

**CITIZENS ADVISORY COMMITTEE (CAC)  
PENINSULA CORRIDOR JOINT POWERS BOARD (JPB)  
SAN MATEO COUNTY TRANSIT DISTRICT ADMINISTRATIVE BUILDING  
Bacciocco Auditorium, 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos CA 94070**

**MINUTES OF APRIL 20, 2022**

**MEMBERS PRESENT:** A. Brandt, P. Flautt (Vice Chair), R. Jaques (Alternate), L. Klein, R. Kutler (arrived 5:45pm), P. Leung, M. Pagee (Alternate), B. Shaw (Chair), JP. Torres, D. Tuzman

**MEMBERS ABSENT:** E. Shapiro

**STAFF PRESENT:** M. Bouchard, C. Harvey, A. Myles-Primakoff, J. Navarrete, D. Santoro, B. Thompson

Due to COVID-19, this meeting was conducted as a teleconference pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20, which suspends certain requirements of the Ralph M. Brown Act.

Vice Chair Patrick Flautt called the meeting to order at 5:40 p.m. and led the Pledge of Allegiance.

**INTRODUCTION OF THE INTERIM RAIL STAFF LIAISON, CHRIS HARVEY**

Michelle Bouchard, Acting Executive Director, introduced Chris Harvey, Manager, Rail Operations, as the interim rail staff liaison.

**APPROVAL OF MINUTES OF MARCH 16, 2022**

Motion/Second: Brandt / Leung  
Ayes: Flautt, Kutler, Torres, Tuzman  
Abstain: Klein, Shaw  
Absent: Shapiro

**PUBLIC COMMENT**

Jeff Carter, Millbrae, via Zoom Q&A, welcomed Mr. Chris Harvey as the rail staff liaison and looks forward to his insight to the committee.

**CHAIRPERSON'S REPORT**

Chair Brian Shaw requested staff to share the criteria Caltrain uses to determine when the mask mandate will be lifted. Mr. Chris Harvey responded that Caltrain will no longer require masks while on board the trains, however, strongly recommends wearing them, following the State Health Department and CDC guidelines.

**COMMITTEE COMMENTS**

Member Rosalind Kutler shared that MUNI continues their mask mandate due to crowding using equity measures.

Member Tuzman asked Chair Shaw whether he has been able to share his chairperson's report to the Board. Vice Chair Shaw confirmed that he was able to share this report last month. Member Tuzman then shared positive feedback regarding the marketing plan on the discounted fares. He then mentioned that the launch date for the new Caltrain website appears to have been delayed.

Member Adrian Brandt shared what he learned from the SMART transit listening sessions. He also shared details he found on a preliminary report regarding the Caltrain March 10<sup>th</sup> collision.

Member Kutler shared that she will be away in May and therefore this may be her last meeting since her term is set to expire, although she stated that she would like to continue serving on the Committee.

### **PUBLIC COMMENT**

Doug DeLong, via Zoom Q&A, commented on the Caltrain March collision and stated that more details will be uncovered when the full report is complete.

Jeff Carter, Millbrae, via Zoom Q&A, regarding the Caltrain March collision, asked why the maintenance high rail vehicles do not normally shunt the track.

### **PROPOSED CODE OF CONDUCT**

Anna Myles-Primakoff – Olson Remcho, LLP, presented the Proposed Code of Conduct presentation. The full presentation can be found on [caltrain.com](http://caltrain.com).

#### Committee Comments:

Member Brandt stated that the Code of Conduct appears to be significantly streamlined and straightforward and has no problems with it.

Chair Shaw asked to clarify that the Code of Conduct would apply to all meetings conducted by Caltrain. Ms. Anna Myles-Primakoff confirmed.

#### Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, asked whether the CAC will complete a roll call when voting instead of a voice vote for virtual meeting.

Drew, via Zoom Q&A, stated the code of conduct needs to clarify that it applies to board meetings, subcommittee meetings and advisory committee meetings. He then recommended removing the two-minute verbiage and instead state, as defined by the meeting rules. Lastly, he commented on sections 2a and section 2b4.

Member Brandt revised his previous comments on the March 10<sup>th</sup> incident in response to clarifying comments made by Drew. He also shared his comments regarding the two-minute verbiage and section 2a.

Chair Shaw addressed the concern regarding the two-minute verbiage and shared that there is discretion and stated that the CAC will continue to allow three minutes for public comment.

Ms. Anna Myles-Primakoff responded to the seating concern and stated that the public must sit in the designated seating area and that standing is permitted, however if they choose to stand, they cannot stand in the aisles and cannot sit in the aisles and cannot block the doorway.

Member Kutler suggested adding language regarding respect and more positive language to address behavior.

Member Larry Klein suggested the notice to the public, the agenda, to address the timing on public comment and suggested the Chair and Vice Chair work with staff to include verbiage.

### **FARE CHANGE POSTPONEMENT AND 2023 GO PASS PRICING**

Bruce Thompson, Business Intelligence Analyst, presented the Fare Change Postponement and 2023 Go Pass Pricing presentation. The full presentation can be found on [caltrain.com](http://caltrain.com).

#### Committee Comments:

Member David Tuzman asked for details regarding the postponement of the Clipper discount. Mr. Thompson stated that he is unable to provide details, however staff is looking at the overall Clipper strategy.

Member Brandt asked why there is a fixed schedule with the recent unknown ridership patterns instead of raising fares as appropriate based on the conditions as observed, going forward. Mr. Thompson responded that staff would like to remain flexible, and the structured plan allows for that.

Member Kutler asked about the Go Passes offered to low-income passengers and whether there are plans to market to that demographic once the program ends. Mr. Thompson stated the program will continue through 2023 and that another department is responsible for answering the second half of the question.

#### Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, suggested expanding the Go Pass program to part time workers and non-full-time workers, bringing back the 20-ride family ticket and having the raw data for tickets sold readily available to the public. Mr. Thompson responded to public comment.

### **STAFF REPORT UPDATE**

Chris Harvey, Manager, Rail Operations reported (The full report can be found on [caltrain.com](http://caltrain.com)):

#### **On-time Performance (OTP) –**

- **March:** The March 2022 OTP was 88.6% compared to 88.9% for March 2021.

- **Vehicle Strike** – A collision involving a train and on-track equipment occurred on March 10.
- **Trespasser Strikes** – There were two trespasser strikes on March 18 and March 21, one resulting in a fatality. The strike on the 18<sup>th</sup> was a fatality at Fair Oaks Lane, which caused 7 trains to be delayed and 1 train to be terminated. The strike on the 21<sup>st</sup> was a NON-fatality at Rengstorff Avenue, which caused 8 trains to be delayed.
- **Mechanical Delays** – In March 2022 there were 747 minutes of delay due to mechanical issues compared to 911 minutes in March 2021.
- **February:** The February 2022 OTP was 91.6% compared to 92.5% for February 2021.
  - **Vehicle Strike** – There was one vehicle strike on February 25, resulting in a fatality. There were 18 trains delayed and 1 train terminated.
  - **Trespasser Strikes** – There were two trespasser strikes on February 14 and 22, each of which resulted in a single fatality. The strike on the 14<sup>th</sup> was at Rengstorff Avenue, which caused 10 delayed trains and 1 train annulled. The strike on the 22<sup>nd</sup> was at Hayward Park, which caused 6 delayed trains.

Mr. Harvey mentioned that the train and equipment collision incident occurred on March 10<sup>th</sup> and stated that he is unable to provide further details due to the ongoing NTSB investigation. He then advised that the electrification construction work originally planned for March 14 has been postponed and that Caltrain will operate a temporary weekday schedule from May 2, 2022, through May 20, 2022 to support the construction work. Lastly, he shared the Clipper ridership chart.

Committee Comments:

None

Public Comments:

None

**JPB CAC Work Plan**

May 18, 2022

- Business Intelligence presentation
- Engineering Standards

June 15, 2022

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July 20, 2022

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August 17, 2022

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September 21, 2022

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October 19, 2022

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November 16, 2022

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December 21, 2022

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Suggested Items for Future Months:

- Go Pass cost per ride factors – requested by Chair, Brian Shaw on 6/19/19
- San Mateo County Climate Action Plan – requested by Member Rosalind Kutler on 10/16/19
- MTC Means-Based Discount Fare program update
- Caltrain connections with other agencies – requested by Member Rosalind Kutler on 12/18/19 and Alternate Member Rob Jaques on 12/15/21
- Update on grade crossing pilot six months after installation – requested by Member, Patrick Flautt on 12/18/19
- Operating Costs – requested by Member Adrian Brandt on 2/13/20
- Rail Corridor Use Policy – requested by Member Anna Dagum on 10/21/20
- Industry Safe Functionality
- Blue Ribbon Task Force
- Clipper Data Availability
- Construction Obstacles
- Wireless Solution Technology – requested by Member Adrian Brandt on 12/8/21
- Redwood City Station Development - requested by Member Adrian Brandt on 12/8/21
- Dual speed check installation/Constant Warning, Downtown Extension, elevated four track station, future Dumbarton Rail extension and the Google campus

being planned at the Diridon station, PCEP project wireless overlay system and level boarding and the status of fully vaccinated staff - requested by Member Adrian Brandt on 12/15/21

- Transit Oriented Development & historic station preservation outreach - requested by Member Patricia Leung on 12/15/21
- Equity evaluation on the most recent schedule change and Go Pass qualification requirements - requested by Member Rosalind Kutler on 12/15/21
- Staffing structure, Governance Update, Visual Messaging Display rollout plan, Equity Plan implementation/update and periodic updates from Government Affairs regarding funding sources and how infrastructure bills may impact Caltrain - requested by Member David Tuzman on 12/15/21
- Caltrain Wayfinding improved, specifically with single tracking - requested by Member Jean-Paul Torres on 12/15/21
- Conductor's communication tools and how they may interface with the public. Regional trip planning and availability for riders that do not have access to mobile devices - requested by Alternate Member Melody Pagee on 12/15/21
- Distance-based fares on Caltrain. Deep dive on it from a practical standpoint - requested by Chair, Brian Shaw on 12/15/21
- iPhones for Conductors
- Constant Warning

**DATE, TIME, AND LOCATION OF NEXT REGULAR MEETING:**

The next meeting will be May 18, 2022, at 5:40 pm, via Zoom (additional location, if any, to be determined).

Adjourned at 7:01 pm.