

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

MINUTES OF JULY 20, 2022

MEMBERS PRESENT: A. Brandt, R. Jaques (Alternate), R. Kutler, P. Leung, B. Shaw (Chair), JP. Torres, M. Pagee (Alternate, arrived 5:42pm), E. Shapiro

MEMBERS ABSENT: D. Tuzman, L. Klein

STAFF PRESENT: C. Harvey, J. Lipps, J. Navarrete, A. Myles-Primakoff

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.

Chair Brian Shaw called the meeting to order at 5:40 p.m. and led the Pledge of Allegiance.

APPOINTMENT OF NOMINATING COMMITTEE 2022 VICE CHAIR

A nominating committee was established with three CAC members, Patricia Leung, Emilia Shapiro, and Jean Paul Torres, one from each county. Staff will coordinate a conference call, for the committee to meet and provide a recommendation for Vice Chair.

APPROVAL OF MINUTES OF JUNE 15, 2022

Motion/Second: Leung / Shapiro

Ayes: Jaques, Pagee, Shaw

Abstain: Brandt, Kutler, Torres

Absent: Tuzman, Klein

PUBLIC COMMENT

Jeff Carter, Millbrae, via Zoom Q&A, suggested having express trains loading on separate platforms to avoid from only offering local service after special events. Jeff suggested the CAC request a report from staff regarding how decisions are made with special event trains. He then shared his experience with the SF Pride parade special event train and stated that the regular service train 225 blew through the Millbrae station without stopping. He then recommended Caltrain make it clear to passengers where and when to pay for parking.

CHAIRPERSON'S REPORT

Chair Brian Shaw reported that CAC members with expiring terms may remain on the committee until reconfirmed or replaced by the Board as the Board action has been delayed and will not see decisions made until September. Chair Shaw then reported

that no JPB meeting was held earlier this month. He then stated that staff is working on updating the Work Plan for future agenda items through the rest of this year. He also mentioned that the CAC meetings will remain online until a decision is made by the Board. Lastly, he shared his observations with fare enforcement. He said that he has noticed passengers without fare are being asked to alight the train, instead of issuing citations. He shared that there is no data reporting these instances and requested a response regarding the change in practice.

COMMITTEE COMMENTS

Member Rosalind Kutler also shared her observation in the change of fare enforcement practice and has seen passengers without fare being asked to alight, instead of being issued a citation. She wondered whether the reasoning had to do with equity. She requested staff to provide a reason for the change in practice.

Member Jean Paul Torres shared that SFMTA has moved away from citation fare enforcement and has adopted a fare compliance, where the passenger is asked to pay the fare.

Member Adrian Brandt shared information regarding fare enforcement practices with other agencies and is disappointed that Caltrain has moved away from the citation issuing practice and requested staff to provide additional details regarding the changes. Lastly, he reported a quiet zone study has been approved by the City of Menlo Park.

Chris Harvey, Manager, Rail Operations reported that the policy has not changed and will address the matter. He then stated that he will work with the Chair to agendize a Proof of Payment Policy presentation for a future meeting.

Chair Shaw shared that there are two important issues to consider; dealing with COVID exposure and equity concerns and understand the balance.

NEW CALTRAIN WEBSITE UPDATE

Jeremy Lipps, Manager - Digital, presented the New Caltrain Website presentation. The full presentation can be found on caltrain.com.

Committee Comments:

Chair Shaw stated that occasionally when using the schedule format, the page does not load and remains on the title page.

Member Patricia Leung finds the schedule page very handy. She suggested changing the color of the arrows on the live map page since they currently blend in.

Member Emilia Shapiro asked whether there will be future iterations. Mr. Lipps stated that the current version is mostly set, however invites feedback.

Member Kutler shared that the Twitter alerts are very helpful. She then reiterated Member Leung's suggestion to look at the visuals in the live map as it is difficult to see the visuals.

Member Brandt stated that there is no link to view the latest News Releases on the website.

Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, asked whether it is possible to indicate the train numbers on the live map. He then mentioned that it is more difficult to find reports, surveys, ridership, etc. and now needs to use the search function to find those items. Lastly, he stated that it is difficult to locate the meeting information as well. He then requested additional Clipper details on Key Performance Reports and ridership reports on the website.

Drew, via Zoom Q&A, asked whether he would need to resubscribe to the notification lists as he is not receiving any notifications. He then stated that under advisory committees, it should not be alphabetized and instead listed by what links are clicked on the most. He then mentioned that the way the meetings are listed are convoluted. Mr. Lipps reported that the notification lists are not ready to be resubscribed to and stated that he would look at the way the meetings are listed.

Chair Shaw requested Mr. Lipps to return to the CAC with updates next year.

STAFF REPORT UPDATE

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

Mr. Harvey reported an update to the staff report in the packet provided. Updates reflected below.

On-time Performance (OTP) –

- **June:** The June 2022 OTP was 85% compared to 91.5% for June 2021.
 - **Vehicle on Tracks** – There were three days, June 1, 28 and 30, with a vehicle on the tracks, of which two caused train delays.
 - **Mechanical Delays** – In June 2022 there were 1381 minutes of delay due to mechanical issues compared to 329 minutes in June 2021.
 - **Vehicle Strike** – There was a vehicle strike on June 19, resulting in a non-fatality.
- **May:** The May 2022 OTP was 78.1% compared to 90.2% for May 2021.

Mr. Harvey also reported that on Saturday, July 16, 2022, Caltrain successfully completed EMU clearance testing in segment four and will continue additional clearance testing through San Francisco.

Committee Comments:

Member Brandt asked about the grass fires that occurred in June. Mr. Harvey stated that the cause was due to debris caught under a truck. He reported that adjustments were made and anticipates this issue will not reoccur.

Chair Shaw noted that The Caltrain June 2022 Ridership Graphs are unavailable for this month.

Public Comments:

None

JPB CAC Work Plan

August 17, 2022

- Caltrain Service Planning Update
- Broadband Update

September 21, 2022

- Rail Safety Education & Suicide Prevention Update
-

October 19, 2022

- Rengstorff Grade Sep Project
-

November 16, 2022

-
-

December 21, 2022

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-

Suggested Items:

- 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
- Engineering Standards
- Brainstorming sessions for Conductor iPhone applications
- CAC role in Measure RR oversight update

DATE, TIME, AND LOCATION OF NEXT REGULAR MEETING:

The next meeting will be August 17, 2022, at 5:40 pm, via Zoom (additional location, if any, to be determined).

Adjourned at 6:43 pm.