

**West Contra Costa Transportation Advisory Committee
Board of Directors Meeting
Meeting Minutes: January 22, 2016**

MEMBERS PRESENT: Sherry McCoy, Chair (Hercules); Janet Abelson, Vice-Chair (El Cerrito); Gayle McLaughlin (Richmond); Maureen Powers (WestCat); Zakhary Mallett (BART); Chris Peeples (AC Transit); Tom Butt (Richmond); Cecila Valdez (San Pablo); John Gioia (CC County)

STAFF PRESENT: John Nemeth, Joanna Pallock, Valerie Jenkins, Leah Greenblat, Danelle Carey, Jessica Downing, Kris Kokotaylo (legal counsel)

ACTIONS LISTED BY: Valerie Jenkins

Meeting Called to Order: 8:05 AM

Public Comment

None

3. Election of Officers

a. CCTA Representative (even-year term) – Nomination-Janet Abelson; *Director Gioia* nominated; seconded by *Director Butt*; passed unanimously

b. CCTA Alternate(s) – Nomination-Sherry McCoy; *Director Butt* nominated; *Director McLaughlin* seconded; passed unanimously

c. WCCTAC Chair – Nomination- Sherry McCoy; *Vice-Chair Abelson* nominated; seconded by *Director Gioia*; passed unanimously

d. WCCTAC Vice-Chair- Nomination - Janet Abelson; *Director Peeples* nominated; seconded by *Director McCoy*; passed unanimously

4. Introduction of TDM Assistant- Jessica Downing

John Nemeth introduced Jessica Downing as the new part-time staff person working with Danelle Carey on marketing efforts for employer outreach and commute alternatives.

Consent Calendar: Motion by *Director Mallett*, Seconded by *Director Peeples*; passed unanimously.

5. Minutes of December 12, 2015 Board Meeting.

6. Monthly Update on WCCTAC Activities.

7. Financial Reports - November & December 2015

8. Payment of Invoices over \$10,000. WCCTAC paid three invoices to WSB-Parsons Brinkerhoff in the amounts of \$168,166, \$87,263 and \$80,902.

ITEM/DISCUSSION	ACTION
<p>Item # 9 West County High Capacity Transit Study</p>	<p>Staff and the study consultant presented an overview of the Travel Market Analysis, the Preliminary Alternatives, and the Evaluation Criteria. This information corresponded to Technical Memoranda 7, 8 & 9.</p> <p>Staff also discussed the public outreach strategy and meetings proposed for April. Lastly, staff requested that approximately \$19K of the study's contingency budget be used for addition public workshops and data analysis.</p> <p><i>Director Peeples</i> motioned to schedule public outreach for April 2016; <i>Director Powers</i> seconded the motion; <i>Directors McLaughlin</i> and <i>Director Mallett</i> voted <i>No</i>; motion passed.</p> <p><i>Director Peeples</i> moved to use a portion of the study's contingency budget of \$19k; seconded by <i>Director Abelson</i>; motion passed unanimously.</p>
<p>Item #10 Transportation Expenditure Plan (TEP)</p>	<p>Continued to February 2016 Board Meeting</p>

Meeting Adjourned: 10:18 AM