



**HANDYDART USERS' ADVISORY COMMITTEE MEETING**

Thursday, December 5, 2019 – 11:00 a.m. to 2:00 p.m.  
Rooms #427/428 – 287 Nelson's Court, New Westminster

**AGENDA**

**Lunch** – Available from 10:30 a.m. onwards

**1. PRELIMINARY MATTERS**

- 1.1. **Call to Order and Land Acknowledgement** – 11:00
- 1.2. **Opening Remarks**– 11:00 - 11:05
- 1.3. **Committee and Staff Introductions** – 11:05 – 11:10
- 1.4. **Safety Briefing** – 11:10 – 11:20  
Tessa Forrest, Manager, Access Transit Planning, TransLink
- 1.5. **Adoption of the Agenda** – 11:20 - 11:25
- 1.6. **Approval of September 26, 2019 Minutes** – 11:25 – 11:30

**2. REPORTS**

- 2.1. **Overview of Expectations from First Meeting** – 11:30 – 11:40  
Tessa Forrest, Manager, Access transit Planning, TransLink
- 2.2. **Director's Report, Access Transit Service Delivery & Access Transit Planning** – 11:40 – 11:45  
Erin Windross, Manager, Access Transit Service Delivery Improvements, CMBC
- 2.3. **Endorsement of HDUAC Terms of Reference** – 11:45 – 12:00  
Tessa Forrest, Manager, Access Transit Planning, TransLink

## Agenda of the HandyDART Users' Advisory Committee Meeting

- 2.4. **Overview of Cancellations Data** – 12:00 – 12:15  
Liina Marshall, Manager, Access Transit Services, CMBC

**BREAK** – 12:15 - 12:30

- 2.5. **HandyDART Performance Report Outline Review** - 12:30 – 1:00  
McElhanney  
Presentation for feedback (copy included in package)

- 2.6. **Compass for HandyDART and HandyDART Registration: Service Design Project Update** - 1:00 – 1:25  
Tessa Forrest, Manager, Access Transit Planning, TransLink  
Presentation for Information (copy included in package)

- 2.7. **Overview of Health-Related Trips Data** – 1:25 – 1:35  
Liina Marshall, Manager, Access Transit Services

### 3. OTHER BUSINESS

- 3.1. **Election of Committee Chair** – 1:35 – 1:45  
3.2. **Election of Committee Vice-Chair** – 1:45 – 1:55

### 4. CLOSING REMARKS – 1:55 – 2:00

### 5. AJOURNMENT

### 6. INFORMATION

#### **2020 Meeting Dates:**

Wednesday, February 19, 2020 10:30 AM - 2 PM

Wednesday, May 13, 2020 10:30 AM - 2 PM

Wednesday, September 16, 2020 10:30 AM - 2 PM

Tuesday, December 1, 2020 10:30 AM - 2 PM