



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 January 25, 2023

4:00pm

Eastern Contra Costa Transit Authority Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Available online: www.trideltatransit.com

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 Anissa Williams
 - 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 the last page of this agenda.

4. **Chair's Report:** Chair Anissa Williams

5. **Consent Calendar (ACTION ITEM):** Minutes and Financial Report
(see attachment: tab #1)

- a. Minutes of the Board of Directors meeting of December 14, 2022
- b. Financial Report
- c. Marketing and Customer Service Activities Report

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

6. **CEO's Report:** Rashidi Barnes

- a. **Operations Report** (see attachment: tab #2)

Board of Directors:

City of Antioch

Lamar Thorpe **

Monica Wilson

City of Brentwood

Joel Bryant

Tony Oerlemans

City of Oakley

Shannon Shaw

Anissa Williams *

City of Pittsburg

Dionne Adams

Shanelle Scales-Preston

Contra Costa County

Diane Burgis

Federal Glover

Member-at-Large

Merl Craft

* Chair: FY 2022-23

** Vice-chair: FY 2022-23

**Board of Directors Meeting Agenda
Wednesday January 25, 2023**

7. ACTION and DISCUSSION ITEMS

- a. ACTION ITEM: ECCTA Board Director-at-Large Confirmation**
(see attachment: tab #3)

Requested Action: Adopt Resolution #230125A confirming the appointment of Merl Craft to the position of Director-at-Large and Sue Higgins as the Director-at-Large Alternate for the term January 1, 2023 -- December 31, 2024.

- b. DISCUSSION ITEM: Transit App Update**
(see attachment: tab #4)

No Action Requested

- c. DISCUSSION ITEM: Tri MyRide Service Update**
(see attachment: tab #5)

No Action Requested

- d. ACTION ITEM: FY 21/22 Independent Auditor's Report**
(see attachment: tab #6)

Requested Action: Adopt Resolution #230125B accepting the Independent Auditor's Report for the year ended June 30, 2022.

- e. DISCUSSION ITEM: Emergency Operations Center Bus**
(see attachment: tab #7)

No Action Requested

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: February 22, 2023 at 4:00pm, 801 Wilbur Avenue, Antioch, CA 94509.

**Board of Directors Meeting Agenda
Wednesday January 25, 2023**

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 January 25, 2023

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

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

MINUTES

December 14, 2022

The Eastern Contra Costa Transit Authority (ECCTA) meeting was called to order in the ECCTA Board Room, 801 Wilbur Avenue, Antioch, California by Chair Williams at 4:02 P.M.

ROLL CALL / CALL TO ORDER

BOARDMEMBERS

PRESENT: Diane Burgis (Contra Costa County); Merl Craft (Pittsburg); Federal Glover (Contra Costa County)*; Ken Gray (Director-at Large); Barbara Guise (Brentwood); Sue Higgins (Oakley); Shanelle Scales-Preston (Pittsburg)*; Lamar Thorpe (Antioch)*; Monica Wilson (Antioch); and Anissa Williams (Oakley/Chair)

*Arrived after Roll Call

ABSENT: Joel Bryant (Brentwood)

STAFF PRESENT: Rashidi Barnes, Chief Executive Officer (CEO)
Jeanne Krieg, CEO Transition Officer
Toan Tran, Chief Operating Officer (COO)
Steve Ponte, COO Transition Officer
Eli Flushman, General Counsel
Joe Chappelle, Manager of Administrative Services
DeAnna Perry, Manager of Accessible Services
Irene Schaefer, Receptionist
Martha Rojas, Accounts Receivable Associate
Setsuko Silva, Accounts Payable Associate

OTHERS

PRESENT: Yvette McNeese, First Transit General Manager
Myeisha Williams, First Transit Assistant General Manager
Hosie Pintily, First Transit Safety Manager
Michael Daugelli, Alternate
Shannon Shaw
Kevin Romick

PLEDGE OF ALLEGIANCE

Chair Williams led the Pledge of Allegiance.

PUBLIC COMMENT

Michael Daugelli stated that he felt it was a mistake to meet in public, in person as COVID-19 may get worse in the winter and in the spring. Mr. Daugelli also stated that Tri MyRide and paratransit were working out very well for him and he appreciated Tri Delta Transit.

CHAIR'S REPORT

There was no Chair's Report.

CONSENT CALENDAR

On motion by Director Wilson, seconded by Director Craft, ECCTA Board members adopted the Consent Calendar, as follows, which carried by the following Roll Call vote:

- A. Minutes of the Board of Directors meeting of October 26, 2022
- B. Financial Report
- C. Marketing and Customer Service Activities Report

AYES: Burgis, Craft, Glover, Guise, Gray, Higgins, Wilson, Williams

NOES: None

ABSTAIN: None

ABSENT: Bryant, Scales-Preston, Thorpe

CHIEF EXECUTIVE OFFICER'S REPORT

- A. Operations Report

Chief Executive Officer Rashidi Barnes reported on the Regional Network Management Council and an upcoming meeting on January 12 that Chair Williams and Vice-Chair Thorpe (alternate Director Burgis) were selected by the Board to attend.

Mr. Barnes stated that the small operators in the region and CCTA participated in a meeting hosted by MTC regarding potential funding to the Contra Costa County BART bus feeder service. The next steps were to meet with BART Board Chair Bob Powers. Director Burgis requested talking points.

Mr. Barnes recognized Irene Schaefer, Tri Delta Transit's Receptionist, for 24 years of service and Setsuko Silva, Tri Delta Transit's Accounts Payable Associate, for 21 years of service; and welcomed Toan Tran, Tri Delta Transit's new Chief Operating Officer.

ACTION AND DISCUSSION ITEMS

A. Meeting Schedule

CEO Rashidi Barnes discussed that the regularly scheduled Board of Directors meeting is held the fourth Wednesday of each month at 4pm. The Board Chair has the authority to cancel or re-schedule any Board meetings if there is a lack of pressing agenda items or extenuating circumstances exist. The Board of Directors combined the November and December meetings to avoid the holidays in November and December over the past several years.

On motion by Director Scales-Preston, seconded by Director Burgis, ECCTA Board members approved combining the November and December 2023 board meetings and conducting that meeting on December 13, 2023, carried by the following Roll Call vote:

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

B. Preservation of and Continued Access to Certain Funds

CEO Rashidi Barnes reported that Contra Costa Transportation Authority (CCTA) provided County Connection, ECCTA and WestCat with a copy of a proposed framework for a Coordinated Entity (CE) and informed the operators that CCTA has been working on being designated as a Consolidated Transportation Services Agency (CTSA) making them eligible for Transportation Development Act (TDA) 4.5, State Transit Assistance (STA) Revenue and Measure J funds.

Mr. Barnes recommended the Board of Directors take a position that supports the development of a Contra Costa County CE and opposes CCTA being designated as a CTSA, unless such designation does not imperil access to the TDA, STA and Measure J funds that support the three Contra Costa County public transit operators.

After discussion by Board members, on motion by Director Scales-Preston, seconded by Director Burgis, ECCTA Board members approved Resolution #221214A for the preservation of and continued access to certain funds, carried by the following Roll Call vote:

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

C. Inductive Charger Construction and Installation

COO Transition Officer Steve Ponte discussed that ECCTA is required to go zero-emission by the year 2040. ECCTA will split its fleet and has already started the process for the hydrogen fueling station.

The first stage of this project will include the infrastructure for the inductive charging system. ECCTA will purchase the chargers in the future.

This is a sole source agreement because County Connection also uses inductive charging and ECCTA and County Connection will be able to share resources if needed.

On motion by Director Wilson, seconded by Director Scales-Preston, ECCTA Board members adopted Resolution #221214B authorizing ECCTA's CEO to sign a contract to design, construct, and install the WAVE inductive charger infrastructure for an amount not to exceed \$1,450,000, which includes a 10% contingency, carried by the following Roll Call vote:

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

D. Member-at-Large Interviews & Possible Selection

CEO Transition Officer Jeanne Krieg discussed that the ten Board members appointed by the member jurisdictions elect a Member-at-Large so there is an odd number of Board members. The Member-at-Large position is a two-year term that begins in January 2023 and there is no limit to the number of terms that a Member-at-Large may serve.

Each Member-at-Large candidate was given a chance to introduce themselves and answer questions from the Board members for ten minutes. Candidates included Kevin Romick, Merl Craft and Sue Higgins.

Director Craft and Director Higgins were not permitted to vote on the Member-at-Large selection because both were candidates.

On motion by Director Scales-Preston, seconded by Director Thorpe, ECCTA Board members voted to select Merl Craft as the ECCTA Board of Directors Member-at-Large and Sue Higgins as the ECCTA Board of Directors Member-at-Large Alternate for a two-year term beginning January 1, 2023, carried by the following Roll Call vote:

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

CLOSED SESSION
CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

A closed session was held for Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (One potential case).

RECONVENE TO OPEN SESSION

After the closed session, the Board reconvened to open session to report actions taken during the closed session. General Counsel Eli Flushman reported that Board members met in closed session to discuss the exposure to litigation on agenda item 8 for anticipated litigation, which there was one potential case, and there was nothing to report.

BOARD OF DIRECTORS COMMENTS

Director Craft thanked the Board and wished everyone happy holidays.

Director Gray stated he had been on the Board for ten years and thanked Steve and Jeanne.

The Board thanked Director Gray for his service.

ADJOURNMENT

The meeting of the Eastern Contra Costa Transit Authority adjourned at 5:14 P.M. to January 25, 2023 at 4:00 P.M. in the ECCTA Administration Facility, 801 Wilbur Avenue, Antioch, California.

Respectfully submitted,

Tania Babcock
Executive Assistant

TRI DELTA TRANSIT
Income Statement - Comparison to Annual Budget
As of December 31, 2022
(unaudited)

| | YTD Actual | | | YTD Budget | | | YTD Variance <i>favorable/(unfavorable)</i> | | | FY23 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 | \$ 816,276 | \$ 489,482 | \$ 326,794 | \$ 845,000 | \$ 487,450 | \$ 357,550 | \$ (28,724) | \$ 2,032 | \$ (30,756) | \$ 1,739,509 | \$ 993,177 | \$ 746,332 | 47% | 49% | 44% |
| Other Income | \$ 310,927 | \$ 180,000 | \$ 130,927 | \$ 202,878 | \$ 102,000 | \$ 100,878 | \$ 108,049 | \$ 78,000 | \$ 30,049 | \$ 375,276 | \$ 170,000 | \$ 205,276 | 83% | 106% | 64% |
| <i>Total Operating Revenues:</i> | \$ 1,127,203 | \$ 669,482 | \$ 457,721 | \$ 1,047,878 | \$ 589,450 | \$ 458,428 | \$ 79,325 | \$ 80,032 | \$ (707) | \$ 2,114,785 | \$ 1,163,177 | \$ 951,608 | 53% | 58% | 48% |
| OPERATING EXPENSES | | | | | | | | | | | | | | | |
| Purchased Transportation | \$ 9,227,125 | \$ 6,346,900 | \$ 2,880,225 | \$ 8,938,598 | \$ 5,901,411 | \$ 3,037,187 | \$ (288,527) | \$ (445,489) | \$ 156,962 | \$ 18,473,766 | \$ 12,170,311 | \$ 6,303,455 | 50% | 52% | 46% |
| Materials and Supplies | \$ 2,510,669 | \$ 2,080,918 | \$ 449,751 | \$ 2,182,447 | \$ 1,710,290 | \$ 472,157 | \$ (328,222) | \$ (350,628) | \$ 22,406 | \$ 4,525,155 | \$ 3,539,658 | \$ 985,499 | 55% | 58% | 46% |
| Salaries & Benefits | \$ 2,867,091 | \$ 2,538,627 | \$ 328,464 | \$ 3,074,256 | \$ 2,773,962 | \$ 300,294 | \$ 207,165 | \$ 235,335 | \$ (28,170) | \$ 6,148,512 | \$ 5,547,924 | \$ 600,588 | 47% | 46% | 55% |
| Services | \$ 576,240 | \$ 419,634 | \$ 156,606 | \$ 477,993 | \$ 347,746 | \$ 130,247 | \$ (98,247) | \$ (71,888) | \$ (26,359) | \$ 1,036,006 | \$ 804,950 | \$ 231,056 | 56% | 52% | 68% |
| Other | \$ 200,751 | \$ 170,848 | \$ 29,903 | \$ 244,550 | \$ 212,197 | \$ 32,353 | \$ 43,799 | \$ 41,349 | \$ 2,450 | \$ 401,444 | \$ 347,420 | \$ 54,024 | 50% | 49% | 55% |
| Casualty and liability insurance | \$ 339,550 | \$ 292,265 | \$ 47,285 | \$ 334,998 | \$ 296,280 | \$ 38,718 | \$ (4,552) | \$ 4,015 | \$ (8,567) | \$ 670,003 | \$ 592,568 | \$ 77,437 | 51% | 49% | 61% |
| Utilities | \$ 120,215 | \$ 102,606 | \$ 17,609 | \$ 118,183 | \$ 105,150 | \$ 13,033 | \$ (2,032) | \$ 2,544 | \$ (4,576) | \$ 219,781 | \$ 194,424 | \$ 25,357 | 55% | 53% | 69% |
| Taxes | \$ 9,529 | \$ 7,348 | \$ 2,181 | \$ 12,078 | \$ 9,806 | \$ 2,272 | \$ 2,549 | \$ 2,458 | \$ 91 | \$ 23,018 | \$ 18,604 | \$ 4,414 | 41% | 39% | 49% |
| <i>Total Operating Expenses:</i> | \$ 15,851,170 | \$ 11,939,146 | \$ 3,912,024 | \$ 15,383,103 | \$ 11,356,842 | \$ 4,026,261 | \$ (468,067) | \$ (582,304) | \$ 114,237 | \$ 31,497,685 | \$ 23,215,855 | \$ 8,281,830 | 50% | 51% | 47% |
| NON-OPERATING REV | | | | | | | | | | | | | | | |
| Federal Funds | \$ 4,336,008 | \$ 2,312,135 | \$ 2,023,873 | \$ 2,180,586 | \$ 1,265,796 | \$ 914,790 | \$ 2,155,422 | \$ 1,046,339 | \$ 1,109,083 | \$ 4,361,172 | \$ 2,531,592 | \$ 1,829,580 | 99% | | 111% |
| State Funds | \$ 7,722,875 | \$ 6,442,882 | \$ 1,279,993 | \$ 10,400,249 | \$ 8,355,408 | \$ 2,044,841 | \$ (2,677,374) | \$ (1,912,526) | \$ (764,848) | \$ 21,512,953 | \$ 17,228,711 | \$ 4,284,242 | 36% | 37% | 30% |
| Local Funds | \$ 1,053,044 | \$ 376,897 | \$ 676,147 | \$ 1,047,138 | \$ 439,938 | \$ 607,200 | \$ 5,906 | \$ (63,041) | \$ 68,947 | \$ 2,094,279 | \$ 879,879 | \$ 1,214,400 | 50% | 43% | 56% |
| Inter-Operator Agreements | \$ - | \$ - | \$ - | \$ 702,248 | \$ 702,248 | \$ - | \$ (702,248) | \$ (702,248) | \$ - | \$ 1,404,496 | \$ 1,404,496 | \$ - | | | n/a |
| Interest & Other Misc Income | \$ 5,812 | \$ 5,071 | \$ 741 | \$ 5,004 | \$ 4,002 | \$ 1,002 | \$ 808 | \$ 1,069 | \$ (261) | \$ 10,000 | \$ 8,000 | \$ 2,000 | 58% | 63% | 37% |
| <i>Total Non-operating Revenues:</i> | \$ 13,117,739 | \$ 9,136,985 | \$ 3,980,754 | \$ 14,335,225 | \$ 10,767,392 | \$ 3,567,833 | \$ (1,217,486) | \$ (1,630,407) | \$ 412,921 | \$ 29,382,900 | \$ 22,052,678 | \$ 7,330,222 | 45% | 41% | 54% |
| EXCESS REV/(EXP) | \$ (1,606,228) | \$ (2,132,679) | \$ 526,451 | \$ - | \$ - | \$ - | \$ (1,606,228) | \$ (2,132,679) | \$ 526,451 | \$ - | \$ - | \$ - | | | |

Agenda item #5b
Eastern Contra Costa Transit Authority
Board of Directors Meeting
January 25, 2023

Staff Report to ECCTA Board of Directors

Meeting Date: January 25, 2023
Agenda Item: Marketing/Communications Activities – Agenda Item #5c
Lead Staff: Leeann Loroño, Manager of Customer Service and Marketing
Approved: Rashidi Barnes, Chief Executive Officer



Tri Delta Transit strives to provide top notch service to our customers and the community, as well as communicate the pivotal role Tri Delta Transit plays in the community. Here are some projects Marketing has been working on.

| | |
|--|--|
|  | <p>Holiday Season</p> |
|  <p>Wishing the communities we serve a HAPPY NEW YEAR 2023 Without our passengers there would not be a Tri Delta Transit. Thank you for riding. We look forward to a great 2023!</p> | <p>Tri Delta Transit ended the year strong with alert messages on holiday service, weather warnings, wishing our riders Happy Holidays, a great holiday party - plus our annual toy drive.</p> <p>Our Tri Delta Transit sleigh going to Benioff Children’s Hospital Oakland was full. Thank you to all who donated to put smiles on so many faces.</p> |

MAKE A NEW YEAR'S RESOLUTION TO RIDE TRANSIT!

Any form of public transportation will:

- Save money
- Alleviate the stress of traffic
- Relieve parking troubles
- Give you time to do all kinds of things while riding
- Take you where you want to go
- Be kinder to our planet

MAKE THE CHANGE IN 2023
WWW.TRIDELTATRANSIT.COM

TRIDELTA TRANSIT

TRIDELTATRANSIT

trideltatransit
New Year's Resolution #1: Save Money

Have this on your list of resolutions? Public transportation can help you with that. Riding transit costs less than a tank of gas and saves you maintenance costs as well. Plus, you can save even more with Clipper and other Bay Area programs.

January Marketing Campaign

Focusing on promoting ridership, January's campaign is 'Make a New Year's Resolution to Ride Transit'.

The monthly campaign covers each item as a resolution and how Tri Delta Transit helps you meet your resolution goals of:

- Saving money
- Alleviating stress
- Relieving parking troubles
- Having time to do all kinds of things
- Going where you want to go
- Being kinder to the planet

With ridership as the focus, marketing is moving into working collaboratively with partner transit agencies and is spearheading some programs like billboards, human trafficking programs, joint marketing and more.

GET CONNECTED, STAY CONNECTED to **TRIDELTA TRANSIT**

| | | | |
|---|---|---|--|
| <p>Receive ALERTS on Social Media (detours and more)</p> <p>SCAN ME</p> | <p>For news & info on Social Media</p> <p>SCAN ME</p> | <p>To download the Transit app (real time arrival, trip planning)</p> <p>SCAN ME For My Transit</p> | <p>To download Tri Delta Watch app (report hazards, trash, issues and more)</p> <p>SCAN ME For Tri Delta's Watch</p> |
|---|---|---|--|

Expanding the Alert System

Tri Delta Transit's new alert system is gaining traction.

Signage will soon be placed on new shelters and bus stop poles informing riders how they can access these systems.

Marketing has also added the alert and app QR codes to the BART station kiosk graphics in our service areas.



Human Trafficking Awareness Month

On January 11th -
Wear blue to show solidarity and raise awareness.



LOVE NEVER FAILS



HELP STOP Human Trafficking

If you or someone you know is being forced to engage in any activity and cannot leave.....
to access help and services:

TEXT
233-733 (Be Free)

CALL
1-888-373-7888
National Human Trafficking Hotline
1-888-KEY-2-FRE (EDOM) or 1-888-539-2378
California Coalition to Abolish Slavery
1-844-249-2698
Love Never Fails (local agency)

Victims of slavery and human trafficking are protected under United States and California law

LOVE NEVER FAILS

What is considered Human Trafficking?
A PERSON FORCED TO ENGAGE IN commercial sex, housework, farm work, construction, factory, retail, restaurant work, or any other activity.

Text 233733 (BE FREE)
1-888-373-7888
Local 1-844-849-2698

TRIDELTA TRANSIT County Connection WESTCAT

Bus Operators Against Human Trafficking

January is Human Trafficking Awareness Month.

Last year, Tri Delta Transit attended the CALACT Fall conference session on human trafficking and learned how much transit is utilized in human trafficking.

Each year Tri Delta Transit uses our bus back program to advertise awareness for the local non-profit Love Never Fails. In order to further increase awareness, Tri Delta Transit is putting together an additional campaign of:

- Fliers on board buses with local and national numbers for a victim to call for assistance or the public or operator to call if there is suspicion of trafficking. (English and Spanish)
- Bus decals of these numbers to be on bus doors year-round. (English and Spanish)
- Social media campaign for education. (English and Spanish)
- Wallet information for operators to keep on hand.

Marketing is also working with County Connection and WestCAT in hopes of spreading the campaign across our connecting transit agencies.

Tri Delta Transit
6 days ago


The Contra Costa County Library is hosting its annual Noon Year's Eve at the Antioch Library and the Oakley library.

The Oakley Library's event on...
[Read more](#)



Transit Takes You Places

Marketing is continuing the campaign of Transit Takes You Places. Social media highlights local events in eastern Contra Costa County that our service goes to. The posts tell about the events and what routes or services, such as Tri MyRide, you can take there.

| | |
|---|---|
| Ongoing projects: | |
|  | <p>Website Redesign</p> <p>The RFP scope of work is in the final stage of development before being released. Marketing is excited to move through the process toward a new website that provides user friendly optimization, up to date graphics, advanced capabilities, and more.</p> |

SOCIAL MEDIA ANALYTICS

Following please find a brief summary of metrics for the Tri Delta Transit social media accounts.

| MAIN ACCOUNTS | MONTHS | | |
|-----------------------|---------------------|----------------------|----------------------|
| Followers | OCTOBER 2022 | NOVEMBER 2022 | DECEMBER 2022 |
| Facebook | 1.2K | 1.2K | 1.2k |
| Instagram | 869 | 874 | 881 |
| Twitter | 996 | 998 | 1,006 |
| LinkedIn *new account | 0 | 208 | 296 |

| NEW ALERT ACCOUNTS | MONTHS | |
|---------------------------|----------------------|----------------------|
| Followers | NOVEMBER 2022 | DECEMBER 2022 |
| Facebook | 6 | 12 |
| Instagram | 3 | 4 |
| Twitter | 3 | 4 |

- Started 11/16/2022. Advertising started 12/6/2022 and is building in frequency.

| TWITTER | MONTHS | |
|---------------------|---------------------|----------------------|
| | OCTOBER 2022 | NOVEMBER 2022 |
| Impressions | 6,724 | 10,200 |
| Engagement | 191 | 217 |
| Retweets | 19 | 23 |
| Likes | 55 | 25 |
| User Profile Clicks | 24 | 44 |

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

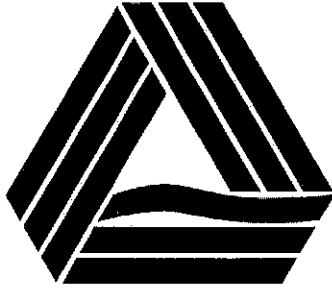
TAB 2

Agenda Item #6
CEO's Report

Board of Directors Meeting

Wednesday January 25, 2023

ECCTA Boardroom
801 Wilbur Avenue, Antioch, CA 94509



Chief Executive Officer's Report

January 2023

One Seat Ride Expansion

In December of 2022 the ATSP discussed the expansion of the One Seat Ride further into Western Contra Costa County. The new cities to be served will include El Sobrante, San Pablo, Richmond and El Cerrito. The extension will allow for County residents to travel to County funded services traditionally in the East Bay Paratransit service area. There is an expansion presentation in your packet.

Procurement

To be issued soon:

- RFP for Website Design
- Rental and Laundering of Uniforms for Mechanics

Around the Facility

- Installed a new informational display in lobby. As the public enters our lobby they will see a new digital monitor displaying ads, service changes and/or updates.
- Finalizing a program that will place QR Codes on all bus stop poles. The QR codes will be direct mobile device links to our service alerts and real time arrival and trip planning apps.
- Completed a CHP Audit.
- Replaced HVAC vents and added individual thermostats in each First Transit administration office to improve room temperature and individual comfort.

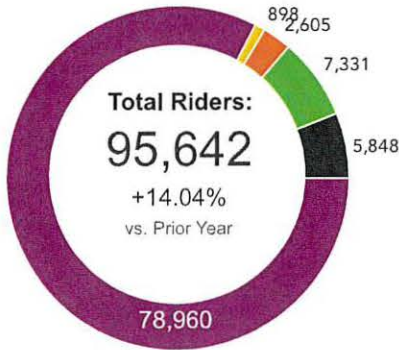
Operator Staffing Update

First Transit has done a good job with consistently bringing in and training new talent. Although we are almost fully staffed, fluctuations in COVID related cases are continually impacting our daily service.



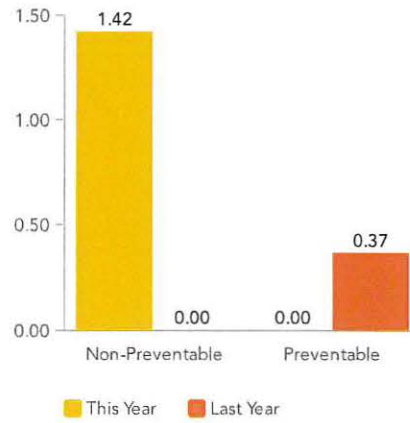
Performance Summary

Ridership

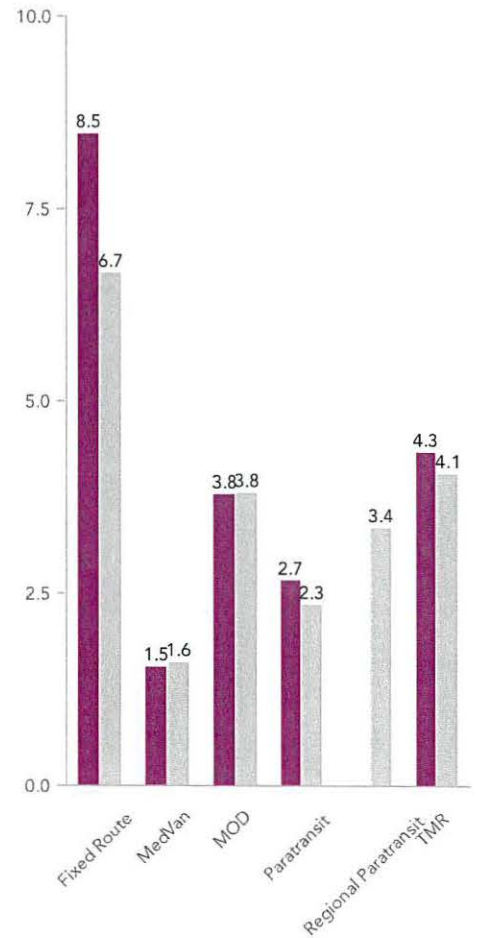


- Fixed Route
- MedVan
- MOD
- Paratransit
- TMR

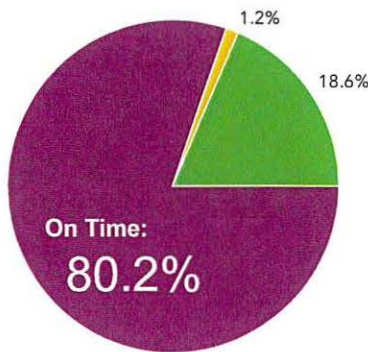
Accidents / 100K Miles



Passengers Per Revenue Hour

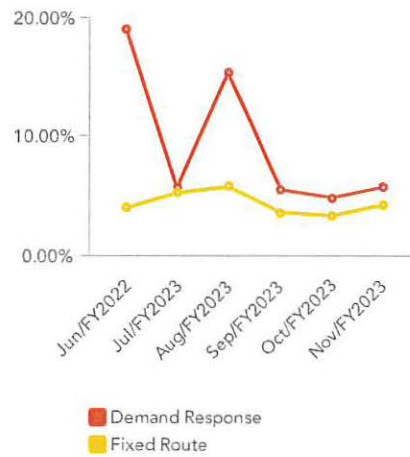


On Time Performance



- On Time
- Early
- Late

Cost Recovery Ratio



- This Year
- Last Year

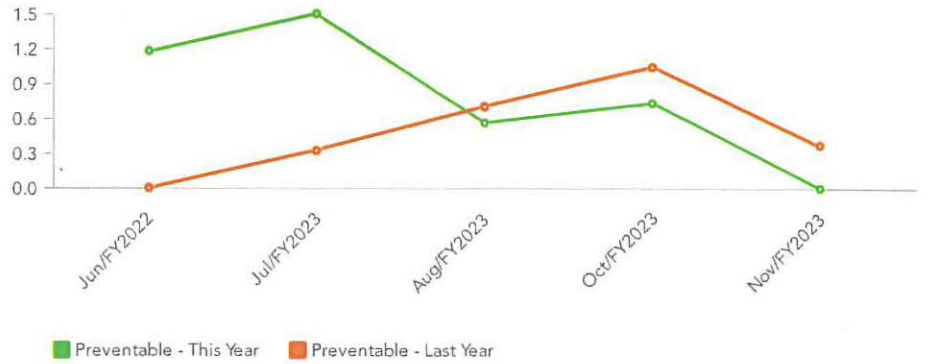
Safety Performance

Preventable Accident Report

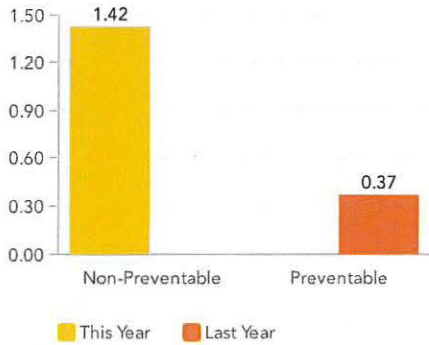
| | Accidents | Per 100,000 Miles |
|------------|-----------|-------------------|
| Jun/FY2022 | 3 | 1.18 |
| Jul/FY2023 | 5 | 1.50 |
| Aug/FY2023 | 2 | 0.56 |
| Oct/FY2023 | 2 | 0.73 |
| YTD 2022 | 1 | 0.37 |
| YTD Change | No data | |

Preventable Accidents Per 100,000 Miles

Last Six Months - System Wide

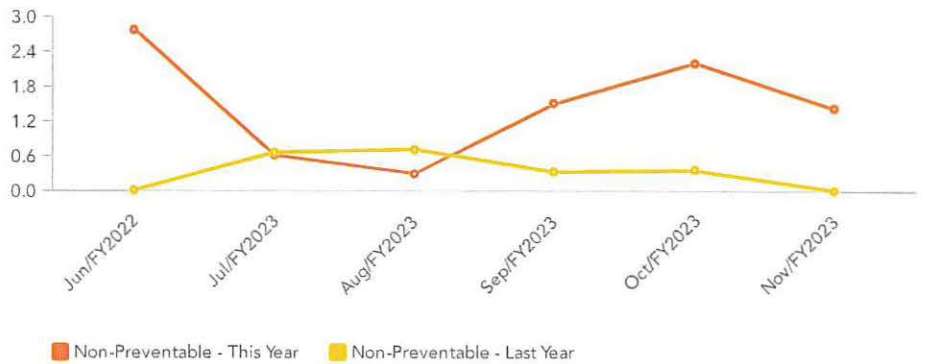


Year To Date - System Wide Accidents Per 100,000 Miles



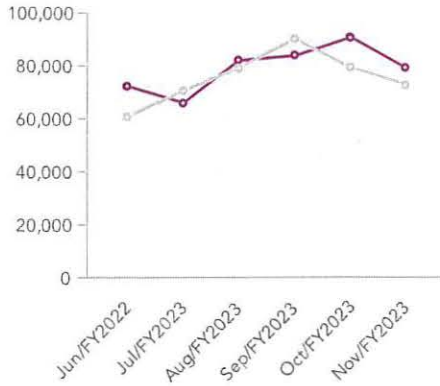
Non-Preventable Accidents Per 100,000 Miles

Last Six Months - System Wide



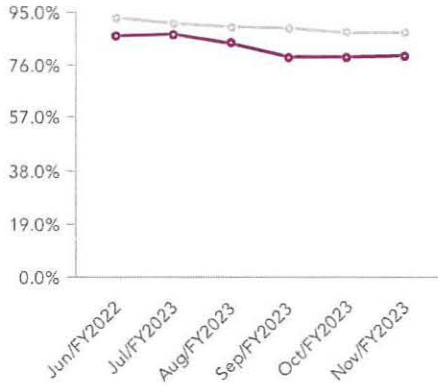
Fixed Route Performance

Total Ridership



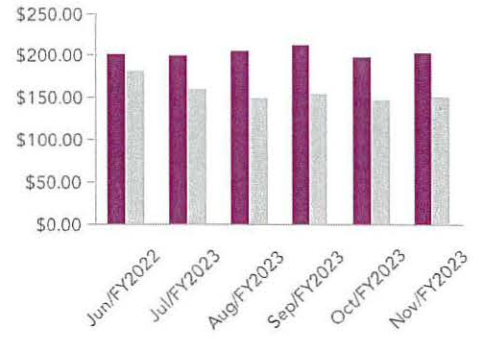
■ This Year ■ Last Year

On Time Performance



■ This Year ■ Last Year

Operating Cost Per Revenue Hour

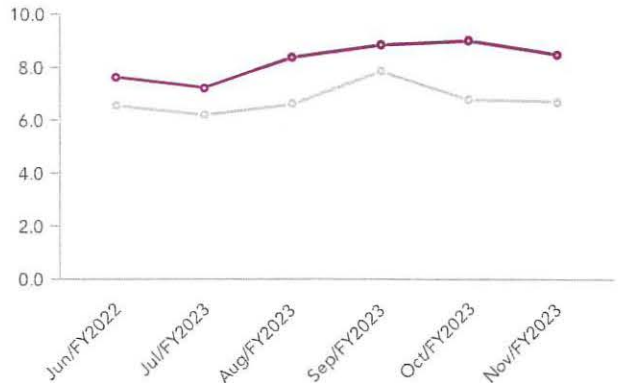


■ This Year ■ Last Year

YTD Report - Fixed Route

| Metric | This Year | Prior Year | % Change |
|---|-----------|------------|----------|
| Customer % of Trips On Time | 79.00 | 87.46 | -9.7% |
| Service Average Miles Between Roadcalls | 15,677.41 | 30,598.50 | -48.8% |
| Complaints Per 100k Riders | 29.13 | 41.44 | -29.7% |
| Ridership Per Rev. Hour | 8.46 | 6.66 | +27.0% |
| Financial Operating Costs Per Rev. Hour | 203.04 | 151.55 | +34.0% |
| Ridership Ridership | 78,960.00 | 72,392.00 | +9.1% |

Passengers Per Revenue Hour



■ This Year ■ Last Year

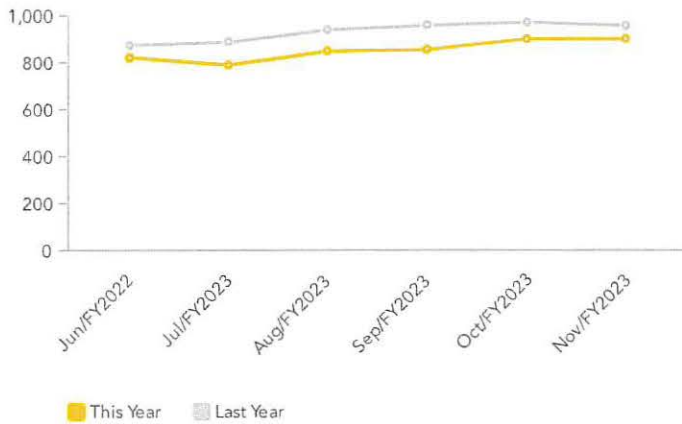
MedVan, Paratransit, and MOD Performance

YTD Report

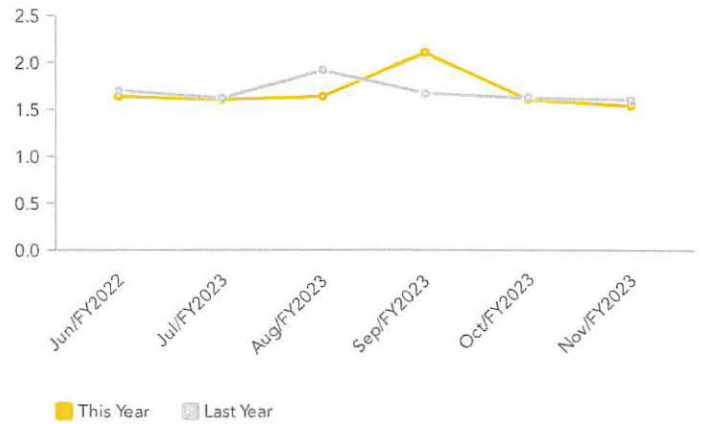
MedVan

| | Metric | This Year | Prior Year | % Change |
|-----------|-------------------------------|-----------|------------|----------|
| Customer | % of Trips On Time | 94.19 | 98.09 | -4.0% |
| Service | Complaints Per 100k Riders | 0.00 | 104.82 | -100.0% |
| | Ridership Per Rev. Hour | 1.54 | 1.59 | -3.1% |
| Financial | Operating Costs Per Rev. Hour | 137.14 | 103.03 | +33.1% |
| Ridership | Ridership | 898.00 | 954.00 | -5.9% |

Total Ridership



Passengers Per Revenue Hour

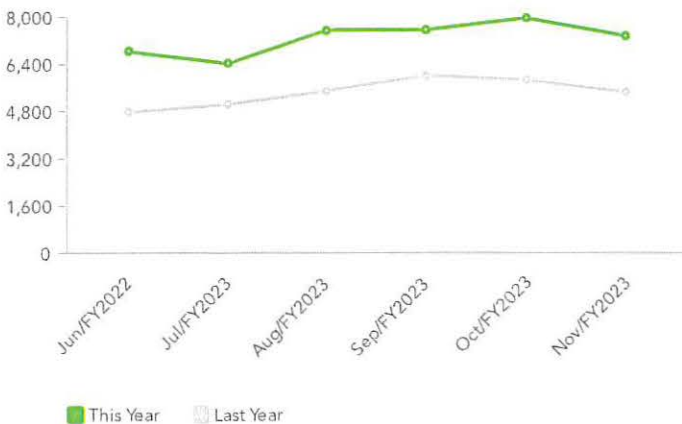


YTD Report

Paratransit

| | Metric | This Year | Prior Year | % Change |
|-----------|-------------------------------|-----------|------------|----------|
| Customer | % of Trips On Time | 84.42 | 96.61 | -12.6% |
| Service | Complaints Per 100k Riders | 95.48 | 128.98 | -26.0% |
| | Ridership Per Rev. Hour | 2.66 | 2.34 | +13.7% |
| Financial | Operating Costs Per Rev. Hour | 123.35 | 103.24 | +19.5% |
| Ridership | Ridership | 7,331.00 | 5,427.00 | +35.1% |

Total Ridership



Passengers Per Revenue Hour

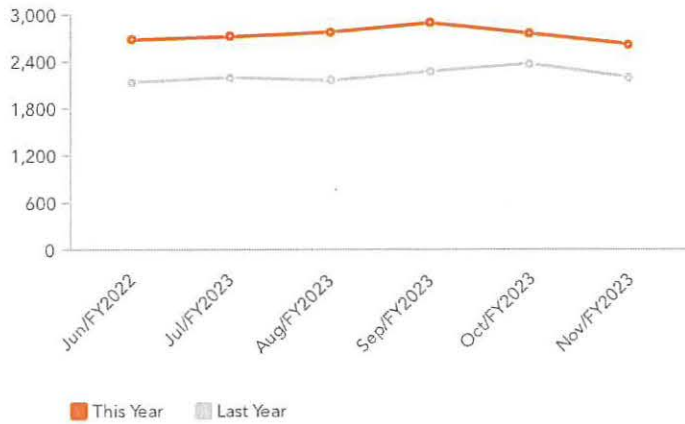


MOD

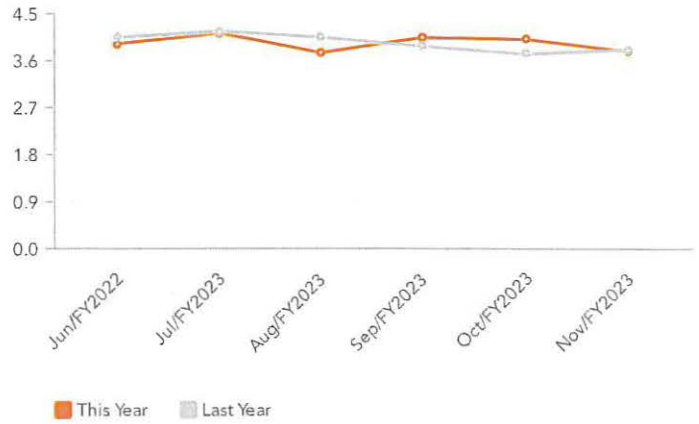
YTD Report

| | Metric | This Year | Prior Year | % Change |
|-----------|-------------------------------|-----------|------------|----------|
| Customer | Complaints Per 100k Riders | 0.00 | 45.87 | -100.0% |
| Service | Ridership Per Rev. Hour | 3.78 | 3.80 | -0.5% |
| Financial | Operating Costs Per Rev. Hour | 93.03 | 101.96 | -8.8% |
| Ridership | Ridership | 2,605.00 | 2,180.00 | +19.5% |

Total Ridership



Passengers Per Revenue Hour

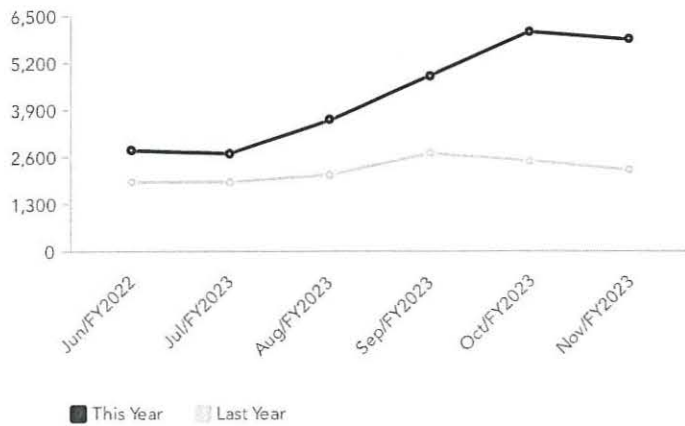


TMR

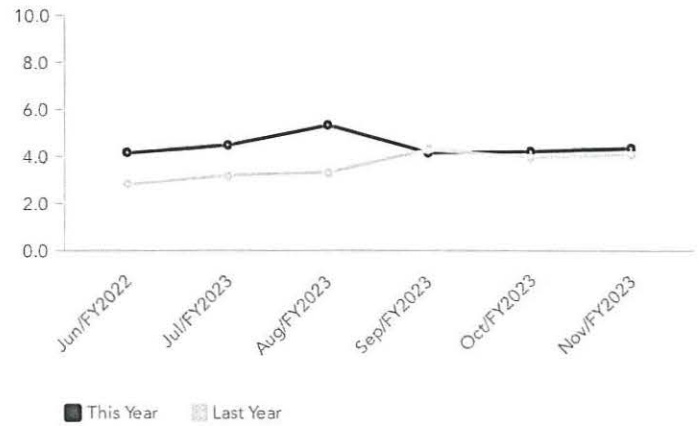
YTD Report

| | Metric | This Year | Prior Year | % Change |
|-----------|-------------------------------|-----------|------------|----------|
| Customer | Complaints Per 100k Riders | 0.00 | 44.86 | -100.0% |
| Service | Ridership Per Rev. Hour | 4.33 | 4.05 | +6.9% |
| Financial | Operating Costs Per Rev. Hour | 114.13 | 100.45 | +13.6% |
| Ridership | Ridership | 5,848.00 | 2,229.00 | +162.4% |

Total Ridership



Passengers Per Revenue Hour



TAB 3

Agenda Item #7a

ACTION ITEM: ECCTA Board Director-at-Large Confirmation

Resolution #230125A

Board of Directors Meeting

Wednesday January 25, 2023

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: January 25, 2023

Agenda Item: Confirmation of Merl Craft as the ECCTA Board Director-at-Large and Sue Higgins as the ECCTA Board Director-at-Large Alternate—Agenda Item #7a

Lead Staff: Rashidi Barnes, Chief Executive Officer



Background

The term for Ken Gray, the former ECCTA Director-at-Large, ended December 31, 2022. To select the next Director-at-Large, an ad hoc committee comprised of Chair Anissa Williams, Vice-chair Lamar Thorpe, and Director Federal Glover, was formed. Extensive outreach was conducted to solicit applications. The committee reviewed the four applications that were submitted by individuals interested in serving as the Director-at-Large. They committee decided to forward all four of the applicants to the full Board of Directors for an interview. One candidate withdrew her application.

During the December 14th meeting, the Board of Directors interviewed the three individuals who applied. The board selected Merl Craft as the Director-at-Large and Sue Higgins as the Director-at-Large Alternate.

Requested Action:

Adopt Resolution #230125A confirming the appointment of Merl Craft to the position of Director-at-Large and Sue Higgins as the Director-at-Large Alternate for the term January 1, 2023 – December 31, 2024.



TRI DELTA TRANSIT

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

RESOLUTION #230125A ECCTA BOARD DIRECTOR-AT-LARGE CONFIRMATION

Resolution #230125A confirms Merl Craft as the ECCTA Board Director-at-Large and Sue Higgins as the ECCTA Board Director-at-Large Alternate for the term January 1, 2023 – December 31, 2024

WHEREAS, the Eastern Contra Costa Transit Authority (ECCTA) is governed by an eleven-member Board of Directors; and

WHEREAS, the bylaws state that the ten directors appointed by the JPA members are to appoint one Director-at-Large.

WHEREAS, the bylaws state that there is no limit to the number of terms a Director may serve; and

WHEREAS, Ken Gray, the ECCTA Director-at-Large appointed to a term ending December 31, 2022 did not apply for reappointment; and

WHEREAS, extensive public outreach was conducted to solicit applications for the Member-at-Large position; and

WHEREAS, three applicants attended an interview session with the entire Board of Directors on December 14, 2022; and

WHEREAS, the Board of Directors voted and selected Merl Craft as the ECCTA Board Director-at-Large and Sue Higgins as the ECCTA Board Director-at-Large Alternate for the term January 1, 2023 – December 31, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #230125A confirming the appointment of Merl Craft as the ECCTA Board Director-at-Large and Sue Higgins as the ECCTA Board Director-at-Large Alternate for the term January 1, 2023 – December 31, 2024.

PASSED AND ADOPTED THIS 25th day of January 2023, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Anissa Williams, Chair

Rashidi Barnes, Chief Executive Officer

AYES: _____
NOES: _____

ABSENT: _____
ABSTENTIONS: _____

TAB 4

Agenda Item #7b

DISCUSSION ITEM: Transit App Update

Board of Directors Meeting

Wednesday January 25, 2023

ECCTA Boardroom


801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: January 25, 2023

Agenda Item: Transit App Update - Agenda Item #7b

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

Approved: Rashidi Barnes, Chief Executive Officer 

Background

ECCTA adopted the use of the app 'Transit' in February 2018. The goal was to provide a tool that helped make traveling easier and thereby increase the rider's experience. The Transit app allows riders to plan trips across multiple transportation modes, see real time arrival data, and receive alerts and announcements about Tri Delta Transit service.

The use of the app by riders has steadily grown to the level that in 2019 ECCTA expanded the partnership making the app free to riders and introduced a Tri Delta Transit branded version of the Transit app.

Recently, Transit has developed additional app features that are beneficial to riders, which have been introduced to riders. ECCTA staff continues to monitor the growth of the app usage and will continue to advertise additional trip planning features to our riders.

Requested Action

No action required.

TAB 5

Agenda Item #7c

DISCUSSION ITEM: Tri MyRide Service Update

Board of Directors Meeting

Wednesday January 25, 2023

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: January 25, 2023

Agenda Item: Tri MyRide Service Update – Agenda Item #7c

Lead Staff: Uriel Diaz, Manager of Planning and Grants

Approved: Rashidi Barnes, Chief Executive Officer



Background

In June 2019, Tri MyRide service began operations as a microtransit pilot project providing rides to the Antioch and Pittsburg/Bay Point BART stations. The service provides first/last mile trips to and from major transit hubs, retail, schools, medical appointments, and homes. Vehicle operation is supported by wheelchair lift-equipped vehicles.

The service was implemented permanently in June 2020 and a Tri MyRide branded smartphone application was launched. A call center option was also added to support users that did not have access to application-enabled smartphone devices. January 2022 saw the replacement of the four vehicles with eight new passenger shuttles in anticipation of service expansion. The expansion to include Bay Point and Oakley was launched to coincide with the System Redesign completed by Advanced Mobility Group in September 2022.

Following the expansion of the service into Bay Point and Oakley, additional review of trends in ridership and customer feedback led ECCTA to determine that Tri MyRide should include availability for weekend and holiday service, as well as offer peak-period additional coverage on weekdays.

Staff will provide additional information during the ECCTA Board Meeting.

TAB 6

Agenda Item #7d

ACTION ITEM: FY 21/22 Independent Auditor's Report


Resolution #230125B

Board of Directors Meeting

Wednesday January 25, 2023

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

Staff Report to ECCTA Board of Directors

Meeting Date: January 25, 2023
Agenda Item: Independent Auditor's Report for the year ended June 30, 2022 –
Agenda Item #7d
Lead Staff: Agustin Diaz, Chief Financial Officer
Approved: Rashidi Barnes, Chief Executive Officer 

Background

ECCTA is required to have an annual certified fiscal audit conducted by an outside independent firm. Per the contract between Brown Armstrong CPAs, an audit of the fiscal year ending June 30, 2022 was conducted.

Results

In the opinion of the auditor, the basic financial statements of the Authority present fairly, in all material respects, the respective financial position of the Authority as of June 30, 2022, and the respective changes in financial position and cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

The auditors did not identify any deficiencies in internal control that they consider to be material weaknesses.

Requested Action

Adopt Resolution #230125B accepting the Independent Auditor's Report for the year ended June 30, 2022.

Please see Appendix A—FY 21/22 Independent Auditor's Report:

- Basic Financial Statements
- Single Audit Report
- Reports to the Board of Directors



TRI DELTA TRANSIT

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

RESOLUTION #230125B INDEPENDENT AUDITOR'S REPORT

Resolution #230125B accepts the EASTERN CONTRA COSTA TRANSIT AUTHORITY Independent Auditor's Report for the year ended June 30, 2022.

WHEREAS, ECCTA is required by PUC 99245 to have an annual certified fiscal audit conducted by an outside entity; and

WHEREAS, the independent audit performed was designed to express an opinion on the FY 2022 financial statements and address current statutory and regulatory requirements in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and

WHEREAS, the Independent Auditor's Report for the year ended June 30, 2022 shows no deficiencies.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Eastern Contra Costa Transit Authority to adopt Resolution #230125B accepting the Independent Auditor's Report.

PASSED AND ADOPTED THIS 25th day of January 2023, by the following votes:

EASTERN CONTRA COSTA TRANSIT AUTHORITY

Anissa Williams, Chair

Rashidi Barnes, CEO

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

TAB 7

Agenda Item #7e

DISCUSSION ITEM: Emergency Operations Center Bus

Board of Directors Meeting

Wednesday January 25, 2023

ECCTA Boardroom

801 Wilbur Avenue, Antioch, CA 94509

Staff Report to ECCTA Board of Directors

Meeting Date: January 25, 2023

Agenda Item: Emergency Operations Center (EOC) Bus- Agenda Item #7e

Lead Staff: Steve Ponte, COO Transition Officer

Approved: Rashidi Barnes, Chief Executive Officer



Background

The board room became a designated EOC in 2010 as part of the MTC request to include all transit agencies in a regional transit emergency response team. MTC provided satellite phones and a white board that prints as a part of the original program and Tri Delta Transit participated in various emergency response exercises with Contra Costa County and MTC. Internally, as part of our strategy discussions, we developed a contingency plan for a situation when the building becomes uninhabitable. As a solution to our contingency plan we purchased a large storage container in 2010 with a plan to use it to store the EOC equipment. We purchased a tent in 2011 as the first step in a plan to operate the EOC if the board room became unusable. We set up the tent to make sure it was functional and sufficient. We realized that it was not a great plan because the tent did not keep the elements outside of the tent. Plan B was our next option which was using a soon-to-be retired MCI bus.

The benefits of using a retired bus allowed for us to remain mobile (so we can support our local jurisdictions if necessary) and work from a temperature-controlled area that is insulated from any could be harsh environmental elements. Phones, computers, seating, emergency supplies are all on the bus as well.

Additionally, the mobile EOC has regularly updated accounting, maintenance, and scheduling software installed on the computers. If our current operations building becomes uninhabitable, we can operate the full suite of Tri Delta Transit service from the bus.

Staff Request

No action required. Tour the EOC bus parked out front.