

**Peninsula Corridor Joint Powers Board (JPB)  
Board of Directors Meeting  
1250 San Carlos Avenue, San Carlos CA 94070**

**MINUTES OF OCTOBER 1, 2015**

**MEMBERS PRESENT:** J. Cisneros, M. Cohen, A. Kalra, A. Tissier (Chair), P. Woodward, K. Yeager

**MEMBERS ABSENT:** J. Gee, R. Guilbault, T. Nolan

**STAFF PRESENT:** J. Averill, M. Bouchard, J. Cassman, A. Chan, D. Couch, C. Fromson, G. Harrington, J. Hartnett, M. Lee, M. Martinez, N. McKenna, S. Petty, M. Simon, S. van Hoften

Chair Adrienne Tissier called the meeting to order at 10:05 a.m. and led the Pledge of Allegiance.

**PUBLIC COMMENT**

Andy Chow, Redwood City, said he has been hearing more about incidents where cars turn onto tracks. He said the reason this happens is because people rely too much on Global Positioning Systems. A remedy could be to improve the grade crossing designs because they currently look like regular intersections, add bumpers in the road, and add surveillance cameras.

Roland Lebrun, San Jose, said he was on a train that was standing room only at Santa Clara, and this impacts dwell time. He said last November the Board approved \$11 million in farebox revenue bonds for new cars. So far, the only thing that has happened is six cars were added to six bullet trains. The other cars are sitting somewhere and nothing is happening to them. He asked what happened to the money. Last Friday one train lost power. There might be a situation such as a blackout where 12 trains on the line would all lose power simultaneously. This happened in Switzerland. Caltrain needs a power backup. He said he has documented this extensively in the Electrification Environmental Impact Report comments. He asked the Board to rethink this issue.

Director Malia Cohen arrived at 10:07 a.m.

Jeff Carter, Millbrae, said on Friday, Train 371 was stuck on the tracks for two hours leaving 900 people with no air conditioning or lighting. He asked who is in charge in that kind of situation. He said people broke out emergency windows to get out of the train. Other trains could have been used to pull the train to the Broadway station so people could get off the train. He said this situation is unacceptable and there is a better way to handle it.

Adina Levin, Friends of Caltrain, said there is a petition in the correspondence packet with over 300 signatures about which railcars to purchase and the features and specifications to be included. People were stuck on the train last Friday for two hours. She said if there were no bathrooms on the train, it would be much worse. She said the

most popular request for Bay Area Rapid Transit (BART) is to reopen the Berkeley bathrooms. She asked if BART can't manage to keep their bathrooms open, how can Caltrain.

### **CONSENT CALENDAR**

- a) Approval of Minutes of September 3, 2015
- b) Acceptance of Statement of Revenues and Expenses for August 2015

Motion/Second: Woodward/Kalra

Ayes: Cisneros, Cohen, Kalra, Woodward, Yeager, Tissier

Absent: Gee, Guilbault, Nolan

### **CHAIRPERSON'S REPORT**

None.

### **REPORT OF THE CITIZENS ADVISORY COMMITTEE (CAC)**

Chris Cobey, Chair, CAC, said at its September 16 meeting, the CAC:

- Discussed the basis and nature of the proposed fare increases and fare discounts.
- Discussed fare equity. The Metropolitan Transportation Commission (MTC) is studying this issue regionally and will have a report next year.
- Received a presentation on rolling stock usefulness and lifecycle.

### Public Comment

Roland Lebrun, San Jose, said an attorney should attend CAC meetings. He said the presentation on rolling stock was excellent. The shells of the new Gallery cars are the only things in good condition; everything else has to be redone. Now tens of millions of dollars will have to be spent to rehabilitate railcars that should have been replaced in the last five years. He said the JPB should revisit the Electric Multiple Unit (EMU) procurement and procure the trains now. For electrification there will have to be massive changes to tracks.

### **REPORT OF THE EXECUTIVE DIRECTOR**

#### **Caltrain Modernization (CalMod) Update**

Marian Lee, Chief Officer, Caltrain Planning and Modernization, said:

- The Communications-based Overlay Signal System Positive Train Control (CBOSS PTC) installation in the corridor and on trains is 95 percent complete. Starting early October crews will be testing trains on the entire corridor. Notifications were sent out and outreach coordination has been done with the cities. This has contributed to minimizing complaints, and no new complaints have come in for several months.
- The electrification project has been accepted into the Core Capacity Grant process in the project development phase. Staff is working with the Federal Transit Administration to submit a package to request a rating on the project where a minimum of medium is needed to be eligible to receive funds from them. Staff is striving to achieve a good enough rating for the project to be included in the presidential budget. The grant request has been increased to account for more contingency. Staff was initially asking \$220 million but it has been increased 30 percent to \$447 million.

- Staff continues to work with the partners to finalize the terms of the agreement for the supplemental agreements to the Nine Party Memorandum of Understanding (MOU).
- Staff has received proposals for the design-build electrification procurement and is in a confidential process for evaluating the proposals. The Request for Proposals (RFP) for the EMUs was issued and the proposals due date has been moved out to account for issuance of addendums to the RFP.
- A quarterly project delivery update will be provided at the November Board meeting and it will include a comprehensive list of CalMod activities, updates to the supplemental funding agreements, and revised key milestone dates. Staff will not be coming to the Board in November for contract award.

Jim Hartnett, Executive Director, said

- The reorganization of the agency included merging the public affairs and marketing/customer service divisions. This created the position of chief communications officer. Seamus Murphy has been appointed to that position effective October 5.
- The American Public Transportation Association annual conference is in San Francisco this year and starts this weekend. Ms. Lee will be presenting innovative ideas from the Bay Area addressing the electrification project. Stacey Cocke, Senior Planner, will be addressing the first and last mile creating a complete trip.
- Customer Service Week is celebrated the first week of October. The national theme is "Everyday Heroes." A comic book was created that includes pictures of customer service, public affairs, bus and training staff and the Transit Police. As part of this celebration, people will be encouraged to fill Second Harvest Food Bank barrels to benefit families in need throughout San Mateo County.
- Last Friday, a car was on the tracks and struck by a train in Burlingame. The train was immobile for close to two hours leaving passengers without air conditioning and electricity. An immediate investigation of all aspects was commenced. Staff will look at every aspect of the response to learn what can be done to improve.

### **KEY CALTRAIN PERFORMANCE STATISTICS – AUGUST 2015**

Michelle Bouchard, Chief Operating Officer, Rail, said:

- Key Caltrain Performance Statistics August 2015 compared to August 2014
  - Monthly Performance Statistics
    - Total Ridership was 1,679,299, an increase of 3.2 percent.
  - Year-to-Date Performance Statistics
    - Total Ridership was 3,408,470, an increase of 5.7 percent.
- On November 7, Caltrain will be bus bridging through the San Mateo Bridges Project. The first of four bridges will be installed at Tilton.
- Staff has a commitment to customer service and safety. The accident on Friday occurred around 5:30 p.m., an AC/DC concert was going on in San Francisco, and a brand new engineer was running the train. The response times it takes to get from San Jose or San Francisco precluded a meaningful operational presence on scene for about an hour. As soon as the train impacted the two vehicles at Broadway, the heating, ventilation, and air conditioning system was cut. Protocol says the safest place to be on the right of way is on the train.

Typically, when the train is not at grade and there is not stable ground to offload people, customers will be kept on the train where it is safest. In circumstances when people are removed from the train onto the ballast, that has to be highly supervised. A task force composed of staff and Transit America Services, Inc. (TASI) has been put together to look at every aspect of the response from customer service to mechanical to operational response to identify actions to implement with all incident responses.

Chair Tissier asked what role the Transit Police play in this type of incident. Ms. Bouchard said in the initial aftermath, the engineers and conductors are responsible for securing the safety of passengers. The Transit Police are responsible for investigating the incident. TASI is responsible for securing the safety of the area so there is no train movement.

Director Ken Yeager asked what the procedure is when a person is injured or when there is a fatality and what the protocol is when people are taken off the train. Ms. Bouchard said the train in this incident was about 1,000 feet north of the station, so there was no at-grade area where people could be supervised to alight onto the street. There have been instances in the past where customers suffered injuries trying to get off the train onto the ballast. During a fatality, TASI would typically try to move the train to a station or a grade crossing where people could be safely evacuated. In this case, because of the damage to the train, the train could not be moved.

Director Yeager asked how long the procedure normally takes to move a train to a platform when there is a fatality. Ms. Bouchard said that often depends on the circumstance. A fatality has to be investigated and the train cannot move until it is cleared by the Transit Police and the coroner. In those cases, people would have to be on the train for as long as it takes to clear the train, which could be up to a couple of hours.

Director Yeager asked why this situation was so different than a case involving a fatality. Ms. Bouchard said it was because the head-end power got knocked out due to the impact of the vehicle strike, which caused the air conditioning to turn off. It also took time to get people on scene to troubleshoot the mechanical issue.

Director Cohen asked what the response time was and what the average response time is. Ms. Bouchard said response time is largely dependent on the time of day that the incidents occur because responders are in the mix of traffic with everyone else. This incident occurred at 5:28 p.m., and local fire was on scene at 5:43 p.m. The TASI employee in charge arrived at 6:20 p.m.

Director Cohen asked if there was constant communication between the conductor and the passengers. Ms. Bouchard said staff is investigating what level of communication occurred. She said it may not have been where it needed to be. Interviews are being conducted to assess what happened.

Director Cohen asked how often trainings and drills are conducted. Ms. Bouchard said twice a year full-scale drills are conducted. This does not mean staff can't do informal

testing or refresher training to keep everyone clear on what protocols are. Staff will be looking at whether this is enough or if more is warranted.

Director Cohen asked what the feedback has been from passengers. Ms. Bouchard said it was hot onboard and there could have been more communication.

Mark Simon, Senior Advisor, Strategic Initiatives, said customers were upset it took so long and they were not being told the information they needed.

Director Cohen asked when social media staff started responding and posting to customers. Mr. Simon said almost immediately.

Director Cohen said she is interested in seeing and hearing an analysis of where the weaknesses were in this incident and the strategy to strengthen those areas. She said it is important to train the engineers and conductors in moments of crisis to be calm and considerate to the passengers. Mr. Simon said this is something staff needs to do better and there will be an examination of how this should have been done differently.

#### Public Comment

Roland Lebrun, San Jose, said the cables at the front of the cab cars are unprotected. The equipment should be shielded by something. A solution is to put another locomotive on the train, but then there are issues with platform length. If the Board went ahead with the EMU procurement, this will be taken care of. The EMUs will have backup power and there will not be cables hanging off the train. The EMUs are designed to take an impact. In the United Kingdom, the response is different. Police board the train, hand out water, and evacuate anyone who needs to be.

#### **AUTHORIZE EXECUTION OF A SCOPING AND DESIGN SERVICES AGREEMENT IN AN AMOUNT NOT TO EXCEED \$900,000 WITH PACIFIC GAS AND ELECTRIC (PG&E) FOR THE PENINSULA CORRIDOR ELECTRIFICATION PROJECT**

Dave Couch, Project Delivery Director, said as part of the ongoing progress for the electrification program, there is a requirement to connect two traction power substations into PG&E substations to provide redundancy to the system. One is located in South San Francisco at the East Grand Substation, and the second one is in San Jose. The next step is to complete a scoping process to prepare for the preliminary engineering. This action is an authorization for that part of the work and the start of preliminary work. After this will be design and construction, and staff will be back to the Board for that approval. Staff will also bring back to the Board an approval to expand the agreement when the construction and design costs have been established.

Motion/Second: Woodward/Cisneros

Ayes: Cisneros, Cohen, Kalra, Woodward, Yeager, Tissier

Absent: Gee, Guilbault, Nolan

#### **AUTHORIZE ADOPTION OF THE FISCAL YEAR (FY) 2015-2024 CALTRAIN SHORT RANGE TRANSIT PLAN**

Sebastian Petty, Senior Planner, said this is a required document in accordance with the MTC guidelines. Staff has been working on this for 1.5 years and it is built on existing plans or policies. Key elements were presented to the Board and CAC in February, and

an update was presented in July. Since then, staff formed the draft document and made it available for comments. Comments received have been reflected in this version.

Motion/Second: Kalra/Woodward  
Ayes: Cisneros, Cohen, Kalra, Woodward, Yeager, Tissier  
Absent: Gee, Guilbault, Nolan

**AUTHORIZE THE SUBMISSION OF THE CALTRAIN REGIONAL TRANSPORTATION PLAN PROJECT LIST TO THE MTC**

Mr. Petty said these are projects staff is submitting to MTC for incorporation into the Regional Transportation Plan. The list has been discussed and coordinated with JPB partners.

Motion/Second: Woodward/Cisneros  
Ayes: Cisneros, Cohen, Kalra, Woodward, Yeager, Tissier  
Absent: Gee, Guilbault, Nolan

**AUTHORIZE AMENDMENT TO INCREASE THE FY2016 CALTRAIN CAPITAL BUDGET IN THE AMOUNT OF \$1,095,944 FOR THE SANTA CLARA VALLEY TRANSPORTATION AUTHORITY DOUBLE TRACK PROJECT**

Mr. Hartnett said these are pass-through funds. JPB has to provide services through the contractor to provide safety enhancements during the course of the work. This is one of the ways to be efficient.

Motion/Second: Woodward/Cisneros  
Ayes: Cisneros, Cohen, Kalra, Woodward, Yeager, Tissier  
Absent: Gee, Guilbault, Nolan

**AUTHORIZE INCREASE TO EXECUTIVE DIRECTOR'S CONTRACT AUTHORITY IN THE AGGREGATE AMOUNT NOT TO EXCEED \$3,150,000 FOR ON-CALL RAILROAD BUSINESS AND OPERATIONS SUPPORT SERVICES CONTRACTS**

Gigi Harrington, Deputy CEO/Chief Administrative Officer, said this is a request to increase a critical amount of contract authority for on-call services while a procurement is done. Staff will come back when staff is ready to award contracts and will provide an update about how much of the authority has been used. Staff will try to bring the contracts back in early winter for approval.

Motion/Second: Cisneros/Woodward  
Ayes: Cisneros, Cohen, Kalra, Woodward, Yeager, Tissier  
Absent: Gee, Guilbault, Nolan

**AUTHORIZE ENTERING INTO A COOPERATIVE AGREEMENT WITH THE CITY OF SOUTH SAN FRANCISCO TO RECEIVE \$5.9 MILLION FOR THE SOUTH SAN FRANCISCO CALTRAIN STATION PROJECT**

April Chan, Chief Officer, Planning, Grants and the Transportation Authority, said this is a cooperative agreement to receive funding to reconstruct the station. This project was included in the FY2016 Capital Budget. A new platform and track reconfiguration will be done to eliminate the hold-out rule, and a pedestrian underpass will be created to

connect the east and west sides of the tracks. South San Francisco is providing 10 percent of funding for this project.

#### Public Comment

Roland Lebrun, San Jose, asked why anyone would put an island platform in the middle of a high-speed line. He said he wrote to the Board about this, and there has been a fatality with the same situation at Belmont Caltrain Station. He said the last time Caltrain published a capital budget in 2005, there was a proposed reconfiguration that was identical to his proposal, and asked what happened in the last 10 years that changed the design of that platform.

Motion/Second: Woodward/Cisneros

Ayes: Cisneros, Cohen, Kalra, Woodward, Yeager, Tissier

Absent: Gee, Guilbault, Nolan

### **LEGISLATIVE UPDATE**

#### Federal

Casey Fromson, Government Relations Officer, said the House and Senate passed a two-month continuing resolution that will fund the government through December 11. The Transportation and Infrastructure Committee introduced a standalone PTC extension bill that would extend the deadline to implement PTC to the end of 2018 and would give the U.S. Department of Transportation Secretary the discretion to extend the deadline even further for certain railroads.

#### State

Mike Robson, Edelstein/Gilbert/Robson/Smith, said the governor has until October 11 to sign the bills that are before him. Senate Bill (SB) 705 would allow San Mateo and Monterey counties to exceed the 2 percent combined rate of sales tax for transportation purposes. SB9 would modify the existing Transit Intercity Rail Capital Program, which is funded with Cap and Trade funds, to focus its efforts on transformative projects that have measureable greenhouse gas impacts and requires a five-year spending plan. The electrification project is transformative and is likely to be included in this plan.

Matt Robinson, Edelstein/Gilbert/Robson/Smith, said during the transportation special session there were a lot of hearings in the Senate, but nothing was really accomplished.

### **CORRESPONDENCE**

No discussion.

### **BOARD MEMBER REQUESTS**

None.

### **DATE/TIME/PLACE OF NEXT MEETING**

The next meeting will be Thursday, November 5, 2015, 10 a.m. at San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA 94070.

**GENERAL COUNSEL REPORT**

Recessed to closed session at 11:02 a.m.

Reconvened at 11:15 a.m.

**Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): PCAM, LLC v. San Mateo County Transit District, Peninsula Traffic Congestion Relief Alliance, and Peninsula Corridor Joint Powers Board, Case No. CIV533496**

**Closed Session: Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): Town of Atherton, et al vs. Peninsula Corridor Joint Powers Board. Case No. CIV532457**

Joan Cassman, Legal Counsel, said the Board met in closed session on these two items and received an oral status report on each item. No action was taken.

Adjourned at 11:16 a.m.