



**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

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**Los Angeles County Metropolitan Transportation Authority  
Community Advisory Council - Executive Committee Meeting  
Meeting Agenda  
Friday, July 9, 2021 | 10:00 AM**

**Virtual Online Meeting**

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One Gateway Plaza

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Los Angeles, CA 90012

Please include the meeting date and agenda item number in your correspondence. Submit your written public comments or documentation as soon as possible but no later than 5 p.m. the day before the scheduled meeting.

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**Councilmembers:**

Hank Fung, Chair

Darrell Clarke, Vice Chair

Brian Bowens, Secretary

Tony Banash, Chair Emeritus

Greg Anderson

Tammy Ashton

James Askew

Michael Conrad

Russ Davies

Malcolm Harris

David Lara

Anna Martin

Keith Martin

Jazmin Ortega

Anne Reid

Wally Shidler

Dalila Sotelo

Chris Wilson

Bob Wolfe

## Agenda

1. Call to Order: Pledge of Allegiance, Introductions (5 min)
2. Approve June 4<sup>th</sup> Executive Committee Meeting Minutes (**Attachment A**) (Action) (5 min)
3. CAC's Selection of July General Assembly (GA) Mtg. topics & consider future GA topics (30 Min). (**Attachment B**)
4. Administrative Items & Announcements (5 min.) (**Attachment C**)
5. CAC Requested Follow-up Items (10 min.) (**Attachment D**)
6. CAC Members' interest in potential training / "refreshers" for all CAC Members on: Ethics & Form 700 status; Brown Act "refresher", and additional trainings on how CAC's newly elected Officers can be sure to run effective meetings, from Metro Talent Management. (15 min.)
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.T.O (213) 922-1249**. [MTA Board Meetings/Agendas](#) | [Click here to return to MTA.net home](#)

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*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).**

## **ATTACHMENTS**

# ATTACHMENT A

## June 4, 2021 CAC Executive Committee Meeting Minutes

Attendees: Fung, Sotelo, Bowens, Clarke, Banash (10:20am), Davies (10:50am), Shidler (11:00am)

Metro Staff: Valentino and Sanchez

Public: Louis Burns (Access)

**10 AM**

1. Call to Order: Pledge of Allegiance, Introductions (5 min)
2. Approve May 7<sup>th</sup> Executive Committee Meeting Minutes (**Attachment A**) (Action) (5 min)
  - Sotelo moved to approve, and Brian seconded it. Motion passes anonymously.
3. CAC's Selection of June General Assembly (GA) Mtg. topics & consider future GA topics (30 Min). (**Attachment B**)
  - Bowens: Suggested to substitute K) Crenshaw North Extension Project Updates; given the conversations with community members, he would like to hear from the Crenshaw/LAX team that can provide a high-level operational update. Would like to have the contractor present to CAC.
    - Expressed his opinions on the project and different factors that cause delays.
    - Sotelo: Request to get an update on the Purple Line and the Crenshaw Line to learn more about the differences and comparisons of both projects to have a collective response.
    - Fung: How comfortable does Metro feel on sharing the update in a public matter? Or do they want to hide the written communication?
    - Valentino: Staff likely can share their latest updates, such as what they've recently shared in their recent public meetings and status updates to Metro Board.
    - Clarke: Should we combine it or have a presentation on the Crenshaw North or Sepulveda Pass?
    - Valentino: The Sepulveda Pass team suggested it would be better to wait until this Fall because they will be getting underway with external outreach pertinent to their next project milestone. The Crenshaw North team indicated that they could share updates related to their recent scoping phase of project

but would prefer to await the Fall timeframe.

- Bowens: Can we get a representative from the Crenshaw contractor?
- Sotelo: We can ask and see if the contract representative will be able to come.
- Banash: Would like to hear from all CAC members on their thoughts.
- Valentino: We can inquire, per CAC's request. The Metro Construction Relations and program management team can likely share available project updates to ensure CAC members are aware and well-informed.
- Fung: We can ask for Walsh/Shea to be present. If Walsh/Shea is present, then it will only be a Crenshaw presentation because there are so many questions. If Walsh/Shea declines, he suggests having the three projects together. Fung started to explain to CAC members the challenges of project start dates and a possible overview. Requests to get an update on Crenshaw, Regional Connector, and Purple Line (First Segment). Would like to see a high-level update similar to the Construction Committee Meetings— like one or two slides per project and have time for questions.
  - Votes for “Yes”- Fung, Clarke, Bowens, and Banash. No public comments.

#### 4. Administrative Items & Announcements (20 min.) **(Attachment C)**

- Fung: Informed CAC members on the past Metro Board Meeting, the GA CAC Meeting, and PSAC.
  - Valentino: On item 8, Michael Conrad has been out and dealing with health issues. He did mention he wants to be back by June, but he has not provided a response. We haven't heard from Anna Martin and are having a hard time to get any response back.
  - Chair Fung mentioned that his emails were sent out to all Metro Board Directors and their staff about appointing people for CAC and the purpose of CAC. He expressed that most board directors did appreciate the letter. Banash asked about the application process and how to appoint a person. Fung explained the process to Banash, as outlined in CAC's bylaws. If you have a board member that does not have an appointment, Fung recommends talking to the board member and recommend a person that lives in that area. We do not want to have Metro staff advocating for a CAC member because CAC is to be independent.

## 5. CAC Requested Follow-up Items (10 min.) **(Attachment D)**

- Fung: On the workplan, is there any interest to make any changes or would you like to continue the same plan moving forward?
- Banash: Explained to Fung his overall concern and does not know where to put his concern on the workplan. His concern: It's not practical for a person who has a physical disability and is aging to make long range travel from point A to point B on the Metro system. He has to go back and forth between Lakewood and the Stanley Courthouse in Downtown LA. There are no restrooms on the system and currently, there is nothing moving forward that shows that the restroom issue will get fixed. Banash finds it challenging to travel on Access since they changed their MO. He mentions his concerns for other people who have similar challenges to use the system.
  - Fung: In terms of the workplan, the general categories would be under Safety and Security and Customer Service and Communications, if this is something that the group wants to hear about the bathroom issue, it can be added to the workplan. Unfortunately, the lack of restrooms is not a high priority for the Metro Board. It is an issue that does not have much resolution. There must be a high demand from the public for the board to act on the restroom issue. This issue will be on the workplan as something to discuss.
  - Valentino: To clarify, in the CAC's drafted workplan, the current categories the Council identified are: Operations, Strategic Planning, Transit Operations, Safety and Security, Internal Operations of the CAC, Fiscal Responsibility, and Customer Service and Communication. This topic can be taken as a presentation or for updates. Fung: For further discussion.
  - Clarke: The workplan is fine as it is general framework/ structure for Council to work from. Explained about the past presentations like Banash's point of customer experience on the system. We need to mount a campaign and present to the board so the board can direct staff to act. We can do it. This issue does not call any changes to the workplan, but it does allow for further discussion to reinforce and support what we are building for this campaign.
  - Davies: It has been discussed all over the United States. Restrooms are magnet for crime, and they are labor intensive. Would like to move on to something else. Bowens: Agree.
  - Bowens: The concern that Banash brings up is a valid one, but this problem does not have a solution. Bowens believes that it should not be part of the workplan, but Metro can collaborate with partnerships to provide public restrooms instead of operating it on their own.
  - Banash: Supports Clarke's point of view. Would like to work on the issue.
- Clarke: If the solution to the bathroom issue is Metro working with



other entities, it is a potential way forward. To have identified locations may help the issue, and there can be payments involved where Metro pays x establishments to have a public restroom. We can create a proposal to make it happen and have a network of available establishments to present to the board.

- Fung: This is something we can do as an ad-hoc committee level on for one of the existing workplan items. It will take research and member interest to work on it. Would like to agendaize it at the end of a future meeting and see who is interested in discussing the topic further.
- Banash: Tried to get a restroom in the Rosa Parks Station for more than a decade and would like to provide this as a challenge for the future working committee.
- Valentino: Since you have Operations as part of the work plan framework, staff can check to see if a potential presentation or brief update can be shared re: past and current considerations and protocols considered in regard to bathrooms at Metro stations. If of interest to the Council, this topic could fit under CAC's Operations section of your work plan. Valentino also referenced what was included in the packet and the agenda item responses.

#### 6. Chair's request to revisit discussion re: CAC's placement in Metro organization

- Banash- Would not like to change, but there was or is a consensus that it would be better for CAC in some area to be supported by Board Secretary rather than the Communications Department. There are many aspects of support and would like to be first in line to say that coordinating the presentations by staff and outside resources is well done by the current process and does not want to change that. One aspect has been resolved, there is staff support with getting minutes done.
  - Shidler: We can leave it alone or keep it under Community Relations- Communications.
  - Valentino: CAC is under the Communications umbrella and under the subgroup Community Relations.
  - Bowens: This deserves a discussion because not many members understand it. Bowens agrees with Shidler, but to be influential and perceived with actual power, we should have further discussion on this. If being under the Board Secretary will make us more influential than under Communications, we need to discuss and have a consensus understanding on what CAC wants to do- Is it just a response from community or do we want to have a theoretical influence?
  - Shidler- My perspective of this organization is that we take input from the community/stakeholders, conclude it as a group, and relate it to the board. I do not think putting CAC under the Board Secretary office will be any different. Our job is to do what we are

doing and relate it back to our board members or as a board report, should Council reach consensus to pursue.

- Banash- Supports Bowens statement.
- Fung: Would like to have an executive committee meeting that focuses on strategic planning or goal setting to know what exactly we as CAC Members want to accomplish. It would be helpful to have something more structured for July or August Executive Committee Meeting. This meeting would be for the officers and CAC members that would like to participate to identify what our goals are, and it will take about two hours. We do talk about important items from a structural, holistic standpoint, and project level. But I do think it is helpful to clarify as a group what we want to do. Requests staff to ask Talent Management to see if there is an experienced employee in the Training Dept. that can provide CAC Members a training or if there are resources available so CAC can hold it ourselves.
  - Valentino: Before COVID, Talent Management came to a CAC Meeting and presented per CAC's request on how to increase effectiveness with CAC Officers running meetings. They had provided a training and some resources to the CAC Members. Since you are also Brown Act body, CAC had also requested Ethics and counsel staff to provide an update and a refresher on the Brown Act and applicability of Form 700 to CAC. It would perhaps be helpful to have refreshers on this information once again, given that there are likely newer CAC Members or Members that were not able to attend previous training provided at CAC meeting.
  - Fung: Would like to have the Brown Act refresher for future Executive Committee Meeting. If it is a goal setting or strategic planning meeting, we can plan to have it for our August meeting (July might be too soon). Would like to look at the July topics. If it is a lighter meeting, we can provide the refresher in the July General Assembly Meeting.
- Valentino: The other item for July was the Metro Street Safety Policy presentation.
- Fung: In July for the General Assembly Meeting, we will have the Brown Act presentation and will re-confirm during the July Executive Committee Meeting. In August for the Executive Committee Meeting, we will have the strategic planning and goal setting with Talent Management. We have until August to have that meeting.
- Banash: We need to address where we are going and what we see the CAC role is. He does not want to participate at the "How to Run Effective Meetings" presentation.
- Valentino: Explained that CAC appointees determine their goals not Metro training and development staff for the Council. But, Metro training and development staff could perhaps assist them with training and suggestions of potential tools CAC could use/employ during CAC's strategic planning and goal setting efforts.

- Fung: We can get resources on strategic planning or goal setting. Fung will do research on that. We still have some time before we get there. Valentino: Will check with OD&T on any resources potentially available for CAC. Fung: That would be helpful.

## 7. Open Discussion for CAC Members

- Davies: Would like to talk about the seeking bids for a Monorail in a subway under Sepulveda Pass and possibly agendize for the next month's Executive Committee Meeting for further discussion.
  - Fung: We can agendize it. What is the goal of the item? Do we want to have an ad-hoc committee to come up with a recommendation, create a recommendation letter, or let the process play out? Recommended CAC members to participate at the June 8<sup>th</sup> webinar before suggesting any recommendations.
  - Valentino: Staff will send out a reminder about the June 8<sup>th</sup> webinar and include two other attachments from the last meeting. We will get that out today.

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

- No public comments.

## 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

- 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](#)

- Hank adjourned the meeting at 11:42 am.

## ATTACHMENT B

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

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

- a. **June 23<sup>rd</sup> GA Meeting**- CAC Work Plan & Mtg. Dates adoption; CAC's election of Officers (*per CAC Bylaws*)
- b. **Metro Street Safety Policy**- Metro Safety Education in collaboration w/ OEI, Planning are seeking CAC's review and input by July 2021. (*invitation from project staff to present to Council during July GA Mtg., prior to Metro Board consideration in Sept.*)
- c. [Sepulveda Transit Corridor Project Overview- June 8<sup>th</sup> 12 p.m. Webinar](#)
- d. **Metro Equity & Race Dept. Updates (focus on latest Equity policies/tools)**
- e. [Metro Customer Experience – Better Bus](#) (Team offering regular updates to this Council)
- f. **Metro Operations & Service Planning Updates** (per CAC Work Plan)
- g. **Bathroom considerations at/ near transit stations**
- h. **Planning Updates** (per CAC Work Plan)
- i. [Countywide Goods Movement Plan- Updates](#)
- j. [TAP updates – contactless payment introduced in Sept. 2020](#)
- k. **Vice Chair's Traffic Reduction Study Questions**, Draft Report status
- l. [Crenshaw North Extension Project Updates](#), Purple Line (First Segment), Regional Connector (CAC asked updates to come from Construction Relations and Walsh/Shea)
- m. [Metro TOD updates](#) and [joint development](#) updates
- n. [I-105 Project Updates](#)
- o. [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.
- p. **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.)
- q. **State Rail Plan Updates**
- r. **Any other CAC Member suggestions?**

# ATTACHMENT C

## 4. Administrative Items & Announcements (20 min.)

- a) Member updates as shared w/ CAC Chair or staff
- b) CAC Chair's Review of current Work Plan w/ Council (see next page)
- c) CAC's review of requested Metro presentations from June 2020- Present (see listing enclosed below, per Wolfe's suggestion during April Gen. Assembly Mtg.).
- d) CAC's adoption of Work Plan for June 2021-June 2022 @ 6/23/21 CAC GA Mtg.
- e) CAC's Jan. 2022- Dec. 2022 Meeting dates for formal adoption at June Exec. Comm. and June GA Mtg. (per CAC Bylaws & enclosed below)
- f) Chair's Reminder to Council re: CAC June elections (for roles of Chair, Vice Chair, Secretary, Chair Emeritus for FY 2022).
- g) Reminder to Council to reference [CAC's Bylaws](#) for outline of duties for CAC Officer position; how CAC Officers and Members are to run CAC Executive, Standing, Ad-Hoc Committees, CAC's appointment process, etc. Bylaws always accessible for reference on [Metro CAC website](#).
- h) Updates on [Public Safety Advisory Committee](#) and [FSI](#).
- i) CAC's Placement in [Metro Organization](#)
- j) CAC Chair's letter to Metro Board Members/Appointers', reminding of opportunity to make appointments to CAC (enclosed below in packet)

## **Metro Community Advisory Council (CAC's Existing Work Plan)**

(Categories are grouped alphabetically)

### **Customer Service and Communications**

- Metro leads: Chief Communications Officer, Executive Officer Customer Care, Executive Officer Civil Rights, Director of Customer Programs and Services
- Objective: Create a positive and user-friendly environment for current and future users as a viable alternative to private automobiles.

### **Fiscal Responsibility**

- Metro leads: Chief Financial Officer, Executive Officer Finance and Budget, Office of Management and Budget
- Objective: Recommend Metro achieve the Board recommended farebox recovery goal.

### **Internal Operations of the Citizens Advisory Council**

- Metro leads: CAC Executive Committee, volunteer leads of Ad-hoc Committees, Communications Department to provide support to Chair & Council.
- Objective: Stay relevant, engage membership, and make substantive improvements to Metro

### **Safety and Security**

- Metro leads: Chief Systems Security and Law Enforcement Officer, Executive Officer for Risk Management
- Objective: Enhance the security and safety of the Metro system for its customers and employees.

### **Strategic Planning and Program Management**

- Metro leads: Chief Planning Officer, Executive Officer Countywide Planning and Development, Chief Innovation Officer, Chief Program Management Officer
- Objective: Encourage Metro to allocate resources to meet its strategic planning goals.

### **Transit Operations**

- Metro leads: Chief Operations Officer, Executive Officer Service Development, Executive Officer Service Councils
- Objective: Create a positive and user-friendly environment for current and future users as a viable alternative for private automobiles.

**CAC's Requested Metro Updates / Presentations from June 2020 -May 2021 GA Mtgs.**

<b>Presentation Date</b>	<b>Title</b>	<b>Email Addresses</b>
<b>June 24, 2020</b>	I-105 ExpressLanes Presentation (Presenter: Philbert Wong)  LIFE Program staff's response to CAC Concerns (Drew Phillips and Armineh Saint)	<a href="mailto:WONGP@metro.net">WONGP@metro.net</a>  PhillipsD@metro.net <a href="mailto:SaintA@metro.net">SaintA@metro.net</a>
<b>July 22, 2020</b>	Metro's Comprehensive Pricing Study- Introductory Presentation (Ray Kan & doreen Morrissey)	KanR@metro.net <a href="mailto:MORRISSEYD@metro.net">MORRISSEYD@metro.net</a>
<b>August 26, 2020</b>	Metro Recovery Task Force Presentation (Mark Vallianatos was the scheduled presenter. Lilian De Loza-Gutierrez provided the presentation as Mark was unable to attend).	VallianatosM@metro.net <a href="mailto:DeLozaGutierrezL@metro.net">DeLozaGutierrezL@metro.net</a>
<b>September 23, 2020</b>	Metro Traffic Reduction Study Updates (Presenter: Tham Nguyen)  CAC Chair's suggested resources re: Crenshaw North Extension (CNE) Project	NGUYENTHA@metro.net
<b>October 28, 2020</b>	Metro Fareless System Initiative (FSI) Overview & Updates (Presenters: doreen Morrissey & Ray Kan);  Updates & invitation to CAC to engage in Countywide Coordinated Public Transit Plan (CCP) and Surveying efforts (CCP documents services for older adults and people with disabilities). (Adam Stephenson)	MORRISSEYD@metro.net <a href="mailto:KanR@metro.net">KanR@metro.net</a>  <a href="mailto:stephensona@metro.net">stephensona@metro.net</a>
<b>November 18, 2020</b>	Metro Microtransit Updates (Presenter: Rani Narula-Woods, Patrick Chandler)  Metro Sustainability Council's invitation to Metro CAC to have a seat on Council (Cris Liban)	<a href="mailto:NarulaWoodsR@metro.net">NarulaWoodsR@metro.net</a> <a href="mailto:Chandlerp@metro.net">Chandlerp@metro.net</a>  LibanE@metro.net
<b>December Holiday Meeting (Dec. 4, 2020)</b>	Remarks from Metro Executive Leadership (Metro Chief-of-Staff, Nadine Lee)	<a href="mailto:LeeN@metro.net">LeeN@metro.net</a>
<b>January 27, 2021</b>	Metro Long Range & Short-Range Transportation Planning Team Updates (Kalieh Honish)  Metro Recovery Task Force Latest Updates (Mark Vallianatos)	<a href="mailto:HonishK@metro.net">HonishK@metro.net</a>  VallianatosM@metro.net
<b>February 24, 2021</b>	Metro updates regarding new Federal masking rules (Presenter: Dave Sotero)  Metro Customer Experience Updates (Presenter: Aaron Weinstein)	<a href="mailto:SoteroD@metro.net">SoteroD@metro.net</a>  <a href="mailto:WeinsteinA@metro.net">WeinsteinA@metro.net</a>
<b>March 24, 2021</b>	Metro Fareless System Initiative (FSI) Updates (Presenters: Dennis Tucker; doreen Morrissey)  Metro Homeless Task Force initiative- Overview & Updates (Presenters: Joyce Burnell-Garcia, Carlos Rico, Julia Brown)	TuckerDe@metro.net <a href="mailto:MORRISSEYD@metro.net">MORRISSEYD@metro.net</a>  BurrellGarciaJ@metro.net <a href="mailto:RicoC@metro.net">RicoC@metro.net</a> <a href="mailto:Brownju@metro.net">Brownju@metro.net</a>
<b>April 28, 2021</b>	Metro Sustainability April Earth Month Recap and Updates (Heather Repenning & Julia Brown)  Metro Budget- Overview & Updates re: FY22 Proposed budget (Giovanna Gogreve & Chris Gallanes)	<a href="mailto:RepenningH@metro.net">RepenningH@metro.net</a> <a href="mailto:Brownju@metro.net">Brownju@metro.net</a>  GogreveG@metro.net <a href="mailto:GALLANESC@metro.net">GALLANESC@metro.net</a>
<b>May 26, 2021</b>	Metro Planning Verbal Updates- Kalieh Honish	<a href="mailto:HonishK@metro.net">HonishK@metro.net</a>

	<p>NOHO to Pasadena BRT Project Team (Presenters: Gary Byrne, Tito (Stephen) Corona);</p> <p>Metro Operations &amp; Service Planning Updates- Joseph Forgiarini</p> <p>Metro Customer Experience- Surveying updates &amp; Better Bus (Presenter: Aaron Weinstein)</p>	<p>ByrneG@metro.net <a href="mailto:CoronaS@metro.net">CoronaS@metro.net</a></p> <p><a href="mailto:ForgiariniJ@metro.net">ForgiariniJ@metro.net</a></p> <p>WeinsteinA@metro.net</p>
<p><b>June 23<sup>rd</sup> 2021</b></p>	<p>Metro Staff presentations/latest updates on: Crenshaw Project, Regional Connector, Purple Line</p> <p>Metro CAC's Officer Elections, Review/adoption of FY 22 Work Plan framework &amp; meeting dates for calendar year 2022 (per bylaws guidance),</p>	<p><b>Presenters:</b> Crenshaw: Stephanie Leslie &amp; Annette Cortez <a href="mailto:LeslieS@metro.net">LeslieS@metro.net</a>; <a href="mailto:CortezA3@metro.net">CortezA3@metro.net</a></p> <p>Regional Connector: Olga Arroyo: <a href="mailto:arroyoo@metro.net">arroyoo@metro.net</a></p> <p>Purple Line: Kasey Shuda <a href="mailto:Shudak@metro.net">Shudak@metro.net</a>;</p>



## **Anticipated 2022 CAC Meeting Dates (per CAC's Bylaws guidance)**

**Executive Committee Meetings-** Typically held the First Friday of each month, starting at 10 a.m., unless an alternative date is noted below:

- January 7, 2022 (adjusted due to New Year/holiday)
- February 4, 2022
- March 4, 2022
- April 1, 2022
- May 6, 2022
- June 3, 2022
- July 8, 2022
- August 5, 2022
- September 9, 2022 (adjusted due to September 5<sup>th</sup> Labor Day)
- October 7, 2022
- November 4, 2022
- December 2, 2022

**General Assembly Meetings:** Typically held the Fourth Wednesday of each Month, starting at 6p.m., unless alternative date is noted below.

- January 26, 2022
- February 23, 2022
- March 23, 2022
- April 27, 2022
- May 25, 2022
- June 22, 2022
- July 27, 2022
- August 24, 2022
- September 28, 2022
- October 26, 2022
- November 16, 2022 (adjusted due to Thanksgiving Holiday)

**IMPORTANT NOTE:** Meeting Dates are Subject to Change. Please always reference final posted CAC meeting Agendas on the Metro website for final dates and time.

CAC Chair's letter template to Metro Board Members/ Appointers:

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, socioeconomic, 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 D

## 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

Regarding "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/UCIBxziCThircQ1DaRNOFH0w>  
<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 our 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.

- g) Banash's request to re-visit Metro's Restroom Issue.
- h) Davies's request to discuss Metro's Sepulveda Pass – concerns re: Monorail concept

## **i) May/June CAC Chair's Report- submitted by CAC Chair, Hank Fung**

### **Metro Community Advisory Council Chair's Report, June/July 2021**

#### **Thank you for your support**

Thank you again for supporting my reelection for CAC chair. As stated at the meeting, my goal is to empower you, the members, into facilitating the interests that you have to make Metro better. While I certainly have opinions, I will not run meetings advancing a personal agenda, but only keep in mind the best interests of the riders, drivers, pedestrians, cyclists, and taxpayers of Los Angeles County. As always, you can reach me at my personal email, [hank@bleeble.org](mailto:hank@bleeble.org), or email me for my phone number to talk more synchronously.

#### **Metro fareless whiplash**

At our May CAC meeting, I had noted that brochures regarding the NextGen service change also indicated to riders that they had to start paying fares on June 27. The Metro staff person deferred to the Metro Board, who in their May motion had indicated that the status quo of fare collection (or not) would continue. However, on June 27, Metro resumed front door boarding and many drivers were asking riders to pay their fare. According to reports on social media, some drivers did not follow Metro's longstanding policy of stating the fare once and moving on, and actually delayed riders to wait for them to pay fare after the rider declined to do so. According to Los Angeles Times (former) transportation reporter Laura J. Nelson, there were screenshots of reminders on the bus control pad in the morning of June 29 reminding drivers to ask riders to pay their fare, and then in the afternoon subsequently suspending that guidance.

To be fair, Metro messaging has always been that the system is not free. In fact, Phil Washington had stated at the April Metro board meeting that declaring the Metro system free could have "unintended consequences with regards to big crowds on our buses, and people just riding around for free[.]" <https://www.latimes.com/california/story/2020-04-17/coronavirus-cuts-los-angeles-metro-bus-train-service>

Nevertheless, I am concerned about the inconsistency of drivers asking or not asking for fare. It should be noted that Silver Line fare validators were always off when I rode the route after June 2020, when they could have been active and collecting fare. However, rail turnstiles as well as the Orange Line fare gates have always recognized fare.

Metro's CEO made an announcement on June 29 recognizing the confusion, but customers are still "encouraged to TAP their cards when and where they can", while instructing drivers to "not quote fares at this time". Subsequently, clearer direction was given on June 30 regarding fareboxes, consistent with the intent of the May board directive.

While most Metro riders make below \$35,000 a year, there are some riders who can afford to pay. All surrounding agencies in other counties, as well as Foothill Transit, Pasadena Transit, Santa Monica Big Blue Bus, Culver Citybus, Montebello Bus Lines, LADOT Commuter Express, Santa Clarita Transit, etc. are charging fares. Gardena recently started charging fares July 1. The remaining holdouts are Burbank Bus, Glendale Beeline, LADOT DASH, Long Beach Transit and Torrance Transit which are not charging fares.

Needless to say, it is my opinion that Metro's messaging leads much to be desired. I have been a strong proponent of resuming charging fares, but regardless of your opinion the inconsistency between drivers is frustrating to riders.

### **Metro NextGen service change**

The NextGen service change has affected dozens of lines in this round with dramatic changes in the San Fernando and San Gabriel Valleys, as well as South Los Angeles, Highland Park/Eagle Rock, and the Mid City area. It was pointed out that there are long service gaps on new Line 182 (between Hollywood and El Sereno) where there are no stops, where no Metro service ran before. Bus stop information is still incorrect in some locations and does not reflect current lines, and destinations for existing lines have not been modified.

Another concern is the lack of printed timetables for the new service. Metro stopped printing timetables during the pandemic and has not yet restarted. Many Metro riders do not have access to smartphones. There is also no system map for the new service. In order for NextGen to be effective, these issues must be resolved or they will further passenger confusion.

The micro transit has also expanded to new areas, and I hope to ride that in the future.

### **CAC recruitment**

I received positive feedback from those who I sent the invitation letter to appoint members to, but have not yet received any new appointees. I have sent messages to my contacts if they know of people interested in participating. While all appointees are appreciated, we are looking especially for more women, LGBT, Black and/or Latino, and younger (under age 40) participants on the council, who regularly ride transit or use other Metro services.

### **PAC meeting report**

At the June PAC meeting, the motion to have the PAC express its concern that the first priority of Metro should be operations was tabled due to a lack of consumer participation. We also heard presentations on Metro's priorities for the transportation reauthorization bill, a Community Based Organization engagement strategy, street safety policy, and short range transportation plan performance measures.

### **Dana Gabbard links**

Dana Gabbard, a frequent attendee of this council, has sent the following links of interest, which I forward only for information and not as an endorsement and nor were these links created by Metro staff:

Sepulveda Transit Corridor comparison of proposals:

<https://www.youtube.com/watch?v=xJdbCgVkh3w>

Monorail webinar: <https://youtu.be/KQNR-5N55os>

High Speed Rail webinar with Brian Kelly, CEO of the High Speed Rail Authority:

<https://youtu.be/a0afgE1j60U>

### **Metro Sepulveda Transit Project Update**

On June 8<sup>th</sup>, The Metro Sepulveda Transit Project Team hosted a lunchtime webinar on this project, which can be found on the Metro YouTube Channel:

<https://www.youtube.com/watch?v=7oJmHosaLNo>

### **Bob Wolfe letter**

Bob Wolfe recently wrote a letter regarding the Los Angeles Times' recent article about the \$900 million airport people mover, encouraging extension of the Crenshaw Line north to Hollywood: <https://news.yahoo.com/letters-editor-yes-public-transportation-100043235.html>

The article being responded to is here: <https://www.latimes.com/california/story/2021-06-22/is-this-the-l-a-transit-project-that-will-change-everything-work-begins-on-lax-rail-connector>