

Friday, May 7, 2021 10:00 AM

Agenda

Los Angeles County
Metropolitan Transportation Authority
Community Advisory Council*
Executive Committee Meeting
Virtual Online Meeting

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Los Angeles, CA 90012

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Councilmembers:

Hank Fung, Chair	Keith Martin
Tammy Ashton, Vice Chair	Jazmin Ortega
Brian Bowens, Secretary	Anne Reid
Dalila Sotelo, Chair Emeritus	Wally Shidler
Greg Anderson	Chris Wilson
James Askew	Bob Wolfe
Tony Banash	
Darrell Clarke	
Michael Conrad	
Russ Davies	
Malcolm Harris	
David Lara	
Anna Martin	

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AGENDA

10 AM

1. Call to Order: Pledge of Allegiance, Introductions (5 min)
2. Approve April 2nd and March 5th Executive Committee Meeting Minutes **(Attachment A and Attachment B)** (Action) (5 min)
3. CAC's Selection of May General Assembly (GA) Mtg. topics & consider future GA topics (40 Min). **(Attachment C)**
4. Administrative Items & Announcements (10 min.) **(Attachment D)**
5. CAC Requested Follow-up Items (10 min.) **(Attachment E)**
6. Chair's request to revisit discussion re: CAC's placement in Metro organization
7. Open Discussion for CAC Members
8. Public Comment, Non-Agenda Items (2 min. per speaker)
9. Consider items not on posted agenda, including items to be presented and referred to committee members and/or staff; items to be placed on agenda at a future CAC meeting; and items requiring immediate action due to an emergency situation or where the need to take immediate action came to the attention of the CAC subsequent to posting of the agenda.
10. Adjournment
 - a. PUBLIC COMMENT WILL BE TAKEN AFTER EACH AGENDA ITEM FOR A MAXIMUM OF TWO-MINUTES PER COMMENT. COMMENTS ON NON-AGENDA ITEMS BUT WITHIN THE SUBJECT MATTER JURISDICTION OF THE CAC WILL BE HEARD AT THE END OF AGENDA FOR A MAXIMUM OF TWO-MINUTES PER COMMENT. CAC Members **R.S.V.P TO (213) 922-1249**. [MTA Board Meetings/Agendas](#) | [Click here to return to MTA.net home](#)

Community Advisory Council*

Code of Conduct

Adopted on July 23, 2003

- Respect all Citizens' Advisory Council (CAC) member opinions by not interrupting them to disparage them as to content of opinion or intent of individual member.
- When called on during CAC meetings keep within a reasonable timeframe all comments and questions to prevent anyone from dominating the proceedings or in any way preventing the flow of varying opinions.
- Strive to conduct meetings in an orderly fashion by staying within agreed to time frames and allowing each member a fair amount of time to speak and ask questions.
- Do not in any way disrespect or call into question the credibility of any MTA employee.
- Do not make statements attributed to unnamed sources unless the source is identified.

***(The Community Advisory Council or CAC is legislatively identified in Pub. Util. Code §13000 et seq. as the Citizens' Advisory Council).**

Attachment A

April 2, 2021 CAC Executive Committee Meeting Minutes

CAC Executive Committee Meeting Minutes- April 2, 2021

Attendees: Chair Fung, Bowens, Shidler, Martin, Clarke, Banash,
Metro Staff: Valentino and Sanchez

10 AM

1. Call to Order: Pledge of Allegiance, Introductions (5 min)
 - Chair Fung asked staff to reach out to Meyer and Ashton.
 - Staff reminded the board that the meeting is virtual recorded due to COVID-19 Safety Procedures.
2. Approve March 5th Executive Committee Meeting Minutes (**Attachment A**) (Action) (5 min)
 - There were not enough CAC Members present to approve the March 5th Executive Committee Meeting Minutes.
3. Selection of April and potential future General Assembly Mtg. (40 min).
Presentations/Topic(s) per previous CAC Members' inputs:
 - a. Metro Sustainability Program Updates during April "Earth Month"
 - Staff: In the past, Council typically requests budget updates in Spring. Metro OMB staff are somewhat flexible to attend and present either April or May, ahead of adoption by Metro Board in June.
 - Fung: They are doing a meeting at the Service Council on April 22nd. By the end of April, they will have enough feedback from the Service Councils. There are budget public hearings that are held later in May.
 - Staff: April is also Earth Month. Sustainability is the focus. Sustainability Team could highlight their key initiatives, including those that pertain to Earth Month. And, OMB staff offered to provide information on the Metro budget formation. One CAC member had previously indicated interest in "Good Movements Plan" updates. Member Bowens had suggested another Crenshaw Project Update. Member Wilson had expressed interest in hearing updates on the I-105 project.
 - As reminder, the CAC was already updated on Recovery Task Force efforts.
 - CAC has also received an introductory presentation on the Customer Experience Initiative. As reminder, the Customer Experience Initiative team offered to come back to CAC to provide regular updates to Council, instead of just once a year.
 - Clarke suggested the Sepulveda Corridor Project as a topic. Another CAC member suggested a potential overview and

update on the CA State Rail Plan.

- Banash: Advises the Chair for board members to look at the budget in April. Would like to see the material and be able to prepare questions.
- Staff: Metro OMB staff offered to present to the CAC Executive Meeting first to provide CAC members the opportunity to receive the information. They can come to the May Executive and General Assembly Meeting. Otherwise, it might be challenging to see the information before the GA meeting.
- Fung: They will have some information to present since they are presenting to Service Councils on April 27th. For those who are interested, can watch the meeting that will be on the 22nd and use the 28th meeting as follow ups. In the past, the Budget Hearings were always in mid-May and adopted in June. If we get CAC in May then the public hearing by that time will be closed. The end of April is the best time to comment on it.

b. Metro Budget Overview & Updates

- Staff: The OMB staff asked if there are any specific questions from CAC on budget, Metro staff can be sure to provide that info. to them in advance of the CAC meeting.
- Fung: Question for OMB- Regarding the fares and going fareless, the pilot program was going to start July 22 potentially for LIFE program and eligible riders, and plans for budgeting for outreach. Will there be enough outreach for people that qualify, how will we get those eligible people to start submitting their paperwork to administrators or third party, how is that all going to work?
- Fung and council agreed to have April GA mtg. mostly focused on Metro budget topic with brief update from Metro Sustainability staff in light of Earth Month.

c. Metro Countywide Coordinated Plan (plan's emphasis is on ensuring enhanced mobility for Older Adults and Individuals with Disabilities, low income individuals and veterans). The plan will also address federal requirements per the Federal Transit Administration's (FTA) Section 5310 funding process for urbanized and rural areas.

- Virtual Public Meeting April 7, 2021 @ 10:30 a.m. details here:
<https://www.metro.net/projects/fta5310/coordinated-plan/>

d. Metro [Goods Movement Plan Updates](#)

e. [TAP updates](#) – [new contactless payment introduced in Sept. 2020](#)

f. . Follow-up on Vice Chair's Traffic Reduction Study Questions, Council inputs, Draft Report status

g. [Crenshaw North Extension Project Updates](#)

h. Metro TOD updates and March virtual public meetings

i. [I-105 Project Updates](#)

j. [Metro Countywide Sustainability Program Updates](#)

- k. [Metro Recovery Task Force Latest Updates on Recommendations & Final Draft Report](#) I. [Metro Short Range Transportation Plan updates](#)
 - m. [Metro Customer Experience Initiative –project team offer to provide ongoing updates to CAC](#)
 - n. [Sepulveda Corridor Project](#) Overview & Updates
 - o. State Rail Plan Updates
 - p. Any other CAC Member or staff suggestions?
4. Administrative Items & Announcements (5 min.)
- a. Updates from CAC Members, as shared with Chair and/or staff.
 - Chair Fung will provide a summary on Public Safety and FSI motion.
 - Fung has not provided the Chair's Report yet. Fung's Verbal Report: PSAC has been selected and Chair will include more details in Chair's Report. PSAC is a diverse group that includes representation from nonprofit, community-based organizations, alternates are Metro line staff, and more. There was also a motion in the board meeting about members being compensated. The Operations Committee are planning to come up with a plan on how to compensate members for PSAC and potentially all Metro Committees in June. The proposal includes CAC members. Fung explained the motion to the members.
 - Shidler: If they're going to compensate the CAC, they have to change the legislation because the legislation says, "CAC cannot be compensated."
 - Fung: They will have to put that on the report that CAC cannot be compensated by law. There are other groups that may get compensated.
 - Staff shared that PSAC Members are listed on Metro PSAC website.
 - Fung provided members more information re: PSAC Press Release.
 - Banash: We should proactively not be compensated and let that be known to the board that we ask not to change anything. Preferred to not get compensated. If we can get a sense from the members, it would be helpful.
 - Fung will provide the link of the Press Release from The Source.
 - Shidler: If we got paid, we would have to do the Form 700. Is there a percentage of PSAC reps. who use the system?
 - Fung: The vast majority appear to use the system. Metro is not in the position to validate, but appears PSAC members did self-declare.
 - Shidler: Expressed that if you don't ride the system, you don't really know what's going on.
 - Fung: It is an interesting situation that the PSAC will address on policing and women safety in transportation.

- Shidler: Explained about his experience of inquiring with female riders re: Metro public safety and NextGen.
- Banash: Supports all Shidler's comments about riding the system and the customer's experiences. Would like to know where to locate all this information.
- Staff: The PSAC information will be provided in the upcoming April Board Report.
- Fung: Will send the breakdown to staff to distribute to all. Also, we can paste the information and send it to Banash. Since the Board already approved the motion, we won't be sending a letter. No one disagreed.
- Metro Community Conversations event on Sustainability- 4/28 from 12pm to 1pm
- Davies was impressed with a presentation on homelessness. Davies expressed that no one is feeling sorry for the employees that deal with the great challenges of homelessness. Davies expressed that the Metro Bus drivers do not get enough attention.
 - Fung would like to see CAC take some action or draft a letter. This item will be agendaize.
- b. Bylaws for Executive and Standing Committees
 - Staff: This is just a reminder that the Bylaws are always available on CAC website and provides guidance on how CAC can run these meetings.
- c. June Election & Adoption of Annual Work Plan
 - Staff: This is just a reminder that June determines the officers for the next year. Also, in CAC's Bylaws, it recommends that you review and adopt CAC work plan in June for the next year.
- d. Update from OMB on budget
- 5. CAC Requested Follow-up Items (10 min.):
 - a. [Metro Conversations: Joint Development Policy Virtual Town Hall April 7th 5:30 p.m](#)
 - https://www.metro.net/projects/joint_dev_pgm/ for more information
 - Staff: There is also the Metro County wide Coordinating Plan's Virtual Meeting. They are available to present to the CAC at any time. This plan is focused on enhancing transportation for older adults, people with disabilities, low income, and veterans.
 - [Click here to register.](#)
 - [Related Policy Paper here:](#)
<https://thesource.metro.net/2021/01/27/metro-releases-paper-on-updating-affordable-housing-policy-in-response-to-areas-housing-crisis/>
 - b. [Metro Countywide Sustainability Program](#)
 - i. Metro Sustainability Program's invitation to CAC to have an official voting seat via 1-2 max. CAC Members on the [Sustainability](#)

Council. Completion of online application- via weblink provided to Banash and K. Martin is required to complete process. (discussion and potential action).

- Fung talked to Banash.
- Staff: Sustainability agreed to add the CAC member seat. The Sustainability Council needs CAC's application to finish with the process. K. Martin can an alternate, in case, Banash cannot make it. They have made the space for CAC to have a voting seat, but they need the application to complete the process.
- Banash: I'm trying to get this done. I would like to complete this process with the new Sustainability staff member.

c. Metro Public Safety Advisory Committee information (website)

- March Board Report Updates & two motions
- Membership to consist of 15 Community Members w/ 3 alternates and three non-voting Metro team members (Ops and maintenance); and representation from their existing safety and security working group.
- Strong emphasis on regular transit riders and racial, socio-economic diversity and backgrounds / expertise in the topic.
- First PSAC Mtg. anticipated for April 7th from 5 p.m.- 6:30 p.m.

d. CAC Member Banash- expressed interest in hearing update on Metro Bus window policy.

- Fung: All buses have windows that can open.
- Staff: Will update the CAC if there are any new changes or updates.

e. CAC Members' "Top 5" Proposed Topics List

- Staff: CAC Members' suggestions made known to Chair, Council and staff re: potential future Metro topics are noted in Exec. Committee Mtg. agenda.
- Shidler: Suggests a presentation to CAC that reflects a combination of the fareless initiative and homeless situation would be of interest. How is that going to affect our loading standards? Will greater numbers of homeless migrate to the system when it is free? How is Metro going to handle this issue?

f. CAC Members' monthly reminder to send pic and 3-bullet bio if they have not yet.

6. Open Discussion for CAC Members

- Banash: Would like to have an opportunity or a discussion with CAC members on the "open window issue" to alleviate the situation. Would like to go on the record to state a position on the subject.
- Fung: If you would like to write something up or put on the agenda or vote on it, please provide it to the CAC Secretary. Send it to me and will agendize it.
- Banash: Expresses his point of view on the window situation and experience on the bus.

- Fung: Expresses his experience on the bus and opinion about the issue.
7. Public Comment, Non-Agenda Items (2 min. per speaker)
- No public comment.
8. Consider items not on posted agenda, including items to be presented and referred to committee members and/or staff; items to be placed on agenda at a future CAC meeting; and items requiring immediate action due to an emergency situation or where the need to take immediate action came to the attention of the CAC subsequent to posting of the agenda.
- Fung: For April, there will be a brief presentation in Sustainability and the Metro Budget. If Banash would like to provide anything else to also agendize, that may happen. Will not agendize the PSAC item because it was moved.
 - Reminder to pursue appointments and any re-appointments from the new Metro Board Members.
 - Chair Fung mentioned he will write something up about that.
 - Shidler: Reminder to take a five-minute test on how to wear a face mask at Metro Facilities.
9. Adjournment
- a. PUBLIC COMMENT WILL BE TAKEN AFTER EACH AGENDA ITEM FOR A MAXIMUM OF TWO-MINUTES PER COMMENT. COMMENTS ON NON-AGENDA ITEMS BUT WITHIN THE SUBJECT MATTER JURISDICTION OF THE CAC WILL BE HEARD AT THE END OF AGENDA FOR A MAXIMUM OF TWO-MINUTES PER COMMENT. CAC Members **R.S.V.P TO (213) 922-1249.** [MTA Board Meetings/Agendas](#) | [Click here to return to MTA.net home](#)

(Meeting Minutes Prepared by Metro Staff)

Attachment B

March 5th Executive Committee Meeting Minutes

March 5, 2021 CAC Executive Committee Meeting Minutes

CAC Executive Committee Meeting Minutes- March 5, 2021

Attendees: Chair Fung, Vice Chair Ashton, Secretary Bowens, Harris, Clarke, Shidler, Wilson, Davies, Banash

10 AM

1. Call to Order: Pledge of Allegiance, Introductions (5 min)
2. Approve Executive Committee Meeting Minutes (Action) (5 min)
 - a. February 2021 Exec. Comm. Mtg. Minutes (**Attachment A**)
 - Wilson made motion to approve February 2021 Meeting Minutes. Fung seconded the motion. No discussion or objections. Meeting minutes were approved.
3. Selection of February and potential future General Assembly Mtg. Presentations/Topic(s) (40 min).
 - a. [Traffic Reduction Study updates](#) - Metro staff shared that [Traffic Reduction Study Team](#) are available to present the latest updates towards the end of February.
 - Clarke expressed interested in this topic.
 - b. [Metro's Homeless Initiatives and Task Force](#)
 - Harris expressed interested in this topic.
 - c. [Fareless System Initiative \(FSI\)](#)
 - Ashton, Harris, Shidler, Bowens, Clarke each expressed interest to hear from the Fareless System Initiative staff
 - Fareless System Initiative is planning to share updates to Metro Service Councils so March timeframe may also provide an opportunity for CAC to get updates as well.
 - d. [NextGen Bus Lanes and improving Bus speeds updates](#)
 - e. [Goods Movement Plan Updates](#)
 - f. State Rail Plan Updates
 - g. Metro Countywide Coordinated Plan (plan's emphasis is on ensuring enhanced mobility for Older Adults, individuals with Disabilities, low income, veterans, etc.) – in depth presentation to Council offered.
 - h. [TAP updates – new contactless payment introduced in Sept. 2020](#)
 - i. Follow-up on Vice Chair's Traffic Reduction Study Questions, Council inputs, Draft Report status.
 - j. [Crenshaw North Extension Project Updates](#)
 - k. Metro TOD updates and March virtual public meetings
 - l. [I-105 Project Updates](#)
 - m. [Metro Countywide Sustainability Program Updates](#)
 - n. [Metro Recovery Task Force Latest Updates on Recommendations & Final Draft Report](#)
 - Banash is interested in this topic. and is also seeking latest updates in regard to Metro policy re: opening windows on the buses.
 - o. [Metro Short Range Transportation Plan updates](#)
 - p. [Metro Customer Experience Initiative – regular updates](#)
 - q. Federal Mask mandate and Metro implementation
 - r. Other CAC Member suggestions?

- Sepulveda Corridor- Clarke's Main concern is the Metro Proposal is not planning to put a station in UCLA.
- Chair Fung reminded CAC the difference between Metro Recovery Task Force and Fareless Initiative.
- Fareless System Initiative Team to present to CAC so CAC members can ask questions on how they plan to cite people and any other questions.
- Shidler mentioned about Access Services that once you have an Access Services card, you are eligible for free transportation in LA including Metrolink. It is already free.
- Chair Fung mentioned that the issue is that people from Access Services can get free door to door rides. Not ideal in a budgetary perspective. There is consensus on having a Fareless System Initiative presentation.
- Shidler: Back on May 26, 2020, Metro set aside approx. \$853,000 for small businesses that are a quarter mile from transit. Shidler is interested to know which small businesses got the money and in what areas. Or, if it was equally divided with South Bay or given to one area.
- Chair Fung told Shidler that he can help him make a public record request or do on his behalf, if any challenges, or can put it on the Chair's Report. Fung is not sure if it would be a topic for Metro Staff to present on.
- Metro staff: LRTP team offered to come back to provide updates on the Short-Range Transportation Plan, once updates are available.
- Bowens would be interested in hearing about the State Rail Plans. Concern is that you cannot take a continuous train from LA to SF.
- Shidler mentioned that the Fareless and Homeless Initiatives are hot items that tie in together. If you go fareless, you have to deal with the homeless. People who get free rides, will they be able to get on if the homeless are taking up all the room? How is that going to work?
- Banash- Procedural comment- Suggests having a list. He supports idea on Sepulveda Pass project having UCLA situation. He suggests CAC comes up with a list that includes all the potential topics and CAC Member priorities.
- Chair Fung shared with Banash that they do already have this list, based on Members' inputs, included in CAC Exec. Committee Agendas
- Chair Fung would like to add Sepulveda to the list and have members create a list of their top 5 topics.
- Members may always send their list of additional topic ideas to Chair Fung or staff.
- Motion made for having presentations on the Fareless System Initiative and Metro Homeless Initiatives.
- Bowens moved the motion on asking staff to invite for the Fareless and Homeless Initiatives teams to present for the month of March and on creating a list that includes their top 5 topics.
- Harris seconded it. No discussion or objections. Item was passed

4. Administrative Items & Announcements (5 min.)

a. Updates from CAC Members, as shared with Chair and/or staff.

- Chair's Report: Chair Fung goes over on the purpose of the report. It is to inform CAC members. The report included: the selection of Dutra being part of the Board, Metro Board Actions and how there will be presentations to the Service Councils. The policing item has been postponed until March. For the Recovery Task Force, CAC's comments were incorporated to the final version of the report. Also, Chair Fung's comments about support for vaccination was added.
- Shidler expressed concerns for Metro operating staff because he feels recent Board decisions are placing great pressures on them. Shidler expressed that the training of the operators should be done gradually.

5. CAC Requested Follow-up Items (10 min.):

a. [Metro Countywide Sustainability Program](#)

- i. Metro Sustainability Program's invitation – reminder to CAC that they have official voting seat available to them on this Council via one designated CAC member to serve

as primary and one “alternate” designated CAC Member. However, to complete this process, CAC nominated Members for “primary” and “alternate” role needed to complete short online application that had been sent via weblink to Banash and K. Martin and had been included as weblink in past CAC Meeting Agendas. (discussion and potential action).

b. Metro Public Safety Advisory Committee information

- Chair Fung reminded CAC members of March timeframes related to the Metro public safety contract.
- PSAC will consider the next / future contract matters because the committee is still going through a process to get formed.

c. CAC Members’ monthly reminder to send pic and 3-bullet bio if they have not yet.

6. Open Discussion for CAC Members

- None

7. Public Comment, Non-Agenda Items (2 min. per speaker)

- No public comment

8. Consider items not on posted agenda, including items to be presented and referred to committee members and/or staff; items to be placed on agenda at a future CAC meeting; and items requiring immediate action due to an emergency situation or where the need to take immediate action came to the attention of the CAC subsequent to posting of the agenda.

9. Adjournment

- Chair Fung moved and meeting ended.

(Meeting Minutes Prepared by Metro Staff)

Attachment C

3. CAC's Selection of May General Assembly Mtg. topics & consider future topics (40 Min).

Presentations/Topic(s) as suggested by CAC Members:

- a. Metro Street Safety Policy- Metro Safety Education, OEI, Planning seeking CAC's review and input by July 2021. (invitation from Staff to present to Council prior to August 2021)
- b. Metro Countywide Coordinated Plan (plan's emphasis is on ensuring enhanced mobility for Older Adults and Individuals with Disabilities, low income individuals and veterans). The addresses federal requirements per the Federal Transit Administration's (FTA) Section 5310 funding process for urbanized and rural areas.
<https://www.metro.net/projects/fta5310/coordinated-plan/>
- c. Metro Operations & Service Planning Updates (per CAC Work Plan)
- d. Countywide Planning Updates (per CAC Work Plan)
- e. Metro [Goods Movement Plan Updates](#)
- f. [TAP updates – new contactless payment introduced in Sept. 2020](#)
- g. Follow-up on Vice Chair's Traffic Reduction Study Questions, Council inputs, Draft Report status
- h. [Crenshaw North Extension Project Updates](#)
- i. Metro TOD updates
- j. [I-105 Project Updates](#)
- k. [Metro Customer Experience Initiative –project team offer to provide ongoing updates to CAC](#)
- l. Sepulveda Corridor Project Overview & Updates
- m. Potential OMB report back on effectiveness & influence of Metro Budget outreach efforts- i.e., how public inputs influenced budget planning outcomes, post budget adoption (suggestion by Chair Emeritus Sotelo for a future CAC mtg.)
- n. State Rail Plan Updates
- o. Any other CAC Member or staff suggestions?

Attachment D

4. Administrative Items & Announcements (10 min.)
 - a. Member updates as shared w/ Chair or staff
 - b. CAC 2022 Calendar Year Meeting dates for formal approvals at June Exec. Comm. and June GA Mtg. (per CAC Bylaws guidance)
 - c. CAC Chair Review of this past year's Work Plan, including review of all Metro topics and presenters at June GA Mtg., (per Wolfe's request during April Gen. Assembly Mtg.).
 - d. CAC 2022 Proposed Work Plan for Review /Approval at June GA Mtg.
 - e. Chair's Reminder to Council re: CAC June elections (for roles of Chair, Vice Chair, Secretary, Chair Emeritus for FY 2022).
 - f. Bylaws for CAC Members on how to run their Executive, Standing, Ad-Hoc Committees, CAC appointment process, etc. accessible for reference on Metro [CAC website](#)
 - g. Updates on [Public Safety Advisory Committee](#) and [FSI](#).
 - h. CAC Chair's Draft letter to Metro Board Members/Appointers', reminding of opportunity to make appointments to CAC.

Dear []

As we begin a new year, we would like to remind you of the ability to appoint members to the Metro Community Advisory Council (CAC). The CAC is currently comprised of nineteen concerned, knowledgeable, and passionate residents of Los Angeles County who use Metro services and contribute sales taxes to the system. CAC members span the gamut of ages, races, genders, socio-economic, and geographic areas within Los Angeles County. They bring knowledge of the communities from where they live and work when sharing their views on Metro policies, programs, and initiatives and are encouraged to share information with their respective communities.

The CAC also consults, obtains and collects public input on matters of interest and concern to the community and shares it with Metro staff at monthly meetings. In addition to hearing about key agency-wide Metro programs, policy proposals and initiatives from Metro staff, topics can be assigned by the Metro Board to the CAC for the purposes of further review and input. The CAC Members determine during their Executive Committee Meetings what agency topics they wish to review as a body during their monthly General Assembly Meetings. CAC's selection of their topics is in line with their annually adopted Work Plan, Recent topics the CAC has reviewed and provided comments on include sustainability, the Recovery Task Force, Fareless Systems Initiative, Traffic Reduction Study, NextGen Bus Study, and the annual budget.

The CAC can also make recommendations and take positions on relevant issues as directed by a majority of the body. Recent recommendations the CAC has made were regarding Blue Line safety and the low income fare (LIFE) program. The CAC monitors Metro Board actions and brings initiatives that they may have an interest in to the Executive Committee for further discussion. Unlike service councils, the CAC takes a countywide view of issues.

All CAC members serve without stipend or reimbursement. Each Metro Board member can appoint up to four members to the CAC.

Your appointees are [insert names here]

All appointments are made at the direct discretion of each voting Metro Board Director. We welcome the appointments you may make.

For a proper appointment, a signed letter from your office that confirms both first and last name of the selected appointee(s) is required. The signed appointment letter should be sent to Metro Board Staff Secretary with a "cc" to Metro staff assigned to support CAC. Additionally, Board Offices often enclose their appointees' resume and/or other professional or vocational background information. As the region recovers from the COVID-19 pandemic, meaningful deliberations and substantive public input from diverse stakeholders will remain critical, including from key stakeholders that are appointed to serve on the Metro CAC,

Please feel free to contact me at (626) 593-7672 or Metro staff should you have any questions regarding the CAC. We welcome your appointee's participation and thank you for all that you do for the agency.

*Sincerely,
Hank Fung
CAC Chair*

Attachment E

5. CAC Requested Follow-up Items (10 min.)

- a. [Metro addresses Q's/concerns re: Oscars 2021 at LAUS.](#)
- b. Davies expressed concerns for Metro bus drivers and other frontline employees that deal with the great challenges of homelessness and feels they should get more recognition.
 - Chair Fung invites CAC to take action, perhaps create a letter of acknowledgement, if interest.
- c. Ortega's request for Metro's latest updates on Transit to Trails
 - In regard to "Transit to Parks"- Metro staff are currently working with the County Open Space District to fulfill a \$1M match commitment to the County's recreation access grant program.
 - This effort could result in project selection toward the end of year 2021.
 - Beyond that, many of the activities Metro staff were tasked with are currently TBD due to either resource constraints or broader restrictions and uncertainties brought by COVID.
 - Metro staff will begin working with the Metro Board and key stakeholders over the next few months to provide an update on the program and discuss a path forward for future implementation.
- d. BOWENS' suggested YouTube links reminders (recirculated):
 - <https://www.youtube.com/channel/UCIBxziCThircQ1DaRNOFHow>
 - <https://www.youtube.com/c/NotJustBikes/videos>
- e. Anderson's Request for information on Metro SEED School
 - <https://thesource.metro.net/2020/10/21/metro-county-of-l-a-and-seed-foundation-hold-groundbreaking-for-seed-school-of-l-a-county-in-south-los-angeles/>; <https://www.enr.com/articles/51191-la-metro-ceo-infrastructure-should-connect-not-divide>
- f. Banash- expressed interest in hearing an update on Metro Bus windows.

The older Metro buses have transom windows that can open, but the newer ones do not have windows that open. We understand this has been a cause of some concern. However, Metro staff have verified that all buses have the highest rated filters in the HVAC system available for our bus fleet.

In addition, the mileage interval for replacing air filters was reduced by 50% to 3,000 miles between replacements to improve the quality of air flow in the buses.

There have also been a number of reports regarding open bus windows, and some suggest opening bus windows while others note that open windows create uncontrolled air movement throughout the bus.

Metro doesn't restrict the opening of windows; however, the transom style windows on Metro buses can divert air conditioned air out of the bus into the atmosphere, which can have an impact on passengers (i.e. elderly passengers) during the hot summer months when temperature inside of buses can significantly exceed the outside ambient temperature. The windows closed allows air to pass through the HVAC filter system efficiently. There is also air exchange every time the buses open and close their doors.

Metro has focused on daily sanitization of the buses and requiring passengers to wear masks to lessen the spread of COVID. Every bus is sanitized each day before the buses leave the division. Mask dispensers have been installed on most Metro buses, and more mask dispensers are on the way to complete the installation on all buses.