

**Caltrain Centralized Equipment Maintenance and Operations Facility (CEMOF)
Monitoring Committee
San Jose City Hall, 200 E. Santa Clara, 8th Floor, San Jose, CA**

**May 19, 2010
Minutes**

Members Present: Art Lloyd (JPB), Chris Escher (Arena), Sally Logothetti (Garden Alameda), Mike Smith (Shasta/Hanchett Park), Ben Tripousis (VTA), Chris Tulin (College Park)

Members Absent: Councilmember Pierluigi Oliverio (San Jose City Council)

Staff Present: Todd McIntyre, Nancy McKenna, David Olmeda

Attendees: Terry Reilly (Councilmember Oliverio's Office)

Chair Mike Smith called the meeting to order at 6:04 p.m.

APPROVAL OF MINUTES

Chair Smith had the following corrections to the January 27 minutes.

- Under the Chair's report: Because of Brown Act consideration Chair Smith would like the last sentence in his report to read, "Chair Smith will now compile the report and share with selected members of the committee for comments.
- Screeching Tracks (Old Business), there is no mention of the planned trial run of a top-of-rail "friction modifier" as recommended by a consultant.
- Extended Engine Idling (Old Business), second paragraph, fourth sentence, the word "arrives" should be deleted.

The committee (Lloyd/Tripousis) approved the minutes of the January 27, 2010 meeting with the above corrections.

Public Comment

None.

Staff Report

No report.

Chairperson's Report

No report.

Screeching Tracks

Director of Maintenance David Olmeda said the testing for the rail friction modifier has been scheduled for the week of June 24. Subsequent to last meeting longer wiper blades were installed and that did not resolve the issue so a larger lubricator has been ordered. Mr. Olmeda said staff is actively discussing this issue with UP.

Sally Logothetti asked about lubricators being installed on the tracks. Community Relations Manager Todd McIntyre said he will follow up with Director of Rail Transportation Michelle Bouchard and send a follow-up e-mail out to the committee.

Response Time for Complaints

Mr. McIntyre said staff recognizes the tremendous number of calls on the horn issue and staff may have fallen short in responding to all contacts within the promised 72 hours. Staff now will acknowledge every complaint within 72 hours and let the customer know that an answer will be received shortly or that additional research is being done to address the matter. Mr. McIntyre said the committee had requested a more detailed quarterly report on the complaint log. He said going forward staff will use the new format distributed with the agenda packet and if there are no contacts for the month an e-mail will be sent stating that no complaints were received during the month.

Chris Escher thanked staff for a good job on the complaint log. He asked if this log could be sent out on a monthly or bi-monthly basis to the neighborhood associations.

Ms. Logothetti said this committee has worked very hard with individuals who have constant complaints and if this is issued to a broader community then a can of worms could be opened.

Chair Smith suggested this report be posted on the website and let the neighborhood associations know this report is available.

Art Lloyd said this should be made available to the community because it is good public relations and the community needs to see the work this committee and staff are doing.

Mr. Lloyd suggested having Executive Director, Public Affairs Mark Simon do a news release about the committee.

Mr. McIntyre said when the agenda and notice is distributed it can be also be distributed to the neighborhood associations.

Mr. Escher doesn't want this report to give people a reason to start complaining. Mr. McIntyre said every complaint is investigated.

Shared Objectives and Outstanding issues

Mr. McIntyre said at the last meeting it was decided to do a shared objectives memo and document the status of engine idling, horn testing, screeching tracks and the hotline. There is an answering service that passes the messages to staff the next day. The report references response times which have been discussed earlier. An additional column has been added on the shared objectives reflecting the status of each item.

Chair Smith said in the staff memo the screeching tracks doesn't mention the parallel tracks and he doesn't consider it resolved. He also feels the hotline issue has been resolved to the committee's approval and can be removed from the follow-up list.

Chair Smith asked what the next step is on this memo and for people to see it. Mr. McIntyre said the revised version of the outstanding issues memo could be posted to the website.

Mr. Escher believes this is great information and deserves public scrutiny.

Ms. Logothetti asked if these items are being considered closed and are they completed.

Chair Smith said any item on the quarterly report is put on the agenda as old business.

Updated Plan for Activities and Potential Impact

Mr. McIntyre said there is a Phase 2 for the South Terminal Project and he will mail out to the community information on the project when it starts. Staff looks at detailed plans of the construction plan and, if necessary, works with the contractors to adjust work schedules to have the least amount of impact on the tracks and community.

Neighborhood Survey

Chair Smith asked if there is anything more that this committee or staff can do on this survey. Mr. Escher said the changes to the way staff communicates to the CEMOF committee are the appropriate trigger to answer any issues.

Ms. Tulin said when the information is distributed it should be stated this is in response to the neighborhood survey.

The committee agreed that the following old business items could be considered closed:

- Response Time for Complaints
- Updated Plan for Activities with Potential Impact
- Neighborhood Survey

Announcements

Chair Smith said if no big issues arise between now and the July meeting he will consider cancelling the meeting.

Ms. Tulin asked when will the results of the friction modifier will be available. Mr. McIntyre said he would send an e-mail to the committee as soon as he receives the results from staff.

The next meeting will be July 28, 2010 at 6:00 p.m.

Adjourn 7:15 p.m.