NOES: _____
ABSENT: _____
ABSTENTIONS: _____