

# Customer Experience Plan 2020



Metro®



# Letter from the Chair

December 3, 2020

Dear Metro Family,

Every facet of our work is focused on a central goal: how we can improve the quality of life for riders, commuters, and residents across Los Angeles. Our Metro system is more than a transit network—it's the connective tissue of our economic strength, part of the answer to the climate crisis, and a central plank of our fight to reverse social inequity.

But it all begins with the people we serve. It is in the name of the workers who make their living in our region, the visitors who visit our stores and attractions, and the families who call it home that I am so proud to present Metro's first-ever Customer Experience Plan.

Even as we face a multitude of intersecting crises—from a global pandemic to economic devastation to racial injustice to the wildfires, heat waves, and floods filling our neighborhoods—our eyes are trained on building a world-class transportation system.

Our agenda is dedicated to advancing one of the largest infrastructure programs in the nation, a transit expansion that levels the playing field, eases congestion, protects our environment, gets us to work efficiently, and gets us home to the people we love safely.

Our vision is fixed on providing a convenient, secure, and pleasant experience for our riders, and our Customer Experience Plan will help us reach that destination.

I want to extend my deepest gratitude to the Metro staff who have worked tirelessly to put this plan together. This path forward reflects the importance of the customer experience as a core value across every department within Metro.

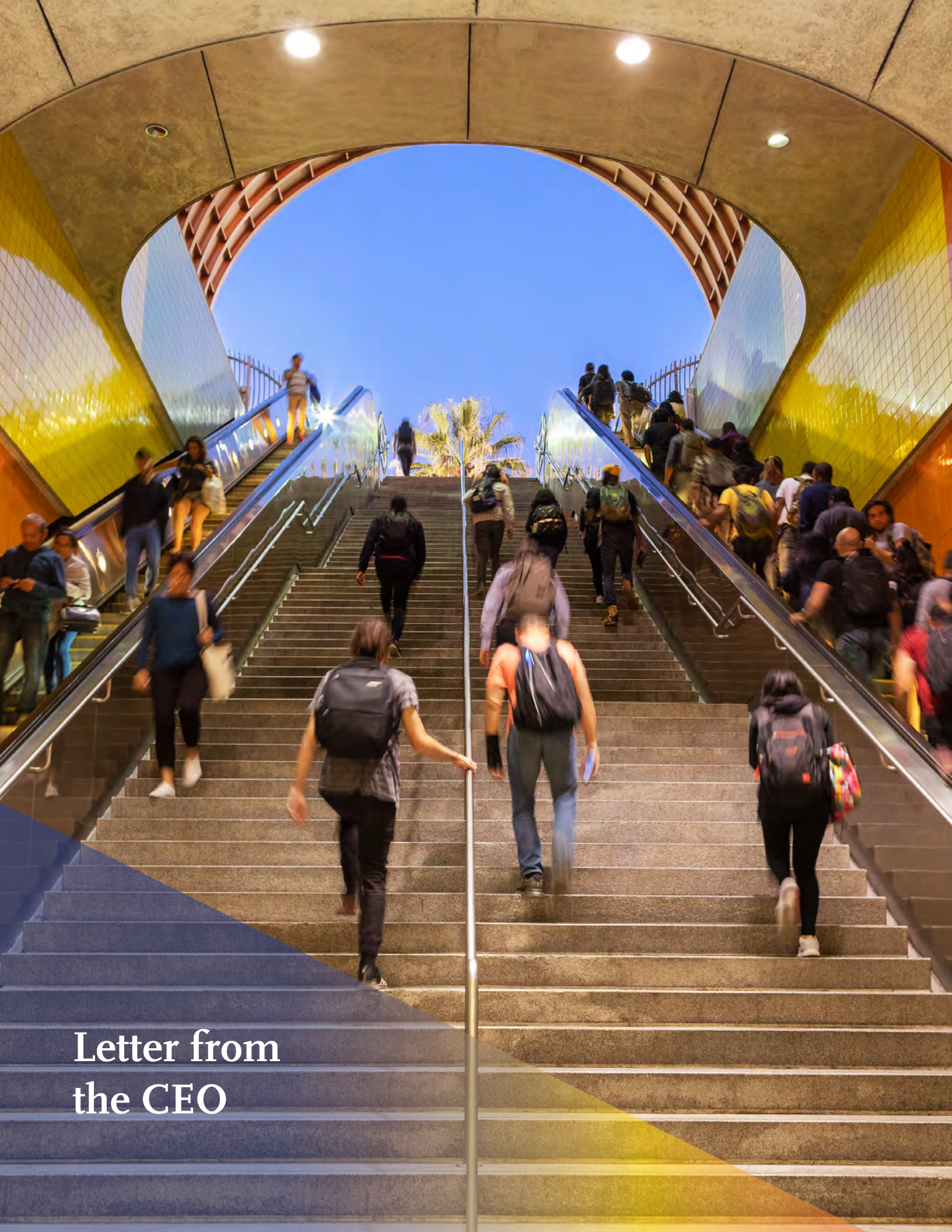
To put together this plan, Metro staff listened closely to rider feedback, ranging from reliability and frequency to cleanliness and security, and factored in key initiatives within Metro, including the *Vision 2028 Strategic Plan*, *NextGen Bus Plan*, and new equity and policing strategies. This holistic approach will bring better service across all components of our transportation system.

This Customer Experience Plan is just the latest step in our work to strengthen the rider experience and create a world-class transit system for Angelenos. We promise to never lose sight of our commitments to our customers, and we will work each and every day to make Metro the leading public transportation provider in America.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Garcetti". The signature is stylized and includes a horizontal line extending to the right.

Eric Garcetti  
Mayor of the City of Los Angeles  
Metro Board Chair



Letter from  
the CEO

December 3, 2020

Dear Metro Customer,

As Metro delivers the largest transit expansion program in the country in the coming years, we want to give equal attention to delivering excellent customer experiences.

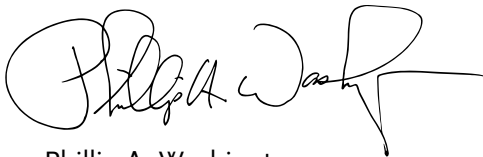
Welcome to the first Metro Customer Experience Plan. The purpose of this plan is to take an honest look at pain points riders tell us about, and to make improvements that are responsive to those issues.

Our vision is to put you first – your safety, your time, your comfort, and your peace of mind – when we connect you to people and places that matter to you.

All Metro riders deserve no less. And, for that reason, we are committed to listening to our customers and improving our services.

Thank you for supporting public transit.

Sincerely,

A handwritten signature in black ink, appearing to read "Phillip A. Washington". The signature is fluid and cursive, with a large initial "P" and a long horizontal stroke at the end.

Phillip A. Washington  
Chief Executive Officer

# Customer Experience at Metro

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I. INTRODUCTION

# Metro's First Customer Experience Plan



**IMAGINE YOU WAKE UP** hours before dawn in Long Beach, trying not to wake your spouse and children, and getting ready to get to your job at LAX guiding airplanes to the runway. Punctuality is deeply important to your employer. Three tardies in one year, and you are out. You glance at your Transit app to confirm when to leave the house. The bus comes right on time, the bus operator greets you with a smile as you activate your Metro Pass, and you are happy to find a seat so you can catch a few more minutes of sleep. The journey to work is a good start for what will be a very full day.

You have your own story and your own journey, and we want to provide you with an outstanding customer experience such as the one described above when you take Metro.

## What is Customer Experience?

Customer Experience (CX) is the sum total of experiences Metro customers have at every step of their journey. Metro's goal is to minimize pain points, maximize smooth, uneventful experiences, and find opportunities for occasional surprise and delight.



## About this Plan

Metro's first CX plan flows from Metro's *Vision 2028 Plan* which called for delivering "outstanding trip experiences" to Metro customers.

Why deliver outstanding trip experiences? Because you are important. You need to get around and you should be able to do so easily, comfortably, quickly, and safely – without frustration, uncertainty, or anxiety. The 2020 *Customer Experience Plan* focuses on the experiences of Metro bus and rail riders and what we can do to improve them.

As Metro works to improve customer experience, this vision guides us:

**Our goal is to put you first – your safety, your time, your comfort and your peace of mind – when we connect you to people and places that matter to you.**



Bus trips make up more than 70% of Metro's ridership.

## Pleasant, Not Painful

Outstanding trip experiences should be smooth all the way through, but that's not always the case.

For this CX Plan, Metro listened to input from thousands of riders through surveys, social media, complaints and community meetings. We also interviewed a range of people affiliated with Metro, from Board members to bus operators. Based on all the input, the following 10 priority areas for improvement emerged:

- > **Bus Reliability**
- > **Accuracy of Real-time Information**
- > **Bus Frequency**
- > **Bus Stops**
- > **Ease of Payment**
- > **Speed**
- > **Crowding**
- > **Personal Security**
- > **Homelessness**
- > **Cleanliness**

This plan recaps what customers tell us about each of the 10 areas for improvement, looks at what solutions are in the pipeline and recommends what Metro can do to provide relief. These 10 areas are fundamental to a reliable, safe and comfortable experience. As the fundamentals get better, Metro can shift its attention in future plans to tackle additional areas for improvement, as well as go the extra mile to surprise and delight customers in a way that distinguishes the Metro brand.

While this is a Metro plan, it is also a call to action to regional partners to do their part to improve the experience of their residents who take transit. This is especially important for regional issues like homelessness, and for local infrastructure that supports transit users – such as bus lanes, bus stops and shelters.

## Standing Out for the Right Reasons

A good customer experience is often invisible, but these areas for improvement have not been. Surveys show that the overall satisfaction of Metro riders is quite high, but our customers let us know when there are exceptions. And since customers are clearly taking notice, so should we.

To get better, we need to prioritize improving the customer experience, and be honest and transparent about it. You will see that this plan quickly moves from platitudes to plain talk about the root cause of an issue and how to improve. We will get into the weeds because there's no substitute for a deep dive into the complexities of each issue. The more we think about the issues here though, the less we hope you'll have to think about them. So if you are looking for a high-level overview, you may want to stop after the Executive Summary. But if you want detail, just keep reading!

## Understanding Your Pain

Prior to the COVID-19 pandemic, Metro riders were fairly satisfied with service. In the Fall 2019 on-board Customer Satisfaction survey, 90% of riders said they are satisfied with Metro (90% bus and 89% train), although it should be noted that riders who left the system over the last few years were not included in the survey. Also, satisfaction with some key service aspects was noticeably lower than 90%.

A good customer experience is often invisible, but these areas for improvement have not been.

# Metro Asked Riders



## Is Metro clean?



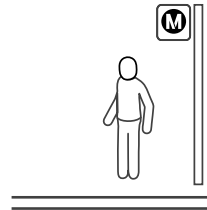
Bus vehicle is clean.

**85%**



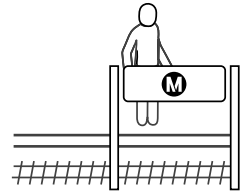
Train vehicle is clean.

**69%**



Bus stop is generally clean.

**69%**



Rail station is generally clean.

**77%**



## Is Metro safe?



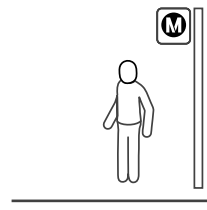
Onboard the bus

**90%**



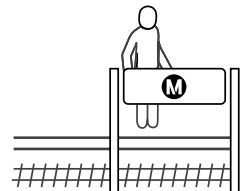
Onboard the train

**79%**



At the bus stop

**86%**



On the train platform

**80%**



## Is Metro on time?



Bus service

**79%**



Rail service

**86%**

Source: Fall 2019 On-Board Survey

During the COVID-19 pandemic, several additional issues surfaced in a Spring 2020 online COVID Recovery Survey of Metro customers:

- > For bus riders, the top two improvements they wanted to see were enhanced cleaning and disinfecting of vehicle interiors, and reduced crowding.
- > For train riders, the top two improvements they wanted to see were enhanced cleaning and disinfecting of vehicle interiors, and doing more to address homelessness.

## **All Riders Have a Choice and a Voice**

The *2020 Metro Customer Experience Plan* reflects our understanding that while low-income customers often have fewer attractive options for transportation, they often do have a choice. The *2018 UCLA Falling Transit Ridership Study* demonstrated that not all low-income riders in the LA area are fully transit dependent. Many customers who used to be considered transit dependent have been able to purchase cars. And we know anecdotally that some riders choose to bicycle or ride scooters, or occasionally splurge for a Lyft or Uber. In today's world, Metro knows that it needs to provide quality service to earn loyalty from *all* its customers, and give riders a voice through surveys and engagement.

Metro plans to review and improve customer experience as a continuous process, and will issue annual reports. Future annual reports can go beyond what is covered in this plan to address additional modes and areas for improvement.

## Better Bus

A new Metro effort called Better Bus seeks to put bus rider needs on equal par with those of rail riders by making improvements to bus services and facilities. Metro has put a lot of effort into extending the rail system, and the purpose of Better Bus is to align Metro around elevating investments that improve bus speed, ease, safety and comfort.

Bus riders make up more than 70% of Metro's ridership, and they are disproportionately from Equity Focus Communities (communities Metro defines as high need based on income, race and car ownership). This underscores the importance of improving bus service to provide social and racial equity for Metro riders.

Part of the purpose of Better Bus is to help push Metro's NextGen Bus Plan forward as Metro revenues recover from COVID-19 economic conditions. NextGen will restructure the bus network to be more relevant to today's travel patterns, provide more frequent service on key corridors, particularly off-peak, and improve the speed of service via transit supportive infrastructure, such as the 5th Street and 6th Street bus-only lanes in downtown LA. Better Bus will go beyond this to make other aspects of the bus experience an ongoing priority, including on-time



The Better Bus program is an effort to improve the customer experience for Metro's diverse bus riders.

performance, bus stop facilities, better security, improved cleanliness and better real-time information.

Metro bus riders will be at the center of the Better Bus effort, and customer feedback will be used to drive improvements.





## Metro Messages to Protect Riders from COVID-19

Consistent with the American Public Transportation Association (APTA) Seal of Commitment, Metro advises the public to stay home when sick, ride transit for essential travel only, use face coverings and physically distance as much as possible. Also, Metro continues to use bus rear-door boarding for customers who are able to do so, and

is running 80% of service even with just 50% of normal ridership. And to ensure riders have access to masks, Metro distributed over 50,000 wash-and-reuse face coverings to riders who didn't have one.



Metro launched a display campaign in partnership with APTA to promote health and safety.



area



Municipal Bus Operators

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## 2. Executive Summary

## Executive Summary

So, what did we find when we did a deep dive into the pain points that customers report? Here are some highlights:

- > In the **Bus Reliability** section, you will find a lot of detail on how we can avoid canceling a run that leaves you stranded at your bus stop. It involves having enough budget, hiring enough bus operators and having maximum staffing flexibility to make sure that assignments don't get canceled. Metro Operations has a commendable goal to limit cancellations to under 1% of scheduled runs, and this plan outlines what is needed to meet that goal.
- > In the **Accuracy of Real-time Information** section, we outline a roadmap to get at the root of inaccurate arrival time predictions so that riders know when their bus or train is coming. This was among the most complex issues in the plan. We propose use of a comprehensive set of metrics to pinpoint and remedy problems, and an aggressive schedule to roll out more accurate real-time information feeds to power Metro and third-party apps.



Metro's Operations team performs maintenance and inspections to keep rail cars and buses in good, safe running condition.



The TAP app gives riders an easier way to pay for fare by tapping their smartphone on validators.

- > The **Bus Frequency** section is our shortest chapter because so much work has already been done on the NextGen Bus Plan to create a dense network of frequent service. All that is needed is funding to put it in place, and of course riders to ride. This plan includes a renewal of Metro’s commitment to the NextGen Bus Plan as revenues rebound after the COVID-19 pandemic.
- > The **Bus Stops** section outlines a bold, although unfunded, vision for better and cleaner bus stops that have shelter, seating and other amenities to improve customers’ waiting experiences. This will require help from each jurisdiction that provides Metro riders with bus stops.
- > The **Ease of Payment** section chronicles recent improvements to the TAP payment system, including a new mobile app. It also examines what needs to be done to ensure Equity Focus Communities can enjoy the benefits of TAP and access LIFE low-income discounts, and to ensure cash paying customers can access the same discounts as other riders.
- > The **Speed** section recommends continued progress on bus-only lanes to reduce travel time, and a comprehensive study to identify areas where speeds can be safely increased on the light rail system through signal optimization.
- > The **Crowding** section looks at Metro actions to address recent concerns about social distancing.

- > The **Personal Security** section zeroes in on ways to continue to reduce crime on Metro and help all customers feel safe, with a focus on the experiences of women, and changes coming to address concerns about racial justice. It also recommends wider dissemination of the LA Metro Transit Watch app to give customers an easy way to report issues.
- > The **Homelessness** section, recognizing the magnitude and urgency of homelessness on Metro, recommends measures to move toward reducing homelessness on the system by 50%, and proposes one concept for how Metro might dispatch social workers to address reported conditions and behaviors that affect rider health or safety.
- > And finally a **Cleanliness** section recognizes the importance of odor reduction and disinfection, and looks at a range of possible cleaning enhancements.

You may notice that this plan has a significant emphasis on bus. That is intentional. Metro rail gets a lot of focus, but Metro bus carries over 70% of Metro riders and a disproportionate number of riders from Equity Focus Communities. That's not to say this plan ignores the needs of Metro rail customers. There is a big focus on Metro rail in the Personal security, Homelessness and Cleanliness sections in particular.

## Near-term Improvements

Many plans focus on the long term, and end up sitting on a shelf and never getting implemented. The Metro Customer Experience Plan, however, will tie directly into Metro's accountability systems that require regular reporting of progress. Moreover, the plan calls for consideration of five near-term actions:

- > Test a program that quickly identifies bus customers impacted by a missed run or pass-up in real time, and offers them a free ride code for an on-demand shared ride service. (See Agency-wide Recommendations for budget requirements.)
- > Reduce homelessness on Metro by deploying unarmed security ambassadors to fill gaps in terminus station assistance and intercede with people who are experiencing homelessness on Metro to get them the help they need. Also: cost effective expansion of homeless outreach teams, including on-call nursing, mental health and addiction services; temporary short-term shelter pending housing from local and regional partners; and regular, statistically valid counts to evaluate results. (See Agency-wide Recommendations for budget requirements.)
- > Test a flexible dispatch concept whereby Metro responds to safety and security issues on buses and trains by dispatching appropriate staff: from homeless outreach or mental health workers to unarmed security ambassadors or law enforcement as the situation demands. (See Agency-wide Recommendations for budget requirements.)
- > Test an elevator attendant program similar to the successful program at BART to deter crime, human waste and drug use in elevators, and make them safe and pleasant for seniors, people with disabilities, travelers with luggage and others. (See Agency-wide Recommendations for budget requirements.)
- > And finally, while Metro cannot guarantee social distancing on all routes at all times, Metro will introduce a new NextGen bus service configuration in December 2020 that is expected to improve physical distancing between customers during the COVID-19 pandemic.

## Best Practices

This plan highlights customer experience issues you may face as a Metro rider, but we also call out successes where we see them. Here are a few:

- > **Metro System Security and Law Enforcement (SSLE)** sponsors programs to help riders experiencing homelessness, connecting over 700 people to shelter and services over the last six months.
- > **Metro Operations** does regular, detailed inspections of train stations to find things that need fixing, and the information is entered into iPads and used to dispatch teams to do repairs promptly. This is an industry-leading practice.
- > Our review of the **TAP website**, run by Metro Finance, found it to be user-friendly. That's not always the case with transit websites, so it's definitely something to celebrate.
- > Metro's **Information Technology Systems (ITS)** developed a user-friendly LA Metro Transit Watch app for customers to report security concerns, addressing a key pain point. This app is now used by thousands of riders.
- > Metro's **Civil Rights** deploys mystery shoppers, many of them people with disabilities and Limited English Proficient (LEP) riders to verify that Metro delivers the service needed by these riders. This is another industry-leading practice.
- > Metro **Human Capital and Development (HC&D)** goes the extra mile to hire bus operators, even paying for commercial license applications. This shows a "whatever it takes" spirit that will be important as Metro staffs up to avoid Missed Assignments.
- > Metro **Communications** has been integral to many customer experience improvements: working with local communities to get agreement on proposed bus lanes, distributing 50,000 face coverings to riders who didn't have one, and partnering with the five-star Transit trip-planning app, and retiring Metro's previous two-star app.
- > Metro's **Office of Extraordinary Innovation (OEI)** successfully tested automatic bus lane enforcement cameras to discourage cars and trucks from blocking bus lanes, keeping lanes open so that bus riders get where they need to go more quickly.
- > **Metro Planning** has launched a new, comprehensive Customer Experience Survey to provide data to support future Customer Experience Plans. This information will be essential to help Metro understand customer needs, and to help prioritize improvements.

## Customer Experience Culture

As we look to the future, customer experience can't just be a top down exercise. It requires a customer-first focus and culture at every level of the agency in order to be successful. And it requires that Metro's leadership and employees be able to see issues from a customer perspective, and ask themselves tough questions like, "Is good, good enough?" and "How do we go the extra mile to really WOW people." It can't just be about designing services that are easy to deliver. The customer must come first, and this requires a change in mindset.

## Love from Metro Riders

Metro values feedback from riders. Rider feedback gives us the insights we need to improve, and it bolsters our motivation when we know how much the improvements mean to you. We also love to get compliments when Metro earns them. Even as we work to eliminate pain points and improve the customer experience, our morale is buoyed by this love from our riders:

"I would like to thank Metro for continuing to serve the community during the pandemic, and their bus operators who put themselves at risk to get us where we need to go. Thank you."

–COVID-19 Survey Comment

"We were amazed by each station, and the thought that went into incorporating aspects of the neighborhood into the art." –Rider Comment

"I love metro and will continue to ride it by doing my part and taking precautions :)"

–COVID-19 Survey Comment

"Thank you for your services and for caring about your customers. I appreciate you."

–COVID-19 Survey Comment

"Thanks very much! Keep Metro strong for the people!" –COVID-19 Survey Comment

Many comments recognize the essential workers at Metro for helping other essential workers get where they need to go during the COVID-19 pandemic. This report is dedicated to all the brave Angelenos who continue to help others through the pandemic, even at risk to themselves and their families, and to those who lost their lives due to COVID-19.

Customers expressed their gratitude for Metro's operators and service during the pandemic with handmade signs on bus stops.



In today's world, Metro knows that it needs to provide quality service to earn loyalty from *all* its customers, and give riders a voice through surveys and engagement.





To North Hollywood

To Wilshire/Western

To North Hollywood

To Wilshire/Western

/Metrolink/Amtrak ↑

To Union Station

### 3. Areas for Improvement

We look at *10 areas* for improvement by identifying solutions in progress and use rider feedback to inform recommendations.

- 3.01. Bus Reliability
- 3.02. Accuracy of Real-time Information
- 3.03. Bus Frequency
- 3.04. Bus Stops
- 3.05. Ease of Payment
- 3.06. Speed
- 3.07. Crowding
- 3.08. Personal Security
- 3.09. Homelessness
- 3.10. Cleanliness

## 3.01 Bus Reliability

*The bus that was supposed to arrive at 4:54 never arrived. It either never arrives or arrives late. This is very inconvenient for all passengers who are trying to make it to work on time.*

*Please understand that a 20-minute bus delay can mean an hour wait for train users that rely on public transportation.*


*The service provided by Metro is completely careless, the buses are constantly delayed, coming at random intervals and very dirty.*

*The main reason I avoided taking the bus before COVID-19 is because they rarely run on time.*

*I spent 75 minutes waiting for a bus. I don't know if the bus before was early, or the following bus was late. It makes them very unpredictable.*

*The last two weeks, the bus schedules have been altered with no notice. Scheduled buses are not arriving, are arriving at later times and at times ignoring bus stops by not stopping.*

*A lot of times the trains and buses are extremely late. You should have better control.\**

 Complaint to Customer Care

 COVID-19 Survey Comment

\*Comment translated from Spanish

Metro bus riders want service they can rely on to consistently get where they are going on time, and to catch connecting services. Missed runs, delays or pass-ups can mean missed transfer connections, and being late to work, school, a medical appointment or to day care pickup. And when these things happen on a regular basis, riders have to budget extra time...just in case Metro is late.

### ***Missed Bus Runs***

Delays can occur for many reasons, including external factors like traffic. Missed bus runs, however, are more within Metro's control. A missed run is a scheduled bus that gets canceled. Prior to the COVID-19 pandemic, missed runs usually occurred due to bus operator shortages. While that issue has receded during the pandemic because fewer bus operators have been needed to run reduced service, the issue is likely to return as service is restored.

Given that missed runs can cause huge problems for impacted riders, for example loss of a job or fines for late pickup at day care, the ambitious 1% canceled assignment limit set by Metro Operations is commendable. If 1% of all runs are canceled, that would translate to a bus customer who rides one round trip each weekday experiencing a missed run no more than once every 10 weeks. Actual canceled assignments are closer to 5% though. While Metro Operations limits the damage by selecting cancellations that have as little impact as possible, e.g. shorter runs, it is important to reduce canceled assignments.

As a point of comparison, Metro Rail Operations rarely misses a scheduled train pullout. This is a function of a higher Operator Assignment Ratio (OAR) for rail, at 1.34, versus bus at 1.18-1.20 (the Operator Assignment Ratio is the ratio of total operators on staff vs. total needed to cover all assignments, accounting for absences). The difference between bus and rail also reflects that rail operators are promoted from bus operator ranks, whereas

bus operators are recruited from the outside (which is more difficult). To achieve a 1% canceled assignment limit for buses may require additional staffing (higher OAR), and a multifaceted strategy addressing:

- > Recruitment
- > Hiring
- > Retention
- > Compensation
- > Training
- > Working conditions
- > Absences and leave
- > Having adequate extra bus operators on hand (called extra boards) to cover for absences
- > Overtime budget to enable callback of operators as needed
- > Work rules
- > Loss of bus operators to other bus agencies
- > Movement of bus operators into supervisory positions or into rail operations

Metro's Bus Operator Task Force, which is composed of Metro Operations and Human Capital and Development (HC&D) staff, has made strides in recruitment and hiring through job fairs, community partnerships and innovations, such as paying for candidates to apply for the required license, however, more challenges lie ahead. Having adequate capacity to serve additional ridership from possible fareless (free fare) programs could require a lot of recruitment and hiring to avoid canceled assignments. Therefore, it will be important that Metro Operations and HC&D continue to improve recruitment, hiring, compensation, training and retention. It will also be important to provide Metro Operations and HC&D maximum latitude and resources to meet the challenge.

### *Pass-ups*

A pass-up, when a bus passes one or more passengers waiting at a bus stop, is another common complaint. During the COVID-19 pandemic, bus operators have been given more discretion to pass-up riders to avoid crowding in the interest of public health. Under current Metro procedures, bus operators are required to report pass-ups and the reason for them (e.g. unsafe/

overcrowded conditions or all wheelchair securement areas full). As the pandemic comes to a close, it will be important to ensure that Metro Operations works with bus operators to reduce pass-ups.

Pass-ups can also result from bus operators not being able to see passengers standing in the dark at night or before dawn, so lighting improvements are important.



Bus operator hiring event, 2018.



Bus riders wait at a stop, relying on Metro to get them to their destination or a transfer connection on time.

### *Other Delay Factors*

Another factor that can cause bus delays is mechanical failures, although this is not a major cause of canceled assignments. As a key performance indicator (KPI) for this area, Metro tracks Mean Miles Between Mechanical Failures Requiring Bus Exchange (MMBMF). Metro does not currently achieve its goal for this KPI, which is to incur at least 5,183 miles between failures. A key factor is the age of the fleet and greater maintenance required by articulated buses.

Customers are also delayed by detours required by road maintenance or special events. And, of course, traffic congestion in mixed-flow lanes is another source of delay. See the Speed section for a discussion of transit priority and bus-only lanes that help buses beat traffic congestion.



Not all bus stops have shelters, lighting and schedule information.

## Bus Reliability: Recommendations

1 By January 15, 2021—Metro Operations to specify the Operator Assignment Ratio needed to meet the 1% canceled assignment limit for consideration in the FY22 budget. (See Agency-wide Recommendations for budget requirements to move to a 1.25 OAR for example.)

2 By March 1, 2021—Metro's Office of Management and Budget (OMB) to establish a process for budget flexibility to move funding between categories (e.g. between authorized headcount, overtime and hiring bonuses), and to more nimbly add service as needed mid-year to meet ridership demand. This is especially important due to uncertainty about the pace of ridership restoration post COVID-19.

3 By April 1, 2021, Metro Marketing and OEI to work with Customer Care to implement a short-term pilot program that quickly identifies customers impacted by a missed run or pass-up in real time, and offers them in real time a free ride code for an on-demand shared ride service. This should also meet the needs of people with disabilities, possibly through Access Services. This will

help customers get where they are going on time, and show them that Metro truly cares about their well-being. (See Agency-wide Recommendations for budget requirement.)

4 By June 30, 2021, Metro's Bus Operator Task Force to develop options and recommendations for ways to meet the 1% canceled assignment limit (subject to discussion with Metro labor representatives). Specific options to consider include:

- > Fast track hiring for licensed commercial drivers and former and current transit agency bus operators, and flexibility to hire them directly into full time positions
- > Bus operator applicants being able to shadow a bus operator for a day to see what the job entails
- > Continuous mentorship of bus operators for the first year, beyond the current three-week period, to improve retention
- > Possible milestone bonuses to boost retention (e.g. after two years of service)

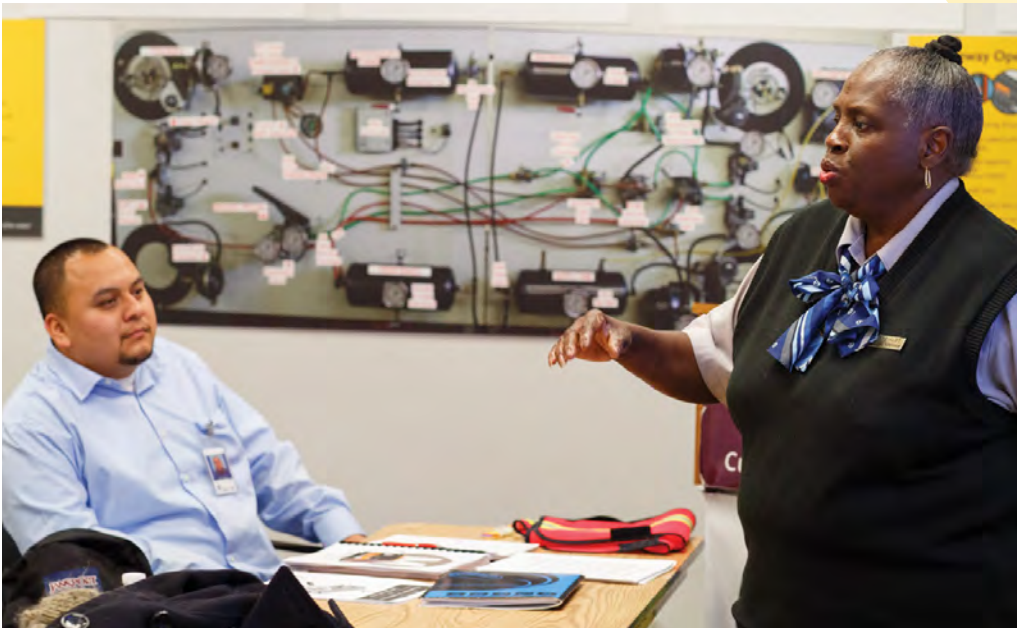


Operators participate in a training session at Operations Central Instruction and Development (OCI).

## Recommendations *continued*

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- > Reevaluation of shift bidding and work rules to provide as much latitude as possible to more finely tailor extra board assignments to days and locations where the need is expected to be greatest based on historical patterns. The goal is to provide as much flexibility as possible to fill potential Missed Assignments on short notice when needed to avoid a missed run.
  - > Evaluation of improvements in working conditions to give bus operators the support they need for work/life balance.
  - > Evaluation of pooling some extra boards across divisions (which may require cross-training on different bus equipment and different routes), borrowing from rail extra boards or operations supervisors who have recent bus operating experience, or allowing part-time operators to cover assignments on short notice when there are no other options to avoid a canceled assignment.
  - > Considering use of technology to give division markup staff more tools to fill assignments at the last minute. For example, look at software/apps used by school districts to quickly schedule substitute teachers to ensure all classrooms are covered.
- 5 By June 30, 2021, the Better Bus Stops working group to work with Metro Bus Operations and Metro Stops and Zones to identify locations where inadequate lighting causes pass-ups, and provide recommendations on incentivizing municipalities to add lighting (or push-button beacons as used by Orange County Transportation Authority).
  - 6 By June 30, 2021, Metro Operations to develop a plan for divisions to communicate revised pass-up procedures with each bus operator multiple times when COVID-19 dissipates, and confirm that each bus operator understands what is expected.



Operators participate in a training session.



### 3.02 Accuracy of Real-time Information

*The bus never came!... the app says it's gonna have one at 8:35 and 8:44, but we don't know why there's no bus show up!*

*I waited at the bus stop for 40 minutes. Google had told me it would be there and kept refreshing to later time.*

*Need more notice when on detour and need to let passengers know how to get to another point if there is one.*

*I did download the new transit app but I find it's not very consistent in determining when the next buses are arriving.*

*Bus was supposed to pick me up at 5:20-21. It was 7-8 minutes late making it impossible to make my connecting buses that your trip planner planned out for me. We need dependable bus service.*

-  Complaint to Customer Care
-  COVID-19 Survey Comment

When customers wait for their bus or train, they want to know when it will come. Some riders may be on their way to work. Others may be on their way to an important appointment, or to pick up their children at day care. In each of these examples, customers may feel stress or anxiety because they're not sure if they can make it on time to their destination. And it's even more stressful when their phone app or the digital prediction display (if there is one) shows a bus is coming in say eight minutes, but the bus doesn't show, and neither the display nor their app offers an explanation.

In a Metro Customer Satisfaction Survey, conducted in 2017, 37% of bus riders and 33% of train riders said they are dissatisfied with arrival information. And 61% of frequent bus riders and 78% of former riders rate bus arrival data as unreliable or very unreliable.

Unfortunately, there is no single silver bullet to fix real-time information problems. Sometimes traffic conditions make predictions difficult. And other times, it can be a Metro-related cause, such as:

- > Inaccurate or missing vehicle location data (due to computer hardware, software or communication system issues)
- > Missing information about canceled runs, detours, out-of-service vehicles, information on bus bridges when train service disruptions occur or road calls due to bus breakdowns, and the inability of prediction systems to process those kinds of information
- > Aging computer systems that can experience breakdowns
- > Inconsistencies in the real-time information customers receive across various media due to computer processing and communication latencies

Metro riders should not have to pay a price for these problems though, so Metro's interdepartmental Real-time Information Team is working to address each of these issues. For example, new routers were recently installed on buses, and staff is developing procedures to keep them properly configured and maintained. The new routers will improve the accuracy of real-time information by identifying the location of buses every few seconds, rather than every few minutes.

Also, Metro Information Technology Systems (ITS) is developing a more advanced prediction engine that can use data on canceled runs, detours, out-of-service vehicles and road calls, and staff is developing new operating procedures to digitize and feed that kind of information to the prediction engine in real time.

As real-time system improvements are made, it will be important for Metro to collaborate and share information with other transit agencies in LA County. This is especially important for Metro riders who transfer to or from these systems.

Staff is also scoping replacement of aging information systems that deliver real-time information, in particular the Advanced Transportation Management System (ATMS) for buses, and a similar communication system for trains. Note that these replacements are currently unfunded.

While Metro works to improve the quality of real-time predictions, it should be noted that it's not always possible to predict arrival times accurately due to sudden changes in traffic, accidents, detours and other unexpected factors.

## WiFi and Cellular Service

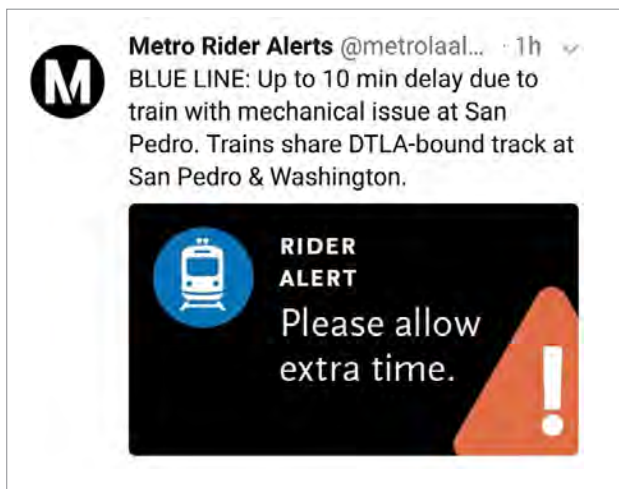
WiFi and cellular services enable customers to get work done while riding, use social media, play games, check to see when a connecting bus or train is coming and text/call loved ones in the event of an emergency. Metro recently introduced WiFi on buses to provide customers with internet access, to improve security by linking cameras to Metro Operations, and to improve vehicle location information to make predicted arrival times more accurate. WiFi also benefits lower-income people who have smartphones but can't afford unlimited data.

Metro rail customers now have improved cellular service on the subway, including the B (Red) and D (Purple) Lines, for almost all major carriers.

For both WiFi and cellular, it is important that Metro ITS continue to monitor service to ensure there is good availability and adequate bandwidth for customer use. This will also be monitored through annual Customer Experience surveys.



Decals are posted on board to promote Metro's free WiFi network on select buses.



Metro tweets about service changes from its Twitter account @metrolaalerts.

### *Dissemination of Real-time Information*

As real-time information and predictions improve, we want it to be readily available to Metro riders. Digital displays have been installed at over 300 high volume bus stops to show real-time arrival predictions. These are especially helpful in areas where customers may not have smartphones. They are also especially valuable at transfer stations and bus stops with a high volume of transfer activity.

Metro wants to get real-time information displays to as many bus stops as possible, therefore, the agency is considering lower cost options, such as "e-paper" displays that are powered by solar panels.

Another way for riders to obtain real-time arrival predictions is by finding the bus stop ID number at their stop and calling 511. Metro Stops and Zones, Intelligent Transportation Systems (RIITS), and 511 are working together to develop a consistent regional system for this, including accommodations for people who are blind or sight impaired.



Arrival time displays give riders valuable information. Some models, such as this one, are solar-powered. Photo courtesy of Big Blue Bus.

Another way to disseminate real-time information is through smartphone apps. Metro recently formed a partnership with a third-party, five-star app (Transit), discarding the previous two-star Metro app. This provides a more user-friendly interface to real-time information and can potentially incorporate rider reports of delays to make predictions more accurate.

On the train side, arrival information has been incorporated for end-of-line train stations, which was missing previously.

None of these methods for disseminating real-time information, however, solve the accuracy problem. It is important to tackle that first.

## Real-time Rider Communication and Engagement

Metro's Digital Services team developed a proposal for a simple real-time, automated system to communicate with riders via the digital channels of their choice. Information would be customized to each rider based on the routes and times they ride, and through whatever channel they use: *metro.net*, third-party apps like Google Maps and Transit, SMS text alerts, social media and smartphone notifications. This will require creating a customer relationship management (CRM)

platform and User Experience (UX) research to meet customer needs. The CRM platform would also invite riders to rate their customer experience, report issues through the Transit Watch app and Customer Care, provide input on Metro projects and initiatives, and receive rewards that incentivize ridership and engagement. (See Agency-wide Recommendations for a cost estimate.)

## Accuracy of Real-time Information: Recommendations

- 1 By February 1, 2021, the Real-time Information Team to develop a charter and clearly identify scope of work, schedule, budget, and roles and responsibilities to provide high quality real-time information and predictions to Metro riders.
- 2 By February 1, 2021, the Real-time Information Team to develop a comprehensive set of metrics for monitoring major points of failure (including hardware, software, communication and operating procedure issues), a plan for monitoring the metrics and a procedure for escalating issues that cannot be quickly solved by the team members.
- 3 By March 1, 2021, Metro ITS to release a real-time vehicle position Application Programming Interface (API) feed compliant with the GTFS RT standard to help third-party apps and websites accurately predict Metro bus and train arrivals.
- 4 By June 30, 2021, to address operational changes that can occur, such as detours and missed runs, the Real-time Information Team to work with Operations to develop required internal workflows and release a more accurate alerts API feed compliant with the GTFS RT standard, and incorporate delay advisories prominently on the Metro website, apps and real-time information digital displays.
- 5 By June 30, 2021, to improve dissemination of real-time information, OEI, Countywide Planning, and Stops and Zones to test lower cost “e-paper” displays operated by solar panels, similar to what is currently being tested in London and Big Blue Bus in Santa Monica.
- 6 By June 30, 2021, Marketing and Research to study technology habits of Metro riders and evaluate options to disseminate real-time information, including to riders without smartphones and people with disabilities.



Kiosks in London equipped with reader-friendly e-ink display technology show bus arrival times. Photo courtesy of Technoframe.

### 3.03 Bus Frequency

*If you take a bus you cannot do it on the spot, you cannot just go there and wait because you don't know how long you will have to wait.*

*I've noticed that you guys have more buses running where there are tourists but not where their citizens are! Improve the buses in low-income areas there's not enough buses running frequently!*

*The busses do not run often enough after 7pm and this makes it hard to get home from work.*

*The same schedule should be in place on most routes every day with the same frequency. I would like to go to concerts when they resume, but getting home before the buses slow down is sketchy.*

*There was problem with the Red Line and it was backed up but the crowds are a daily issue. People push to get on. They need to run more frequently during peak hours.*

*Another day this extremely busy bus line takes over 20 minutes to come during rush hour. The frequency of buses urgently needs to increase during rush hour.*

-  Complaint to Customer Care
-  COVID-19 Survey Comment
-  Customer Satisfaction Chinese Language Focus Group, 2017

Metro riders want to get where they are going quickly. That requires frequent service to keep wait times short, and fast service to keep travel times short. This chapter addresses frequency and wait time, while a following chapter addresses vehicle speed and travel time. Frequencies minimize waiting, which research shows is the most disliked part of the transit journey. And as we all know, there is a huge difference between missing a bus that comes every 20 minutes and missing a bus that comes every five minutes.

Metro has a NextGen Bus Plan that will eventually establish a core system of frequent bus and train routes with headways of 10 minutes or better, covering 46 weekday lines (compared to 16 lines previously). And it will provide demand-responsive MicroTransit services in other areas. Note that a “headway” is the amount of time between scheduled buses, so the lower the better. The bus improvements will dramatically increase the number of people within walking distance of the frequent network, from 900,000 residents to nearly

three million. And the core bus network will lower wait times for midday, evening and weekend riders. These improvements are important for the 70% of Metro rides typically taken by bus, and the goal is to eventually provide at least 80% of bus riders with headways of 10 minutes or less.

The COVID-19 pandemic, however, dramatically impacted Metro revenue and ridership, and the resulting fiscal challenge has delayed the pace of service improvements. Metro sees NextGen as a major priority, however, and intends to phase-in the plan as ridership and revenue rebound after the pandemic. Moreover, NextGen will be especially needed to meet demand if Metro introduces fareless (free fare) service.

Costs and potential phasing for NextGen service improvements are outlined in this table below.

NextGen improvements are ready to go when the economy rebounds and/or funding become available, and Metro bus riders eagerly await them.

### NextGen Incremental Annual Operating Cost

| <i>Scenario</i>              | <i>Maximum Revenue Service Hours (million RSH)</i> | <i>Incremental Annual Funding Needed</i> |
|------------------------------|--|--|
| Base FY21                    | 5.6  | n/a                                      |
| FY22                         | 6.5  | \$131,148,000                            |
| FY23 (NextGen Scenarios A/B) | 7.1  | \$ 87,432,000                            |
| TBD (NextGen Scenario C)     | 9.4  | \$335,156,000                            |

# Bus Frequency: Recommendation

1 By April 1, 2021, as part of the FY22 budget development, Metro Operations and OMB to update the rollout schedule for the NextGen phases based on ridership and revenue trends.

Customers identify bus frequency as a pain point, particularly on busy lines and at peak travel times.





## 3.04 Bus Stops

*I want shade/charging stations in bus stops.*

*There is a long wait time [at night] and I don't want to wait at the bus stop for a long time. I feel that is dangerous.*

*This senior citizen lady had to stand there...waiting 23 minutes in the hot sun with no seats or benches.*

*You have people sitting on the steps in the shadows (facing the stop) doing their drugs, smoking their pot and conducting their drug deals while they wait for the bus.*

*No safe space to sit so you are forced to share cigarette smoke with employees from the building.*

*Far west in the San Fernando Valley, we need more frequent buses and most especially more bus benches and coverings, as well as trash cans at the bus stops.*



Complaint to Customer Care



COVID-19 Survey Comment



Customer Satisfaction Korean Language Focus Group, 2017

Bus stops are a gateway into the Metro system. Bus riders want to feel safe, secure and comfortable while waiting for the bus. Unfortunately, not all bus stops in Metro's service areas have basic features customers need. Of the 13,802 bus stops served by Metro, only 24% have a transit shelter, 46% have seating and 56% have streetlamps within 50 feet. Just 2% have real-time information displays. And more than half of bus stop areas lack curb ramps or other important provisions for people with disabilities.

The lack of these essential features creates an uninviting waiting experience. Customers also mention concerns about their safety, due to fear of crime, unsafe intersection crossings when accessing the bus stop, or inadequate lighting that can make waiting feel unsafe at night.

Metro does not have direct control over most bus stops in its service area, rather, 63 different jurisdictions own them. Metro installs and maintains bus stop signs and posts, and a multitude of public agencies may or may not provide bus shelters, benches, trash receptacles, maintenance and other amenities. Of course, customers do not care who owns bus stops, nor should they have to be concerned with jurisdictional distinctions. This is the essence of good customer experience: The system should work well together and jurisdictional structure should be invisible to the customer. While this reality makes it challenging for Metro to shape customer experience at bus stops, we can work with the cities we serve to make improvements for our bus riders.

### ***Prioritizing Improvements***

Fortunately, 8% of bus stops in Metro's service area serve 61% of all bus riders. We want to focus on these high-volume bus stops, as well as bus stops selected based on wait times, urban heat, high collision areas, and the presence of Equity Focus Communities, schools, senior centers, and other public facilities.

Through the Better Bus Initiative, Metro is working across jurisdictions to evaluate ways to finance, construct and maintain bus stops that provide a high-quality customer experience.

The Better Bus Stops working group is focusing on the following basic needs of riders at bus stops:

- > Shelter and/or shade protection
- > ADA (Americans with Disabilities Act) accessibility
- > Safe pedestrian crossing
- > Lighting
- > Seating and/or leaning
- > Real-time and schedule information
- > Well-maintained and clean stops

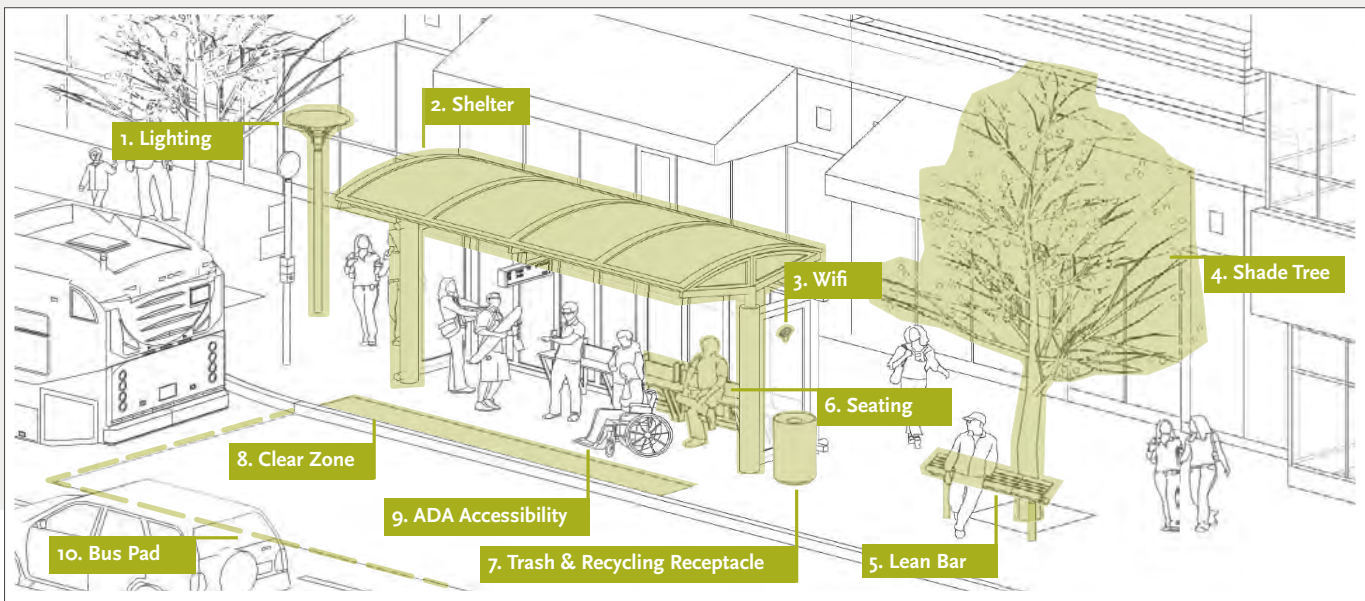
Better Bus brings together many Metro departments, including Countywide Planning, Service Planning and Scheduling, Systemwide Design, Arts and Design, Stops and Zones, the Office of Civil Rights and Inclusion, Environmental Compliance and Sustainability (ECSD), and the Office of Extraordinary Innovation to synchronize efforts to make these improvements.

## Design Standards for Bus Stops

Over the past few years Metro has refined its design standards for bus stops. Metro's Transfers Design Guide establishes bus stop design guidance, as seen in the figure below. Metro works with cities to incorporate this into planning and construction, and offers training for staff and contractors to implement bus stop design best practices.

Funded through Measure M, Metro is also planning several major Bus Rapid Transit (BRT) projects. In preparation for these projects, the agency is preparing a Bus Rapid Transit Vision and Principles Study to establish design guidelines for BRT stations.

Recommended features of a bus stop or station from Metro's 2018 Transfers Design Guide.



### *Shelters and/or Shade Protection*

Bus shelters are essential. Not only do they protect customers from the elements, but they also make bus stops more visible, provide seating and real-time information, and reduce perceived wait times. There are also alternative shelter designs or shade structures for narrow sidewalks where standard shelters do not fit. Additionally, planting trees near bus stops can provide shade.

Metro staff is mapping out a strategy to provide at least 60% of bus stops within our service area with a shelter or shade protection by 2025. This effort requires:

- > Building support to fund bus stop improvements through billboard advertising revenue, grants or other funding opportunities
- > Working collaboratively to incentivize cities to prioritize funding for bus stop improvements
- > Helping cities incorporate best practices for street furniture advertising contracts, including blanket permitting to expedite bus shelter installation

The Better Bus Stops working group is working with the City of LA's Bureau of Street Services, called StreetsLA, to prioritize bus shelter locations in their upcoming advertising contract. Metro is also looking for opportunities elsewhere in its service area, with a focus on high-heat locations.

## *ADA Accessibility and Safe Pedestrian Crossing*

Metro funds local jurisdictions across LA County, through local return of tax dollars, to repair sidewalks, enhance crosswalk safety with more visible striping and install pedestrian signals. In addition, the City of LA has a 30-year \$1.4 billion program called Safe Sidewalks LA to repair sidewalks and improve accessibility. Although bus stops are not a focus of Safe Sidewalks LA, sidewalks and curb ramps at bus stops adjacent to city facilities, such as libraries, parks and social services, are being repaired. Additionally, Vision Zero and the Complete Streets teams at the City of LA are working with Safe Sidewalks LA to restripe crosswalks.

Also, as part of NextGen stop consolidation to reduce travel times, Metro's Stops and Zones team along with municipal partners will remove some stops that lack basic amenities or are not ADA accessible. Accessibility is an important consideration in the stop consolidation plan.

## *Lighting*

Across Metro's service area, there are only a handful of bus stops with dedicated, pedestrian lighting (59 bus stops). Metro and the City of LA are working to install pedestrian lighting at bus stops that are not well lit, in areas of higher crime, and where there are high numbers of night-time riders.

A \$750,000 bus stop lighting project was recently completed by ECSD with support from the Federal Transit Administration (FTA). Twenty-one (21) bus stops were prioritized from a list developed by Metro Service Planning. The City of LA subsequently designed, procured, installed and will maintain streetlights at these bus stops listed on the next page.

Based on recommendations from Metro's Women & Girls Governing Council (WGGC), staff prioritized an additional 13 stops based on weekday boardings and crime rate, and are working with the City of LA's Bureau of Street Lighting (BSL) and StreetsLA to consider lighting for these locations. BSL allocates funding for pedestrian lighting at 30 bus stops a year within the City of LA. Metro staff continue to work to identify funding for bus stop lighting improvements in other parts of its service area.

The City of LA recently completed its streetlight competition, and the winning design includes an optional secondary light over the sidewalk for pedestrians. The Better Bus Stops working group is working to assess opportunities to deploy these new streetlamps near bus stops in high-need areas.



Sidewalks with tactile striping and banked corners help pedestrians with a range of abilities.



A few bus stops have dedicated lighting. Metro and City of LA are working to install pedestrian lighting at more bus stops.

## Pedestrian Lighting Locations in the City of Los Angeles Funded through ECSD

*Street Location / Nearest Cross Street:*

York Boulevard / Avenue 49  
 San Fernando Road / Eagle Rock Boulevard  
 Vermont Avenue / Melrose Avenue  
 Vermont Avenue / 4th Street  
 Cesar Chavez Avenue / Vignes Street  
 Central Avenue / 6th Street  
 Adams Boulevard / Broadway  
 38th Street / Broadway

*Street Location / Nearest Cross Street:*

Slauson Avenue / 2nd Avenue  
 Slauson Avenue / Van Ness Avenue  
 Florence Avenue / Avalon Boulevard  
 Vermont Avenue / 76th Street  
 Vermont Avenue / 94th Street  
 O Farrell Street / Beacon Street  
 Century Boulevard / La Cienega Boulevard  
 Sherman Way / Topanga Canyon Boulevard

## 13 Candidate Metro Stops for Additional Lighting within the City of Los Angeles (Ranked by average weekday boardings)

| <i>Stop Name</i>                 | <i>Daily Boardings</i> |
|----------------------------------|------------------------|
| Vermont / Vernon                 | 686                    |
| Vermont / Martin Luther King Jr  | 672                    |
| Crenshaw / Martin Luther King Jr | 578                    |
| Crenshaw / Slauson               | 510                    |
| Crenshaw / Florence              | 259                    |
| Western / Slauson                | 274                    |
| Gage / Broadway                  | 105                    |
| Venice / Western                 | 628                    |
| Western / Vernon                 | 564                    |
| Venice / Cadillac                | 430                    |
| Van Nuys / Sherman Way           | 332                    |
| Vernon / Western                 | 170                    |
| Ventura / Van Nuys               | 112                    |



A City of LA competition to create a new streetlight design, inspired winning design "Superbloom" by design studio Project Room. Photo courtesy of Project Room.

### *Seating and/or Leaning*

Just over half of bus stops served by Metro do not have seating. For customers with long waits, people with disabilities, and elderly riders, not having seating at a stop can cause major discomfort. Many bus stops do not have enough sidewalk space for a bench. Metro's Better Bus Stops working group is planning to test low-cost solutions, possibly like the image below, to provide seating at more stops, and will solicit rider feedback.



The Simme Seat is a simple, efficient solution for offering riders the convenience of seating.

### *Schedule Information*

In addition to the recommendations in the Real-time Information section of this plan, Metro is exploring improvements to static schedule information at bus stops. As a part of the NextGen service change scheduled for June 2021, the Better Bus Stops working group is considering modifications to bus signs to improve the information we provide to riders.



Stops with minimal sidewalk space will require innovative, safe seating solutions.



Routing and service frequency information on screens and in static signage at Cesar Chavez Transit Pavilion, Los Angeles, Union Station.

## *Well-maintained and Clean Bus Stops*

Key cleanliness and maintenance issues that Metro is seeking to address include:

- > Trash and debris due to a lack of trash receptacles, or overflowing and unmaintained receptacles
- > Unsanitary conditions affecting health and safety concerns (e.g. discarded food, rummaged garbage cans, drug paraphernalia, human and animal waste)
- > Bus stop areas and seating occupied by non-transit activities (e.g. individuals sleeping or lounging on benches or on sidewalks, encampments of people experiencing homelessness)
- > Graffiti and damage to bus stop furniture or infrastructure
- > A lack of coordination for bus stop condition reporting and response across Metro and local jurisdictions

Across Metro's service area, local jurisdictions are largely responsible for keeping bus stops clean and maintaining the shelter, seating and trash receptacle. Metro Stops and Zones responds to calls in the City of LA, along with occasional calls from across the county, to power wash bus stops that are health or safety hazards.

The Better Bus Stops working group is looking into additional ways to improve bus stop cleanliness. Metro's Integrated Station Design Solutions (ISDS) working group has a new design for station trash receptacles that are more maintainable, secure and attractive. Metro is also exploring an Adopt-a-Stop program. These programs have been used by cities and transit agencies across the U.S. to help keep bus stops clean. In an Adopt-a-Stop program, a local business or community group could pay to sponsor the stop, pick up litter and report graffiti and other issues to the transit agency or local jurisdiction. The Better Bus Stops working group, in consultation with Customer Care and Stops and Zones, is also considering a pilot program to streamline the process for customers and local jurisdictions to report bus stop issues and get them addressed quickly.

## *Pilot Tests*

The Better Bus Stops working group, in conjunction with Metro's OEI and Stops and Zones, plan to test low-cost bus stop improvements and solicit input from bus riders and the general public.

Pilot proposals include:

- > An on-post bus seat
- > A push-button solar light; these solar lights have a button-activated flashing light to alert bus operators that a passenger is waiting, thereby reducing pass-ups at night
- > A solar-powered fan



Riders can press a button to activate a flashing light signal for a bus operator to stop. Photo courtesy of Orange County Transit Authority.



Bus stop improvements such as solar-powered lighting may be piloted to get rider feedback.

### *Other Improvements*

Additional investments in bus stops include the new Cesar E. Chavez Avenue Bus Stop Improvements project and the Patsaouras Plaza Busway, both funded through a federal grant. The Cesar E. Chavez Avenue bus stop improvements include a new transit pavilion, bicycle amenities and new bus shelters. The Patsaouras Plaza Busway provides a new station for the Metro J (Silver) Line and other buses on the El Monte Busway, and provides a platform and a pedestrian bridge (designed through architect and artist collaboration) to help riders access Union Station. Additionally, the project will enhance security at the plaza with improved lighting and a closed-circuit TV system (CCTV).



The Patsaouras Bus Plaza Station on the El Monte Busway is equipped with a shade canopy, seating, TAP vending machine and schedule information.



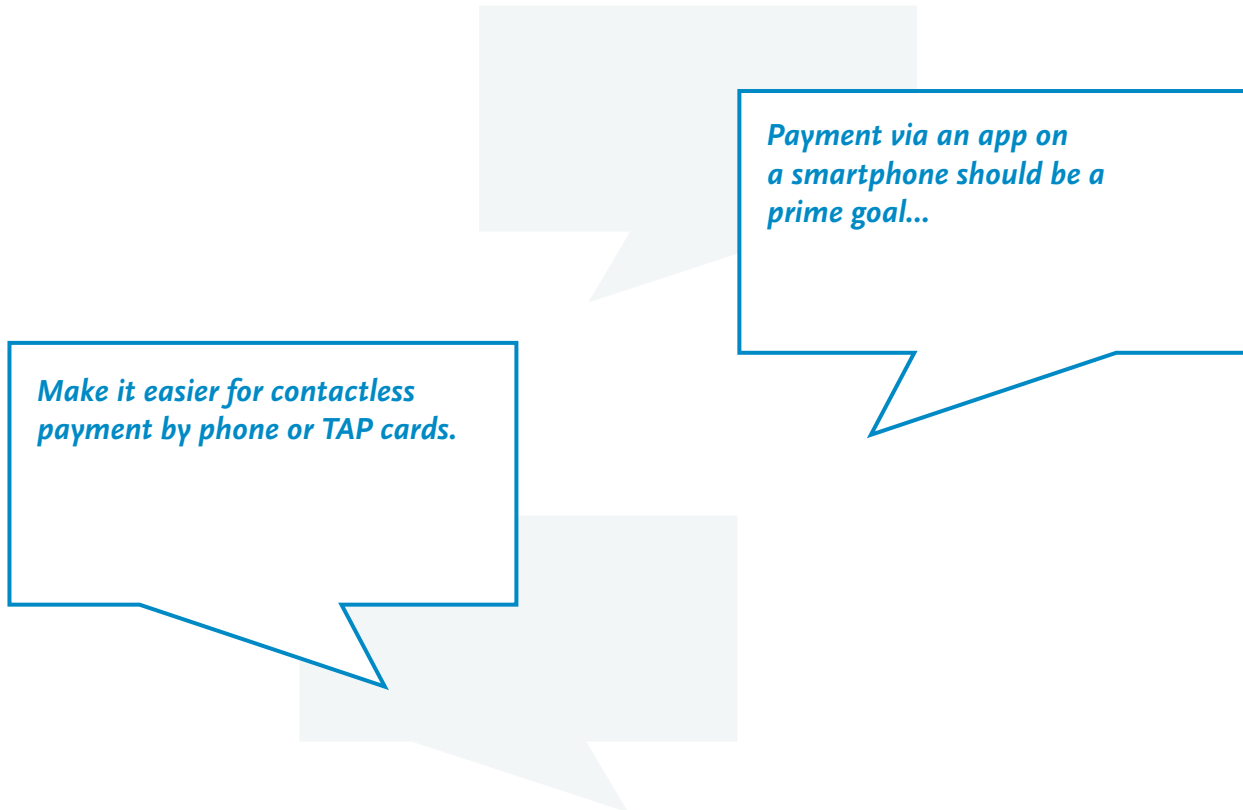


## Bus Stops: Recommendations

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- 1 By March 1, 2021, the Better Bus Stops working group to finalize a system for prioritizing which bus stops receive amenities first, based on Equity Focus Communities, weekday bus boardings, wait time, urban heat, high collision areas, and the presence of schools, senior centers and other public facilities. The criteria will be developed in partnership with cities in the Metro service area.
- 2 By April 1, 2021, the Better Bus Stops working group, in consultation with subregional stakeholders, to recommend bus stop improvements for potential inclusion in local return project plans and uses.
- 3 By April 1, 2021, Metro Real Estate to finalize an agreement to dedicate a portion of possible new digital billboard revenue to fund bus stop improvements.
- 4 By June 30, 2021, Metro's OEI, Countywide Planning, Service Planning and Office of Management and Budget to work with external fund sources, including local jurisdiction street furniture/advertising contracts, to develop a funding plan to provide seating and shade for at least 60% of Metro bus stops, along with low-cost solar lighting, new bus signs, real-time information and low-cost seating.
- 5 By Dec 31, 2021, Stops and Zones and Community Relations to work with municipalities to test inviting neighborhoods and businesses to adopt bus stops, as done in other cities.
- 6 By Dec 31, 2021, the Better Bus Stops working group, Stops and Zones, Customer Relations and Community Relations to work with the City of LA and at least two other cities in Metro's service area to formalize policies and procedures to keep bus stop areas clean, to address homelessness, and to develop a system to invite bus riders to report bus stop issues.

## 3.05 Ease of Payment



Purchasing your Metro fare should be easy – whether you’re a daily local rider or a first-time visitor to LA County, this first step in the customer journey can set the tone for the complete experience. When beginning travel on Metro, we want to ensure this first impression is a good one.

**Important note: Metro is currently evaluating fareless (free fare) transit, which could make the ease of fare payment (and the recommendations in this section) a moot issue.**

Customers tell Metro they want more convenient options to pay fares.

Previous complaints included:

- > Difficulties loading TAP cards at Ticket Vending Machines (TVMs)
- > The inability to purchase TAP at bus stops

- > The length of time it takes for fare to be loaded to TAP cards when purchasing online
- > The lack of a mobile app for fare payment
- > Too many fare types to choose from
- > Hard to apply for LIFE low-income discounts
- > Metro monthly pass not synchronized with bike share

Fortunately, Metro is working to address many of these issues. Improvements include:

- > **TAP mobile app:** The TAP program brings an innovative "first" for fare payment with the September 2020 launch of the TAP mobile app. This new technology gives customers a contactless way to pay for transit using an iPhone (8 and above, iOS 13.6 and above) or Apple Watch (Series 3 and above, watch OS

6.2.8). The TAP app can also be used to buy fare for 25 additional TAP-participating transit systems, manage TAP accounts, including Reduced Fare and LIFE discounts, and plan trips using Trip Tools. The TAP app for Android will be available in 2021.

- > **TAP automated transfers:** New automated transfers replaced a manual process that required bus operators to select the correct transfer, and collect the full fare on the first leg of a trip.
- > **TAP vending machines (TVMs):** Metro's TAP department redesigned TVM screens for easier navigation, and designed new help screens and audio capabilities for people with sight impairments. Note: for the 2021 CX Plan, Metro will analyze feedback from customers regarding ease of fare payment to assess whether there are remaining issues to be resolved.
- > **Bus station TVMs:** TVMs are currently available at all Metro G Line (Orange) BRT stations, at eight key stations along the J Line (Silver) BRT and at the Union Station Patsaouras Bus Plaza. A TVM will be added to the new Silver Line Union Station Patsaouras Bus Plaza, as well as at the new Cesar Chavez Transit Pavilion. Metro has worked with regional partners to expand TVMs to five additional locations: Norwalk Transit Center, Long Beach Transit Center, South Bay Regional Intermodal Transit Center (Redondo Beach), Torrance South Bay Regional Intermodal Transit Center and Culver City Transit Center.
- > **Upgraded fareboxes:** Upgraded bus fareboxes have been installed so now passes and Stored Value purchased online will load onto TAP cards more immediately. From a consumer perspective, loaded value should be available to use on your TAP card the moment you purchase it. The lag time has been reduced from up to 48 hours to just 30 minutes, and the current goal is to reduce it to no more than 10 minutes. These are good steps, but still fall short of the instant loading that consumers expect.
- > **TAP and Stored Value sales on board buses:** Customers can now purchase TAP cards and load Stored Value on board all Metro buses and seven other municipal bus operators. These loads happen instantly.



Customers can quickly and easily tap as they board with validators on buses.



Angels Flight Railway



Carson Circuit



Glendale Beeline



Los Angeles World Airports (LAWA)



Palos Verdes Peninsula Transit Authority



Antelope Valley Transit Authority



Compton Renaissance Transit System



Glendora Transportation Division



Long Beach Transit



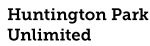
Pasadena Transit



Baldwin Park Transit



Culver CityBus



Huntington Park Transit Unlimited



Metro



Santa Clarita Transit



Montebello Bus Lines



Beach Cities Transit



Foothill Transit



LA County Department of Public Works



Monterey Park Spirit Bus



Santa Monica Big Blue Bus



Burbank Bus



Gardena GTRANS



LADOT Transit



Norwalk Transit



Torrance Transit

## TAP Network of 26 LA County Transit Agencies

Largest seamless smart-card program in the nation.

- > **One million TAP card distribution:** To get the benefits of TAP in the hands of as many Metro customers as possible, the Metro Board of Directors authorized the distribution of one million free TAP cards. Consistent with Metro's focus on equity, distribution was focused on areas with disadvantaged populations, including through social service agencies.
- > **TAP third-party vendor network:** To make TAP readily available in neighborhoods throughout the LA area, TAP increased its third-party vendor network to 470 locations, and in 2019 added 1,000 more locations through a partnership with Walgreens Pharmacy and 7-11.
- > **TAP website:** Our independent review of the TAP website reveals that it is easy to use, setting a high bar for other Metro websites, vending machines and apps to achieve the same level.
- > **Bike share and Metro monthly pass:** Currently, Metro monthly pass customers are unable to use their monthly pass as fare payment for Metro Bike Share due to incompatibility with the current reader types.

TAP is currently working with Metro Planning to coordinate with the next bike share contract.

- > **Comprehensive Pricing Study:** Metro is currently doing a comprehensive review of fees and fares, and one of the top objectives is to simplify fares to improve the customer experience.
- > **Fare-capping:** TAP is currently exploring a fare-capping feature to allow customers to pay as they go for rides on Metro, until the cumulative fare deductions reach the pass cost for the incremental travel period (end of the day, end of the week, end of the month), after which rides would be free for the remainder of the month (or daily/weekly pass period).

The TAP mobile app was developed to simplify fare purchase - no more stopping at TVMs or interaction with the bus operator. Many riders do not have a smartphone, however, or have an older model that cannot be used for fare payment. And getting riders to transition from cash payments to TAP remains an issue, with 30-40% of bus riders not using TAP. These customers are unable to enjoy free and seamless Metro



Bike Share provides a first mile, last mile connection between transit and a customer's destination.

transfers on second boardings, easy TAP payment for Metro Bike Share and balance protection if a card is lost. The distribution of one million TAP cards was a good first step in addressing the issue, but it is a significant equity issue and work remains to be done.

Also, with more than half of Metro riders meeting the low-income threshold, reduced fare programs, such as LIFE, must continue to eliminate barriers for low-income customers. The LIFE program started in July 2019 with approximately 30,000 customers and since then, the program has grown to 77,000 users. This is swift growth but there is still room to expand. The improved, electronic process for renewing LIFE discounts, implemented due to the pandemic, is also a good step forward, but more needs to be done to make LIFE as accessible as possible to those who would benefit from it.

The payment industry will continue to evolve, and it's important for Metro to map a flexible approach that allows the agency to stay with the times. This underscores the importance of releasing open APIs for payment so that Metro payment is available through a range of apps and devices, and working with APTA and other industry stakeholders to adopt common technology standards. This will also help LA prepare to welcome people from around the world for the 2028 Olympic games. Whether a visitor uses Google Maps, a shared ride app, a short-term home rental website, an event ticketing app or an airfare search engine, Metro transit information and payment should be ubiquitous and readily available.

## Ease of Payment: Recommendations

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- 1 By June 30, 2021, TAP to seek authorization to distribute at least 100,000 additional free cards to areas with low TAP use, and consider new incentives to use TAP instead of cash. Additionally, it is recommended that Metro have ambassadors with iPads assist riders in low TAP use areas with registering their TAP cards so that users enjoy balance protection, gain a sense of ownership of their TAP card and get familiar with the convenient *taptogo.net* website.
- 2 By January 31, 2021, as part of the midyear budget process, OMB to revisit local programming budget limits that discourage LIFE program growth.
- 3 By March 1, 2021, OEI to organize focus groups or phone interviews with cash-paying and non-smartphone transit riders to better assess their needs and inform the LIFE discount campaign.
- 4 By April 1, 2021, LIFE program to work with Metro Marketing, Customer Care and municipal transit agencies and other TAP partners to review procedures and eligibility requirements, such as a government issued photo ID requirement, to further improve the ease of applying. This review should also evaluate ways to enable quick third-party validation of eligibility based on eligibility for other government aid programs.

- 5 By June 30, 2021, Metro Marketing to launch a new campaign to publicize LIFE discounts and the easier application process.

- 6 By June 30, 2021, TAP to prepare a strategy and expedited schedule to power third-party payment.

**Again, it should be noted that Metro is currently considering fareless transit, which could make the ease of fare payment (and the recommendations in this section) moot.** An initial report is scheduled to be completed in December 2020.

## 3.06 Speed

*I don't really take the bus because there are too many connections to where I want to go, and so right now Uber is just much easier.*

*This is the fifth time I've had to call Uber because the line 230 is hardly sticking to schedule on the Metro app, Google or any other app. I'm flabbergasted as to how poorly Metro is running.*



Complaint to  
Customer Care



Customer Satisfaction  
Japanese Language Focus  
Group, 2017

Metro riders also want faster travel times, especially for the bus.

Some of these issues occurred because the COVID-19 pandemic reduced traffic congestion, and bus operators had to slow down to avoid getting ahead of their schedule. Metro Operations staff subsequently adjusted schedules to reflect current traffic conditions.

More broadly, though, when the 2017 OEI survey asked lapsed riders why they no longer ride, 64% said buses take too long and 25% said rail takes too long (2018 Metro Marketing Brand Tracker Survey).

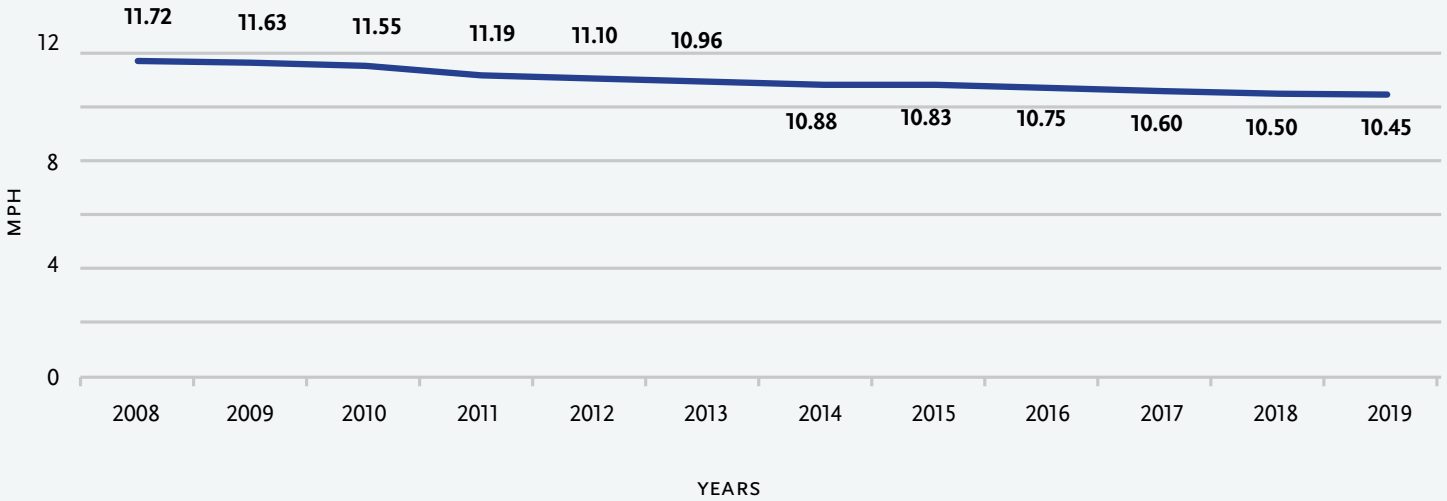
In fact, while Metro's Vision 2028 Plan set a goal to increase bus speeds by 30% in the future, bus speeds have declined by 12.5% over the last 25 years due to traffic and parking congestion, and more recently due to

Uber and Lyft pickups and drop-offs, and e-commerce delivery vehicles.

Fortunately, bus-only lanes can speed up service, and let bus riders zoom past traffic congestion. For example, the Flower Street bus-only lane improved speeds up to 30% during the PM peak.

Metro recently began to utilize new bus-only lanes on Flower, 5th and 6th Streets in downtown LA, and will be working on more. Metro has been collaborating with the City of LA, Los Angeles Department of Transportation (LADOT) and StreetsLA to expedite bus-only lanes (and bike lanes), reflecting a mindset among city and Metro staff that prioritizes the interests of bus riders, many from disadvantaged communities.

**Bus speeds decreased from 2008 to 2019.**



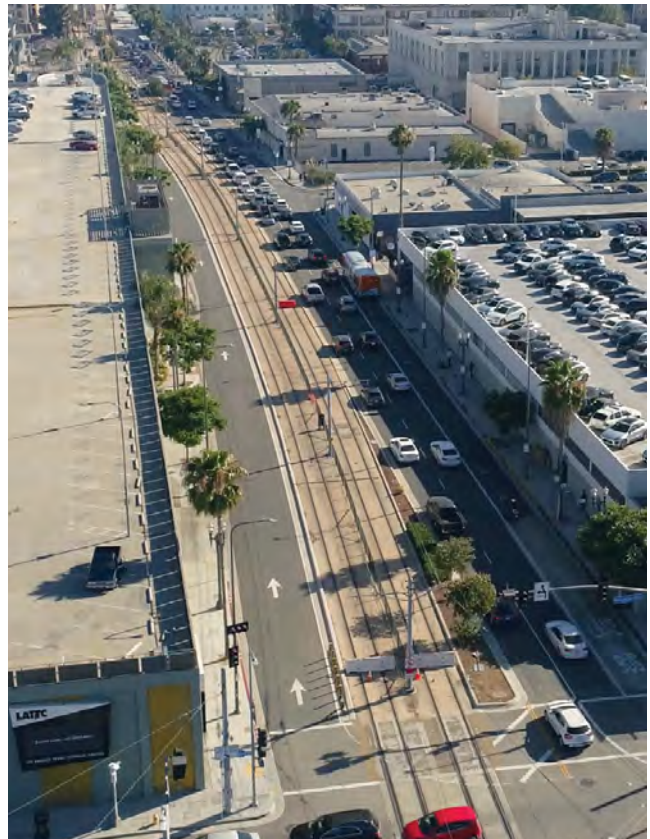
Times shown are based on scheduled speed.

Nearly 30,000 Metro weekday riders will benefit from the 5th and 6th streets improvements, plus riders on buses operated by Torrance Transit, LADOT, Antelope Valley Transit and Montebello Bus Lines.

Even with recent progress on bus-only lanes, there are a range of challenges and constraints that impact future progress. These include budget constraints, street geometry limitations, existing traffic congestion, and political and community support for the improvements. Additional factors include traffic enforcement to keep bus-only lanes clear, stop locations and spacing, bus zone design, transit signal priority, all-door boarding and fare payment (which increases boarding times).

Metro is working with LADOT to expand Transit Priority Signaling (TPS) from just Metro Rapid buses currently to all Metro buses in the future. TPS extends green lights to prioritize bus service.

Bus lane enforcement is also crucial to support faster bus speeds. Most bus lanes are passively enforced through roadway marking and signage. As a result, most of the lanes in LA County have high vehicle intrusion rates. In some cases, such as the mixed-use bus lane on Wilshire Blvd, there is little active enforcement by police or parking officials, and a study showed lane intrusions at a rate of one every four minutes during the bus lane operating hours. By comparison, Metro, in partnership



The Flower Street bus-only lane allows for faster bus travel times.



**Rider Profile**

**Gender, Race, Ethnicity**

- 53% Women
- 66% Latinx
- 15% African-American
- 32% Limited English Proficiency

**Resources**

- 81% Have no cars
- 45% Have no smartphones

**Financial Status**

- \$17,975 Median annual income
- 41% Rely on discounted fares
- 30% Pay with cash

Source: Fall 2019 On-Board Survey



with LADOT, piloted a bus lane in 2019 in downtown Los Angeles on Flower Street with dedicated police enforcement, which helped the project dramatically improve bus speeds.

Automated camera enforcement can help keep bus-only lanes clear. Metro’s OEI worked with CarmaCam in 2019 to test use of bus-mounted cameras, which can be used to capture images of intrusion into the bus lane and issue warnings or citations, similar to a successful program in San Francisco. In 2021, Metro plans to consider seeking legislation to authorize camera enforcement, and funding to implement it in key corridors, in partnership with the City of LA and other communities that will benefit from bus-only lanes.

Another way to increase speed is through all-door boarding (ADB), which allows riders to board at any door. Metro rail and the G Line (Orange) Bus Rapid Transit have ADB, with riders loading their TAP cards before they board and tapping on validators upon entering the buses. The J Line (Silver), Line 720 (Wilshire) and Line 754 (Vermont) use bus mobile validators (BMV) mounted near each door to allow customers to board and pay. Metro is exploring strategies to expand ADB to additional routes. Of course, the fareless programs being considered by Metro could make ADB universal.



Traffic enforcement for bus-only lanes has proven crucial for supporting faster bus speeds.

Metro is doing even more to increase speeds on the G Line. Improvements through 2025 will include 35 gated street crossings along the route, and grade separation at Van Nuys Blvd and Sepulveda. With these improvements, G Line service is expected to be 29% faster, reducing end-to-end travel times from 53-55 minutes to just 38 minutes.

Also, Metro's Corporate Safety is working with Service Planning and Bus Operations (Divisions 8 and 15) to develop speed advisory software that analyzes LADOT street signal and bus movement data to suggest an optimal speed to operators for smoother operations and fewer red lights. This project was first submitted by two Metro employees (Tony Tiritilli and Leonid Bukhin) as an internal Unsolicited Proposal. Tablets have been installed on a few test buses and testing will begin soon.

Additional higher-speed Bus Rapid Transit (BRT) lines are being planned in the North San Fernando Valley,

North Hollywood to Pasadena and Vermont Ave transit corridors (note: Vermont is also being studied as a potential rail alignment).

Metro is also working to increase train speeds. Increased rail signal priority on the A Line (Blue) service shaved seven minutes roundtrip in Long Beach. And Metro is partnering with LADOT to improve rail signal priority for nine intersections along the E Line (Expo). These projects help trains traverse intersections without stopping for red lights.

Longer term, Metro is conducting a design review of the light rail network to identify additional segments where travel speeds could be safely increased. This study will be completed by March 2022.

64% said buses take too long  
and 25% said rail takes too long





Gates at busway street crossings improve safety and help buses travel at consistent speeds. Rendering courtesy of Mott MacDonald/Gannett Fleming.

## Speed: Recommendation

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**1** By February 1, 2021, the Better Bus team in conjunction with the City of LA to finalize the next round of bus-only lane improvements to continue the momentum from successes in 2020.

## 3.07 Crowding

*It would be nice if you add more buses in the morning. Our bus is always crowded. People were so packed they started yelling at each other and it made everyone uncomfortable.*



*It was about 6:05pm. There was problem with the Red Line and it was backed up but the crowds are a daily issue.*

*Sometimes these buses are so crowded I have a difficult time getting to the exit at my stop.*

*Good for the most part but believe you could reduce crowding by increasing bus service-buses, opening more seats...*

*The train shows up with less cars, that makes for a more uncomfortable ride. Students or workers get on with bikes, scooters. People get left because there's no room, and it has caused arguments.*

*A lot of passengers on the buses. I think there should be a passenger limit.*

 Complaint to Customer Care  
 COVID-19 Survey Comment



Rush hour travel (before COVID).

In normal times, riders want a seated ride, adequate elbow room and clear aisles to get on and off easily. During a pandemic, they also want safe social distancing, and the comments on the previous page reflect that sentiment.

As of September 2020, Metro Operations has been running 80% of normal bus service for about 50% of normal ridership, and has been monitoring bus loads on a weekly basis to reallocate service hours where needed. To address COVID-19 concerns, Metro distributed over 50,000 face coverings to riders who didn't have one, driving the percentage of riders with face coverings to 99%. Metro has tried to ensure that passenger loads do not exceed 75% of seated capacity as a temporary measure, compared to the 130% standard prior to the pandemic. As of September 2020, only 10% of weekday bus runs exceed the 75% standard. Also, Operations recently discontinued roping off the front of buses to allow for added capacity for customers to practice physical distancing.

In addition, providing reliable service and keeping the incidence of missed runs under 1%, as recommended in the Metro bus reliability section of this plan, will also reduce crowding. This is important because when there is a major delay or missed run, the following bus may have double the load.

Along with the rollout of NextGen, Metro Operations is considering a headway management program for high frequency service (such as NextGen Tier 1 routes). This would draw from experiences at other transit agencies to set up a system whereby supervisors communicate with bus operators to ensure that buses adhere to posted frequency (such as every 10 minutes). This would reduce the bunching of buses, even out passenger loads, and allow for reduced travel time when traffic is light.

In the long term, as ridership rebounds, crowding can also be addressed through higher capacity vehicles. Some articulated buses are being phased out due to maintenance demands, but a study is underway to evaluate the pros and cons of double decker buses.

On the rail side, Metro is acquiring new open-gangway married pair train cars to open up more room for customers.

In the meantime, the Transit app now provides riders with predicted crowding levels on each bus. And Metro is currently working with Transit on enhanced crowding predictions that use real-time crowd-sourced data. This work is especially important for customers concerned about having adequate social distancing.

One other crowding issue is how to best accommodate luggage, strollers and other items on Metro vehicles. As new vehicles are ordered, Metro will continue to evaluate seat layouts to strike the optimal balance between seating and room for personal items, while also providing accessibility for riders with disabilities. This will be especially important as Metro improves services to airports and intercity rail, and prepares to welcome

visitors from around the world for the 2028 Olympics.

While budget is required to reduce crowding, it is also a matter of mindset. During the pandemic, it is important for Metro to continue to address social distancing concerns. And after the pandemic, the mindset throughout the agency should be to do whatever it takes to provide riders with a seated ride and to minimize the time spent standing on crowded vehicles. This is part of the cultural change discussed in the *Future Customer Experience Plans* section of this report.

## Courtesy Seating Initiative

Metro’s Women & Girls Governing Council (WGGC) recently created Courtesy Seating decals to encourage riders to offer their seat to people with disabilities, pregnant women and parents with young children. This addresses the needs of women who trip chain to many destinations, often with small children, strollers and shopping bags. In April 2020, the new “Courtesy Seating” decals were posted in all Metro buses.

Going forward, WGGC plans to extend this campaign to train cars, augment it with audio messages and include information about the Courtesy campaign in bus operator training.



Decals posted aboard buses promote offering a seat to seniors, adults with children and pregnant women.

## Crowding: Recommendations

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- 1 While Metro cannot guarantee social distancing on all routes at all times, Metro will introduce a new service configuration in December 2020 that is expected to increase social distancing on targeted bus routes during the COVID-19 pandemic. This is expected to reduce the 10% of bus runs that exceed the temporary average daily load factor measure of 0.75 (a temporary change from the usual 1.3 standard due to COVID-19) to 3% or less based on current ridership levels.
- 2 By December 1, 2021, Metro Operations to engage a research center or consultant to conduct best practices research on headway management, and consider pilot testing headway management along Tier I service in 2022. (See Agency-wide Recommendations for budget requirement for the research phase.)

## 3.08 Personal Security

*Too much violence on trains and buses to feel safe.*

*Two of Metro's security walked through and did not ask these young men to lower the sound. This is a common problem.*

*More staff/police on train not just at stations gates*

*The Sheriff will discriminate a lot. Say you have three Black guys over here and three white guys over here. They will walk straight pass the white guys to go card the Black guy.*

*Your Mall cops may carry guns but they don't have teeth. In fact, these guys make me nervous that they have guns. I can't imagine they have a lot of training.*

*I appreciate the presence of security at the train stations. Their presence is especially needed in the early morning and evening hours on platform as well as around the kiosk areas.*

*Less cops on the train, all they do is harass people.*

 Customer Satisfaction Focus Group, 2017

 COVID-19 Survey Comment



Crime on Metro is down 17% over the last five years, however, personal security remains a top rider concern. When riders feel unsafe, it can affect how often they ride, when they might ride and whether they ride at all. Some riders fear being mugged, assaulted by unstable individuals or having their cell phone snatched. Many women are also concerned about being harassed. And some riders fear the police in the wake of recent police shootings around the nation.

In the 2019 *Understanding How Women Travel Study*, 60% of female riders said they feel safe riding Metro during the day, but that number plummets to just 20% at night. Safety perceptions for waiting and walking to the stop or station at night were even lower at only 13% feeling safe. Many women interviewed in the study had endured sexual harassment and witnessed violent acts while on transit. In fact, 22% of riders reported experiencing sexual harassment in the past six months.

Women feel that better lighting at stops and along approaches to stations, and the presence of security staff nearby, would help them feel safer.



Metro also improves lighting when needed to improve safety. For example, here are before and after photos of lighting improvements at the L Line (Gold) Allen Station in Pasadena.

## WGGC Metro Call Point Initiative

Metro's Women & Girls Governing Council (WGGC) has called for more reliable, highly visible blue light emergency call boxes throughout Metro's system to improve security for customers. Metro SSLE is seeking funding for a phased rollout of this system, which will ultimately cost \$6.2 million. The Call Point units will be visible along the B (Red), D (Purple), E (Expo), C (Green) and L (Gold) Lines station platforms with bright blue light beacons.

## Racial Justice

While many riders want more security on the Metro system, many customers are also concerned about racial profiling and officer-involved killings around the country, and Metro’s Board of Directors has called for change. The agency will adopt Use of Force policies developed by Campaign Zero. These include requiring officers to exhaust all other reasonable alternatives before resorting to use of deadly force, restricting strangleholds and requiring officers to intervene to stop another officer from using excessive force. Metro decriminalized fare evasion in 2018 to reduce youth contact with the justice system and keep kids on a positive path. Metro is also working to implement body worn cameras in consultation with labor representatives, and to train officers

on implicit bias, anti-racism and de-escalation, including use of a simulator to prepare them for real-life situations they might face.

Finally, Metro is fortunate that its contracts with local and regional police departments allows the exclusion of law enforcement officers who fail to act in accordance with the agency’s values.

In 2021 Metro will:

- > Study options to further reform policing
- > Evaluate options for unarmed ambassadors to improve security and customer service
- > Shift funding from traditional policing to homelessness outreach and services

To address women’s concerns, Metro System Security and Law Enforcement (SSLE) is working to respond faster and more sensitively to sexual assault and harassment calls. SSLE staff will participate in sensitivity training, and Metro plans a communications campaign in 2021 to promote a culture of zero tolerance for sexual harassment on the system. Finally, Metro plans to deploy more law enforcement to areas that report higher rates of sexual assault.

Another tool to address security concerns is the LA Metro Transit Watch app. The app, which was developed by Metro Information Technology Systems (ITS), enables customers to report security issues by phone, text, by completing a report form, and the option to remain anonymous. The app also has a “Broadcast” feature that can send out security updates when needed. Metro will be publicizing app upgrades in 2021, including a new Spanish-language version and an ability to upload video content.



The Transit Watch app and a number to text Metro’s security can be promoted to customers.

## Metro Zero Tolerance for Sexual Harassment

Metro recently took steps to better support victims of sexual harassment. Victims are encouraged to call 888.950.7233 or text 213.788.2777 to report sexual harassment. This has been supported with a marketing campaign, and Metro's law enforcement partners — which include LAPD, LA County Sheriff's Department, Long Beach Police Department, Metro Transit Security and private security — are responding to sexual harassment incidents as a high priority.



A study on women riders provided insights Metro used for a strategy to curb sexual harassment and provide resources for individuals harassed.

## Personal Security: Recommendation

- 1 By February 1, 2021, Metro SSLE and Marketing to jointly set an ambitious goal for LA Metro Transit Watch market penetration. It is also recommended that, in addition to promoting the Transit Watch app, communication campaigns widely publicize the 213.788.2777 text number (for people with phones that do not accommodate apps). (See Agency-wide Recommendations for budget requirement.)

## 3.09 Homelessness

*The homeless scare, harass or bully the public with disabilities. Others don't want to be near them because some have mental issues. My concern is that they are a health risk to the general public.*

*A lady at Pershing Square station was causing a scene and security got her on the train, instead of maybe calling someone to help her? Just don't pass them off. They are Human Beings.*

*There's been a big increase of odd smelly characters on buses and trains doing inappropriate things. It's sad when they out people who ride to get out of the rain, but it's not fair to regular riders.*

*I am most worried about the homeless on the trains. The seats are often dirty, I don't want to sit down or I feel gross when I sit. The trains can smell like urine.*

*The homelessness and transient problem on the trains was really out of control. Sometimes the smells are so bad that people are unable to use that section of the train.*

*That the Metro have to stop letting homelessness people get in the bus because they don't have mask and they bring bags with trash and just fighting with the people.*

*Homeless man doing his business (pee and feces) in the elevator. Please stop this from happening.*



Complaint to Customer Care



COVID-19 Survey Comment



Twitter

The homelessness crisis in Los Angeles is among the most severe in the country, and Metro riders tell us that homelessness has a major impact on the customer experience. In a 2018 brand survey, 64% of respondents agreed that there are too many homeless people on the system, and some LA residents avoid Metro entirely due to widespread homelessness on the system.

Metro's *Vision 2028 Plan* calls for the agency to play a strong leadership role in efforts to address homelessness in LA County.

Metro's objective is two-fold:

1. To help people who are experiencing homelessness;
2. To curtail behaviors and conditions that adversely affect the health and safety of other riders.

To help people who are experiencing homelessness, Metro has partnered with community-based organizations to engage them and try to get them shelter or other services to get back on their feet. Up to 40 PATH (People Assisting the Homeless) staff in bright blue t-shirts help homeless riders on the train system Monday – Saturday, 3am – 3:30pm. LA DOOR Outreach Teams in grey t-shirts provide additional assistance as follows:

- > Union Station: Wednesdays, 7am
- > Civic Center/Grand Park Station: Thursdays, 7am
- > Westlake/MacArthur Park Station: Fridays, 7am

The Dream Center Outreach Team in blue t-shirts offers assistance at Union Station every Friday at midnight to people who are experiencing homelessness.

In addition, Metro System Security and Law Enforcement (SSLE) has increased the Homeless Outreach and Proactive Engagement (HOPE) Team from four officers on overtime to 11 full-time officers. These teams work hand-in-hand with PATH. Additionally, as of March 2020, the LAPD Special Problems Unit (SPU), consisting of four sergeants and 12 officers, has been redirected to support 'Operation Shelter the Unsheltered.'

SSLE also secured support from the LA County Sheriff's Department, increasing the Mental Evaluation Team (MET) by four deputies, and reassigning 16 deputies from the Threat Interdiction Unit (TIU) to the Special Assignment Unit (SAU) to focus on initiatives, such as 'Operation Shelter the Unsheltered.' And SSLE has worked with Long Beach Police to create 'Quality of Life' teams of two full-time officers to focus exclusively on working with people who are homeless.

A big part of this work is to establish trust, and destigmatize homelessness and mental illness. Through 'Operation Shelter the Unsheltered,' Metro policing contractors and PATH have provided housing and services to over 700 individuals since April 2020.

## Flexible Dispatch System

One model currently under consideration is to pilot test a strategy that actively engages Metro frontline employees to identify:

- > People who appear to need homeless services or medical attention
- > People exhibiting behaviors or conditions that adversely affect the health and safety of other riders
- > Fighting, or severe Code of Conduct violations that make other riders uncomfortable

When a situation is reported, a dispatcher could respond appropriately based on the nature of the report and available resources. Options could include:

- > Looking at real-time bus camera footage to gather more information as needed (via the ITS bus tracker website)

- > Dispatching ambassadors to peacefully intervene
- > Dispatching homeless outreach workers
- > Dispatching mental health professionals to do a welfare check and get people help
- > Dispatching EMTs to address medical issues
- > Dispatching law enforcement when needed to protect staff or customers, or to provide backup and presence to support the other categories of staff listed above

Training for all categories of staff would include anti-bias, mental health and de-escalation. This concept is one idea for reimagining security, and Metro will be convening a new Public Safety Advisory Committee (PSAC) to help shape future improvements to security and actions to move toward racial justice and equity.

Metro security officers also engage people who are homeless, escorting them off trains at the ends of rail lines and getting them assistance where possible.

While Metro's objective is to help people on our system who are experiencing homelessness, it also recognizes the urgency of curtailing behaviors and conditions that adversely affect the health and safety of other riders. This includes threatening or erratic behavior, open drug use, extreme odor, and defecation or urination in public spaces.

Interventions should be appropriate to the needs of each person. For example, for people who suffer from poor hygiene, staff can help connect them to showers and fresh clothing, or can distribute toiletries (toothpaste, toothbrush, deodorant, feminine products, perhaps bandages and Neosporin for open wounds, even adult diapers for those who need them). Another idea would be to partner with organizations like Lava Mae to offer free mobile showers and fresh clothing to people experiencing homelessness early in the morning, before

stations open, so they can clean up before entering the Metro system.

Metro is currently in the process of reimagining security in response to calls for racial justice, and the Metro Board has directed that more resources be allocated to homeless outreach services. The agency plans to reallocate up to \$3.5 million from security to PATH or other social service providers, and will look for additional opportunities going forward.

Despite significant efforts, however, the scale of homelessness on the system far exceeds the availability of homeless outreach, services and housing, and it may get worse due to recent economic distress and housing insecurity. Metro would like to work toward a goal of reducing the number of people experiencing homelessness on the system by at least 50% by connecting individuals to better options for shelter than riding Metro vehicles. The recommendations on the next page are designed to ramp up toward that goal as funding becomes available.

## LAPD Outreach to Individuals Experiencing Homelessness

Metro connects hundreds of individuals and families experiencing homelessness with the help they need. For example, on March 22, 2020, Officer Perez contacted the LAPD Transit HOPE Team regarding a homeless family living in a vehicle near a Metro bus stop in the Granada Hills area. Concerned for their well-being, Officer Perez referred the family to the Granada Hills Recreation Center shelter for temporary housing to ensure the family had a safe place to sleep during the inclement weather. HOPE Officers along with Department of Mental Health (DMH) Clinician Garcia went to the Granada Hills Recreation Center to meet with the family, but were advised that the family had been relocated to a Motel 6 for the safety of the children.

HOPE Officers and DMH met with the family at the Motel 6. The family consisted of the mother, father and their three children, one of whom suffers from autism. The mother was concerned because the motel voucher she had received the prior night was good for only one night and they had nowhere else to go. Understanding this

urgency, DMH Clinician Garcia worked diligently to contact Los Angeles Family Housing to enter the family into the Coordinated Entry System (CES) database to get them transitional housing. While Clinician Garcia coordinated housing arrangements and mental health appointments for the family, the officers took the family to get gas for their vehicle, as the family needed a reliable means of transportation to relocate to a new shelter. Additionally, officers purchased breakfast for the family since they had not eaten since the night before. The mother was thankful for the officers' willingness to use their own money to help her family. Los Angeles Family Housing provided the family with a long-term motel voucher to allow the family to get off the street until a permanent apartment became available. The officers discovered that the children needed new clothes and toys, so returned to the motel with food and clothing for the family. Being on the street for several months caused the mother to lose faith, but help from the HOPE team and DMH restored her hope for the future.

## Homelessness: Recommendations

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1 By April 1, 2021, Metro to pilot test a flexible dispatch concept whereby the agency responds to safety and security issues on the system by dispatching appropriate staff: from homeless outreach or mental health workers to unarmed security ambassadors or law enforcement, as the situation demands. (See Agency-wide Recommendations for budget requirements.)

2 By July 1, 2021, SSLE to expand and enhance homeless outreach teams, including on-call nursing, mental health and addiction services; temporarily provide emergency short-term shelter pending more housing from local and regional partners (see recommendations 3 and 4); test using unarmed security ambassadors to fill gaps in terminus station assistance and intercede with people who are experiencing homelessness on Metro to get them the help they need; and initiate regular, statistically valid counts to gauge results. (See Agency-wide Recommendations for budget requirements.) Note Metro's approach to homelessness is subject to change based on input from a new Transit Public Safety Advisory Committee that will begin advising Metro in 2021.

3 By January 31, 2021, Metro Government Relations to initiate work with other transit agencies in California to request that a portion of existing and new sources of local, regional and state homelessness funding be earmarked for transit homeless outreach teams, housing and services.

4 By April 1, 2021, Metro Community Relations to initiate work with local and regional partners to provide more shelter and housing to help Metro reduce homelessness on the system by at least 50%.

## 3.10 Cleanliness

*Please replace the filthy upholstered seats with something that can be properly cleaned.*

*Train station areas like the stair wells, hand railings and elevator interiors need infection control disinfection/cleaning. Regular attention to elevator floors due to riders urinating on them.*

*I don't feel safe when riding or even waiting for the train. It smells, it's dirty and some patrons don't care about cleanliness and I don't see it being enforced.*

*The trains, train stations, bathrooms at Union Station, and passageways, over hangs and entrance ways throughout the Metro network are FILTHY. Trash, urine, feces, vomit, diapers.*

*The Metro elevators are not cleaned, I have been inside, and the truth is they are in bad condition.\**



COVID-19  
Survey Comment

\*Comment translated  
from Spanish



Customers want a clean system when they ride transit, and hundreds of custodians and service attendants fan out across the Metro system every day to clean and disinfect stations, vehicles and bus stops. Of course, the COVID-19 pandemic has raised the bar, and customers want to know that surfaces they touch are disinfected.

Odor is a key issue for customers because it is invasive and hard to block out. Women tend to have stronger concerns about cleaning than men, according to the 2019 *Understanding How Women Travel Study*. In the study, 23% of women don't think the system feels clean, so it is important that Metro ensures women's feedback is included in cleaning protocols and standards.

Every day, buses are vacuumed and mopped, windows and poles are wiped down, seats are cleaned, and any gum or graffiti is removed. And monthly, deeper cleanings are done, including around doors and vents, and the work is inspected.

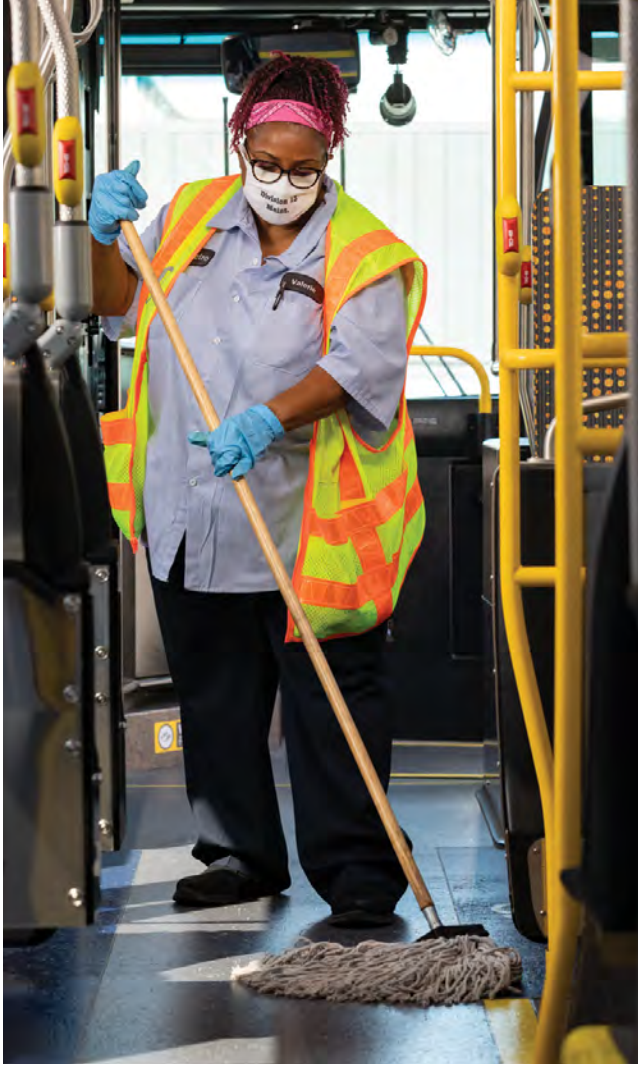
Trains are cleaned daily in the yards, and this includes sweeping, mopping, cleaning seats, stanchions and windows, and removing graffiti and gum. It also includes disinfection due to COVID-19. Monthly, deeper cleaning includes floor scrubbing, seat deep cleaning or replacement, scrubbing of panels, paint touch-ups and inspection of the work.

In addition, cleanliness issues on in-service trains are addressed on an as-needed basis at these stations:

- > Union Station
- > 7th Street/Metro Center
- > Redondo Beach Station
- > Downtown Santa Monica
- > Long Beach Station
- > North Hollywood
- > Wilshire/Western
- > Norwalk
- > Atlantic
- > Azusa

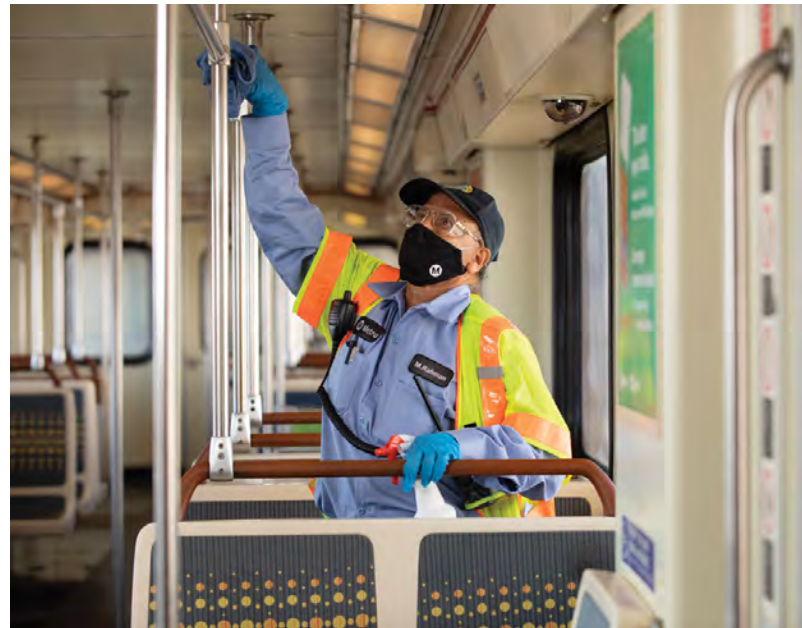
Prior to COVID-19, in-service trains were given a quick clean/pickup at terminus stations on several lines, but that practice has been suspended for now to allow for greater cleaning and disinfection work in the yards.

Train stations are cleaned at least twice daily, including emptying trash, spot sweeping and mopping of floors and stairs, dusting and wiping ticket machines, map cases, handrails and pylons, elevator cleanup and graffiti removal. To keep riders safe during the COVID-19 pandemic, Metro disinfects touch points, such as handrails, ticket vending machines, elevators and escalators. Also, stations are pressure washed at least once a week.



Daily cleaning of bus interiors are supplemented with monthly deep cleaning.

The COVID-19 pandemic has raised the bar, and customers want to know that surfaces they touch are disinfected.



In addition to daily cleaning and disinfecting, train interiors get a detailed cleaning and scrubbing on a monthly basis.

Metro also has programs to clean trackways and surrounding areas, and to address encampments, as needed, for the safety of the system, while providing outreach and placement for people who are homeless. Encampment removal has been temporarily suspended due to the pandemic. It should be noted that in some cases, Metro areas that need cleaning are on property that is owned by a third-party and inaccessible.

Bus Stops and Zones has 26 additional field staff that fan out over Metro's service area, responding to calls through Customer Care and reports from road supervisors, as well as routinely inspecting stops, busways stations and terminals. Tasks include fixing or decaling signs and repairing other infrastructure, pressure washing bus zones and ensuring the bus zone is clear.

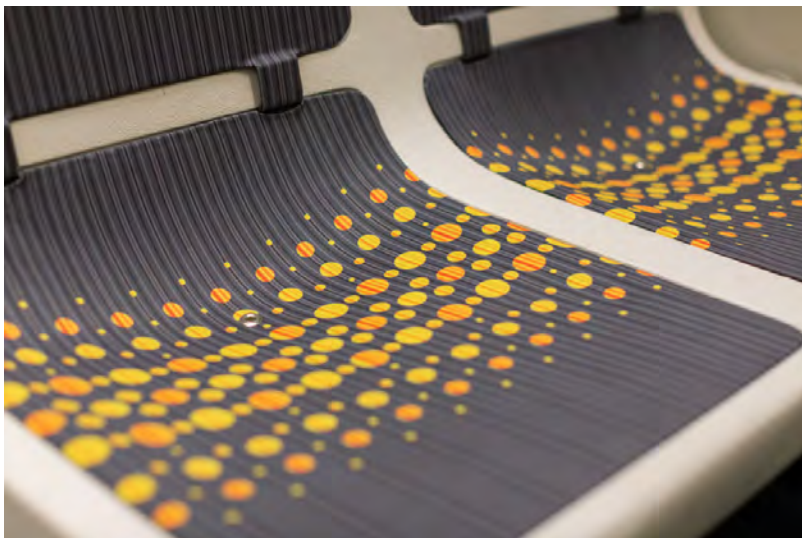
Note that during the pandemic, Metro cleaning is impacted by employees out on COVID-19 leave, and fiscal limitations that necessitated cancellation of overtime and a hiring freeze.

In terms of cleaning products, Metro is among the leaders in the transit industry. The EPA is finalizing a report on a cleaning product Metro has used on the rail system for the last four years, and has found that it offers long lasting antimicrobial and antiviral protection, as well as odor reduction. Metro is now using this product throughout the system, including on buses.

Having adequate cleaning facilities and equipment is also important. Currently, many stations lack areas to store cleaning devices, running water and places for staff to dispose of trash, so staff have to carry equipment with them and take a cart on board trains from one station to another. Adding cleaning closets and plumbing at stations is one option to consider. Another option could be to redesign cleaning carts to make them more mobile and easier to handle.

Numerous other issues intersect with cleanliness. Customers may feel Metro is unsanitary if fellow riders emit strong odors, appear unhygienic or engage in open drug use (see Homelessness section of this report). For elevators that suffer from human waste or drug use, Metro may want to consider an elevator attendant program similar to the successful program at BART in partnership with Urban Alchemy, a nonprofit which helps youth and formerly incarcerated people of all ages obtain job opportunities. Elevators are essential for people with disabilities, as well as travelers with luggage.

Also, if facilities or equipment look dilapidated, Metro can be perceived as unsafe or unclean. For example, if customers see cracked tiles, rotting metal or faded surfaces, they may perceive that Metro lacks attention or care to keeping the system in good order. Fortunately, on the rail side, Metro is among the leaders in the transit industry in addressing infrastructure issues. The Station



The new vinyl seats replacing the former fabric cover maintain the design pattern created by the Arts and Design Department, signature to Metro.



High-volume bus stops are cleaned regularly. Pictured: Before and after, Cesar Chavez/Alameda bus stop.

Evaluation Program regularly inspects 32 aspects of stations ranging from customer information displays, to stairs, elevators, lighting, seating, TAP machines and signage. With this program, staff also respond to social media reports and go into the field to observe and correct conditions reported by customers. The vendor who inspects stations recently withdrew from the Metro contract, and the agency is working to replace them. In the meantime, Metro staff is filling in to continue the work as much as possible.

The Station Evaluation Program recently transitioned from collecting data on paper to using electronic tablets. This enables inspectors to snap pictures of problems they observe, and the system automatically generates trouble tickets for quicker response and tracks responses to ensure all issues are addressed.

Another improvement is a transition from cloth seating to vinyl seats. This is being done in conjunction with the overhaul of old vehicles and acquisition of new vehicles. The annual Customer Experience Plans will report the status of vinyl seat installations each year until the transition is fully complete. Funding remains an issue to include vinyl seats on the new Kinkisharyo (P3010) Light Rail Vehicles and to incorporate vinyl seating on buses.

## Cleanliness: Recommendations

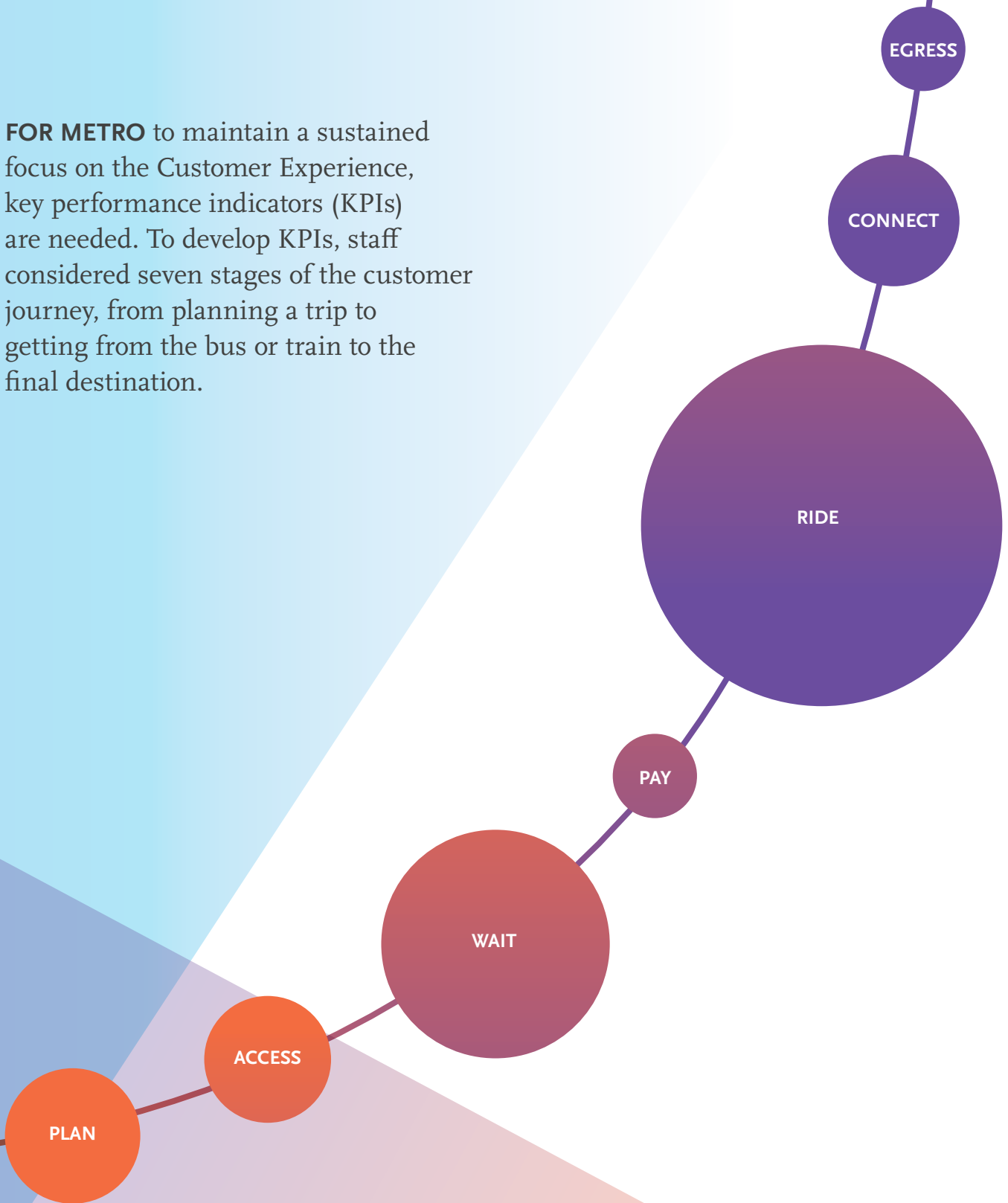
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- 1 By June 30, 2021, Metro Operations to evaluate opportunities and funding requirements to provide facilities and equipment to enhance the productivity, working conditions and effectiveness of custodians and service attendants.
- 2 By June 30, 2021, Metro Real Estate to provide a report that summarizes efforts to work with neighboring property owners to clean up trash near the Metro right-of-way, and collaborate with Operations, SSLE and Community Relations to implement strategies to address outstanding issues.
- 3 By June 30, 2021, Metro Operations and & SSLE to implement an elevator attendant pilot program similar to the successful program at BART to deter crime, human waste and drug use in elevators, and make them safe and pleasant for seniors, people with disabilities, travelers with luggage and others. (See Agency-wide Recommendations for budget requirement.)
- 4 By June 30, 2021, Metro Operations to resume vinyl seat transition. (See Agency-wide Recommendations for budget requirement.)
- 5 By September 30, 2021, Metro's Office of Extraordinary Innovation (OEI) to work with Operations to test odor meters for station inspections, with an emphasis on elevators, escalators, stairwells, bus stops and other areas where urination or defecation tend to occur. If this turns out to be viable, odor meters would help Metro track progress on this important aspect of the customer experience.
- 6 By November 1, 2021, Metro Operations to consider proposal to fill gaps in end of line cleaning, and cover every rail terminus during all hours of service, for consideration in the FY23 budget.
- 7 By November 1, 2021, Metro Operations to develop a scope, cost estimate for consideration in the FY23 budget, and pros and cons related to increasing custodial staff and materials for:
  - > Staff quick wipe-downs at selected mid-line train stations during less-crowded times, where service attendants could quickly board the train, wipe down selected surfaces, soak up liquid spills, pick up trash and address biohazards reported by customers or employees, riding the train a few stops when necessary to avoid any holdup to service. This technique would be highly visible to customers and help demonstrate that Metro cares about cleanliness. It is recommended that Metro Operations gather information from other agencies that have implemented mid-line cleaning, including BART.
- 8 By December 31, 2021, Metro Human Capital & Development, Communications and the Customer Experience Office to consider designating occasional days when employees who ride Metro could consider volunteering to pick up garbage they see during their ride. Metro could provide PPE, garbage bags with a Metro logo and gloves. This would be a great way for employees at all levels to pitch in to keep Metro clean, compliment Metro Marketing's *We're Here for You* campaign and show customers that we care. (subject to discussion with Metro labor representatives).



# 4. Key Performance Indicators

**FOR METRO** to maintain a sustained focus on the Customer Experience, key performance indicators (KPIs) are needed. To develop KPIs, staff considered seven stages of the customer journey, from planning a trip to getting from the bus or train to the final destination.



Based on this assessment, 40 KPIs were selected for tracking. To collect KPI data, a statistically sound, random cross section of customers will be asked to rate each of these KPIs from poor to excellent in annual Customer Experience surveys beginning in September 2020:

● **PLAN:**

1. Ease of getting info to plan my trips
2. *metro.net* website
3. Metro apps

● **ACCESS:**

4. Ease of getting to my stop or station
5. Car parking
6. Bicycle parking

● **WAIT:**

7. Personal security at stop/station
8. Cleanliness of the area where I waited for my bus or train
9. Seating at Metro stop or station
10. Shade at Metro stop or station
11. How often the bus or train comes
12. Availability of accurate arrival time info
13. Vehicles come on time

● **PAY:**

14. Ease of fare payment

● **RIDE:**

15. Personal security while riding
16. Presence of security staff
17. On-board trip time
18. Cleanliness inside the bus or train
19. Age/condition of vehicles
20. Enough room on the bus or train
21. Comfort of seats
22. Noise level inside bus or train
23. Comfortable temperature
24. Next stop information
25. Delay/service advisories
26. Wi-Fi availability and quality
27. Smooth ride

● **CONNECT:**

28. Knowing where to go to connect with another bus or train (if you transfer)
29. Timeliness of connection to other bus or train

● **EGRESS:**

30. Ease of getting from my stop or station to my destination

**Other:**

31. Hours of operation
32. Enforcement of Metro rules
33. Metro system kept free of graffiti
34. Safe from sexual harassment
35. Safe from harassment based on my race or ethnicity
36. Addressing homelessness on the Metro system
37. Escalators
38. Elevators
39. Signage
40. Helpfulness and courtesy of Metro employees

Customers will also be asked to provide specific comments about items they rate low. Staff will mine this data to develop a deeper understanding of customer experience issues to address in future Customer Experience Plans.



In addition, the following KPIs have been developed to gauge progress on Better Bus improvements:

1. Percent change in average bus travel speeds for target bus corridors
2. Total miles of Bus Rapid Transit (BRT) corridors in the county
3. Total miles of bus-only lanes in the county
4. Bus on-time performance
5. Measure of headway regularity (specific KPIs TBD)
6. Canceled assignment hours as percentage of revenue service hours
7. Operator hiring and retention levels (specific KPIs TBD)
8. Mean Miles Between Mechanical Failures Requiring Bus Exchange (MMBMF)
9. Percentage of customers with 10 minutes or better frequency
10. Percentage of trips over the load factor standard (note: this is individual trips, not on average)
11. Wheelchair pass-ups as percentage of wheelchair trips
12. Percentage of bus stops that have TAP loading and purchasing options that accept cash payment within 1/4 mile (subject to decision about Metro Fareless System Initiative)
13. API response time of TAP Mobile in 95th percentile
14. System availability of TAP Mobile
15. System availability of Bus Mobile Validators (BMVs)
16. Percentage of passenger trips with all-door boarding (subject to decision about Metro Fareless System Initiative)
17. Accuracy of trip plan output (specific KPIs TBD)
18. System availability of Bus Arrival Prediction System
19. Percentage of bus routers with full functionality
20. Accuracy of real-time arrival prediction (specific KPIs TBD)
21. Percentage of county residents with a 1/2-mile walk of a High Quality Transit Area
22. Percentage of trips that are one-seat rides
23. Percentage of trip destinations (by all modes) within 1/4 mile of bus stop
24. Average response time to incidents reported in the Transit Watch app (specific KPIs TBD)
25. Percentage of bus rolling stock with vinyl/plastic seats
26. Percentage of riders wearing face coverings (temporary KPI during pandemic)
27. Accuracy of crowding prediction (specific KPIs TBD)
28. Percentage of stops that are ADA accessible
29. Percentage of stops that have a crosswalk at one adjacent intersection, at least
30. Percentage of bus stops with shelters
31. Percentage of bus stops with shade trees
32. Percentage of stops with benches, seating or lean bars
33. Percentage of bus stops with trash receptacle
34. Percentage of bus stops with real-time displays
35. Percentage of stops with lighting within 50 feet
36. Audio next stop arrival performance (specific KPIs TBD)
37. Failure to offer wheelchair/mobility aid securement/lap and shoulder as a percentage of all wheelchair boardings (specific KPIs TBD)



## 5. Agency-wide Recommendations

## Agency-wide Recommendations

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This report includes 41 recommendations to address areas for improvement. Each recommendation shows responsible departments and a deadline. In addition, the following four agency-wide recommendations are proposed:

- 1** As the COVID-19 pandemic eases and revenues bounce back, Metro's Office of Management and Budget (OMB) to ensure that all customer experience improvements in this plan are considered for funding. See Figure 3 on the next page for a menu of recommended investments to improve the customer experience. These are all incremental to all the daily core functions to operate the system. Note that Metro's FY21 budget is 16.5% less than the prior year, due in large part to the pandemic's fiscal challenges, so funding these customer experience improvements will depend on how quickly the pandemic eases and the economy rebounds. Some of the items might also be addressed through third-party or grant funding.
- 2** By June 30, 2021, Metro's OMB to work with the Executive Officer for Customer Experience to ensure that responsible departments incorporate all 2020 Customer Experience Plan recommendations into the FY22 Comprehensive Agency-wide Performance Evaluation (CAPE) system, and report progress quarterly.
- 3** By June 30, 2021, Human Capital & Development to work with the Executive Officer for Customer Experience to ensure that all 2020 Customer Experience Plan recommendations are incorporated into FY22 Individual Performance Plans (IPPs).
- 4** Metro to adopt modern user experience testing and set customer acceptance standards to ensure new and upgraded products and services improve the customer experience. By June 30, 2021, the Executive Officer for Customer Experience will inventory major customer facing initiatives – current and future, and work with the Chief Policy Officer to establish policies and procedures to implement this recommendation.

**Figure 3: Menu of Potential Investments to Improve the Customer Experience**

| Project/Initiative with Description   | FY21<br>Mid-year | FY22        | FY23        | FY24      |
|---|------------------|-------------|-------------|-----------|
| <b>Shared Ride Service to the Rescue</b>  |                  |             |             |           |
| > A pilot program that quickly identifies customers impacted by a missed run or pass-up in real-time, and offers them a free ride or discount code for an on-demand shared ride service. Covers 35,000 rides.   | \$100,000        | \$400,000   |             |           |
| <b>Elevator Attendants</b>  |                  |             |             |           |
| > Provide attendants at selected elevators to deter human waste and drug use, similar to the successful BART program (budget covers pilot program).   | \$200,000        | \$800,000   | TBD         | TBD       |
| <b>Work Towards Reducing Homelessness on Metro by 50%</b>   |                  |             |             |           |
| > Limited emergency short term shelter pending more housing from local and regional partners.   | \$2,000,000      | \$2,000,000 |             |           |
| > Enhanced homeless outreach teams and related mental health, addiction, nursing, and shelter services. Expands from eight teams of five to 15 teams of three at minimal cost.  |                  | \$1,100,000 | \$1,122,000 | TBD       |
| > Fill gaps in end-station assistance to intercede with people who are experiencing homelessness on Metro and get them the help they need. Funding for a nine-month pilot program of unarmed security ambassadors, plus law enforcement as backup on weekdays starting April 1.   | \$2,800,000      | \$5,575,000 | TBD         | TBD       |
| > Regular counts to monitor trends and gauge the success of Metro efforts to address homelessness.  | \$100,000        | \$250,000   | \$250,000   | TBD       |
| <b>Flexible Dispatch Pilot Test</b>   |                  |             |             |           |
| > Flexible dispatch concept. Cost of dispatchers to enable Metro to respond to problems on the system with appropriate staff: from homeless outreach or mental health workers to unarmed security ambassadors or law enforcement, as the situation demands.   |                  | \$1,100,000 | \$1,133,000 | TBD       |
| <b>Increase Transit Watch Use</b>   |                  |             |             |           |
| > Digital advertising campaign to increase Transit Watch downloads and use to keep Metro safe.  | \$100,000        | \$150,000   |             |           |
| <b>Website for Better Bus launch (FY21), and CRM to enhance Rider Communications (FY22)</b>   |                  |             |             |           |
| > Interactive website to support Better Bus launch, plus real-time, automated system to communicate with riders, including during emergency shutdowns. Customize to each rider based on routes and times they ride, and the channels they use: <i>metro.net</i> , third-party apps like Google Maps and Transit, push notifications, text alerts, social media. Note: also requires unfreezing two positions in Digital Services. | \$250,000        | \$2,500,000 | \$550,000   | \$561,000 |

| Project/Initiative with Description   | FY21<br>Mid-year | FY22          | FY23          | FY24          |
|---|------------------|---------------|---------------|---------------|
| <b>Customer Experience Surveys</b>  |                  |               |               |               |
| > Annual on-board customer surveys.   | \$10,000         | \$140,000     | \$142,800     | \$145,656     |
| <b>Employee Surveys</b>   |                  |               |               |               |
| > Conduct employee survey every two years to gauge progress towards developing a customer-first culture, and to assess internal customer service between departments (includes follow-up coaching/expertise for departments). | \$15,000         | \$185,000     |               | \$192,474     |
| <b>Complete Vinyl Seating Transition</b>  |                  |               |               |               |
| > Replace fabric seats with easier-to-clean vinyl.  |                  | \$ 3,000,000  | \$ 5,000,000  | \$ 1,000,000  |
| <b>Labor Budget to Keep Canceled Assignment under 1%</b>  |                  |               |               |               |
| > Order of magnitude cost to shift average OAR from 1.18-1.20 to 1.25 to avoid missed bus runs. This is scalable to various OAR levels.   |                  | \$15,000,000  | \$15,300,000  | \$15,606,000  |
| <b>Headway Management Best Practice Review</b>  |                  |               |               |               |
| > Conduct best practices research on headway management to even out bus spacing and loads on high frequency routes.   |                  | \$150,000     |               |               |
| <b>Acceleration of Call Point Security Project</b>  |                  |               |               |               |
| > Blue light boxes recommended by Women and Girls Governing Council to improve security on the rail system.   |                  | \$ 5,000,000  |               |               |
| <b>Surprise and Delight</b>   |                  |               |               |               |
| > Arts, music and customer giveaways to surprise and delight customers, per Board motion 45.1.  |                  | \$400,000     | \$408,000     | \$416,160     |
| <b>Fy22 Bus Service Scenario (6.5m rsh)</b>   |                  |               |               |               |
| > Potential bus frequency improvements. Incremental cost relative to FY21 (5.6m rsh).   |                  | \$131,148,000 | \$133,770,960 | \$136,446,379 |
| <b>NextGen Scenario A/B (7.1m rsh)</b>  |                  |               |               |               |
| > Potential bus frequency improvements. Incremental cost relative to FY22.  |                  |               | \$87,432,000  | \$89,180,640  |
| <b>NextGen Scenario C (9.4m rsh)</b>  |                  |               |               |               |
| > Potential bus frequency improvements. Feasibility and timing TBD. Incremental cost of \$335,156,000 relative to NextGen Scenario A/B.   |                  |               |               | TBD           |
| <b>Fill Gaps in Train Interior EOL Cleaning</b>   |                  |               |               |               |
| > Staff every rail terminus during extended hours of service to perform end-of-line cleaning. Estimate includes 30% contingency.  |                  |               | \$12,000,000  | \$12,240,000  |

| Project/Initiative with Description  | FY21<br>Mid-year    | FY22                  | FY23                  | FY24                  |
|--|---------------------|-----------------------|-----------------------|-----------------------|
| <b>Highly-Visible, Train Interior Mid-Line Cleaning</b>  |                     |                       |                       |                       |
| > Staff quick wipe-downs at additional mid-line train stations during less-crowded times, where service attendants could quickly board the train, wipe down selected surfaces, soak up liquid spills, pick up trash and address biohazards reported by customers or employees. |                     |                       | TBD                   | TBD                   |
| <b>ATMS 2</b>  |                     |                       |                       |                       |
| > Replacement of aging information systems involved in delivering real time information to modernize functionality and improve reliability – this shows first two years of total investment of \$105M.   |                     |                       | \$10,000,000          | \$10,000,000          |
| <b>Bus Stop Improvements</b>   |                     |                       |                       |                       |
| > Twelve hundred (1200) additional signs with real-time information for use by bus riders.   |                     | \$1,139,793           | \$12,537,727          | \$1,453,200           |
| > Metro has over 13,000 stops. This increases the percentage with shelters from 24% to 60%.  |                     |                       | \$58,220,000          | \$4,650,000           |
| > Seats and solar lights attach to bus stop posts.   |                     |                       | \$6,800,000           | \$544,000             |
| <b>TOTAL</b>   | <b>\$ 5,575,000</b> | <b>\$ 170,037,793</b> | <b>\$ 344,666,487</b> | <b>\$ 272,435,509</b> |



## 6. Future Customer Experience Plans

The 2020 *Customer Experience Plan* was developed on a compressed schedule (three months). Starting in 2021, with additional time and resources, the breadth and depth of the plan will develop further.

## 6.01 Journey Mapping and Equity

For the 2021 *Customer Experience Plan*, Metro plans to conduct journey mapping to obtain a deeper understanding of customer journeys. Metro customers are diverse and have different needs when riding our system. For example, some types of customers are:

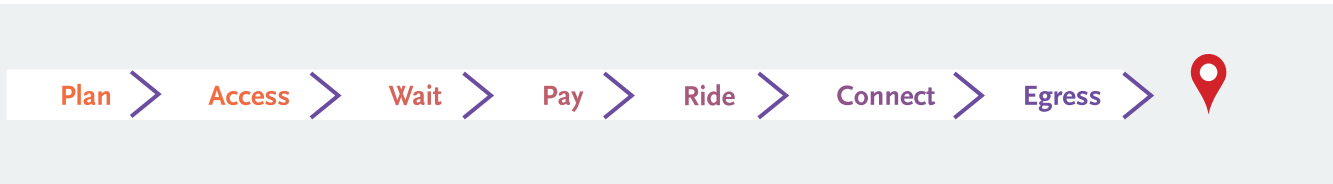
|   |   |   |
|---|---|---|
| <b>Frequent riders</b>  | <b>Women and girls</b>  | <b>Students</b>                             |
| <b>Occasional riders</b>  | <b>People travelling with children or caregivers</b>                                | <b>People who don't have smartphones</b>    |
| <b>Out-of-towners</b>   | <b>People with disabilities (including mobility, blind/visually-impaired, deaf)</b> | <b>People needing bicycle accommodation</b> |
| <b>People who speak other languages/ Limited English Proficient (LEP)</b> | <b>People who speak English</b>   | <b>People who experience homelessness</b>   |
| <b>People who have smartphones</b>  | <b>Senior citizens</b>  | <b>LGBTQ+ riders</b>                        |



To provide a better experience for each type of customer, we have to understand every step of their journey, from planning their trip all the way to reaching their destination.

The intent of journey mapping is to conduct in-depth interviews with each type of customer about each step of their journey: what they experience, what they see, what

they hear, what they smell, and what they feel. These interviews will be used to help develop future Customer Experience Plans. They will help staff to dig deeper into the customer experience, and will provide an equity lens to understand the customer experiences for many different kinds of riders.



### 6.02 Quadrant Chart

Future Customer Experience Plans will include a quadrant chart, which will array customer ratings and importance levels for approximately 40 aspects of service to identify pain points that are most important and most in need of improvement.

### 6.03 Worldwide Best Practice Review

Future Customer Experience Plans will include examples of best practices from around the world.



## 6.04 Employee Input

Metro employees from throughout the organization, including frontline workers, have important insights into customer experience issues and solutions. Future Customer Experience Plans will tap employees as an important source of information.

## 6.05 Organizational Culture and Values

Every day, employees from throughout the organization have opportunities to impact the customer experience. When employees are committed to serving the community and providing good experiences to riders, they are more likely to go the extra mile to make a difference. For example, an employee might stop to help out-of-towners figure out how to buy a TAP card, or a project manager overseeing new construction might decide to include a few extra benches or shade trees, a bus operator may greet customers as they board with a warm greeting, or a security officer may reunite a person experiencing homelessness with their family to help get them the assistance they need.

Customer experience can't just be a top down exercise. It requires a customer experience focus and culture at every level to be successful, and it requires that Metro's leadership and employees be able to see issues from a customer perspective, and ask themselves tough questions like "Is good, good enough?" and "How do we go the extra mile to really WOW people." It can't just be about designing services that are easy to deliver. The customer has to come first, and this requires a change in mindset.

To strengthen and expand a customer experience culture at Metro, an interdepartmental task force will be established to focus on hiring, training, coaching, recognition, listening to employees, modeling of customer experience attitudes by Metro leadership, riding the system to see what customers see, role mapping to ensure all employees understand how their job impacts the customer, bringing in outside experts to talk about Customer Experience, and establishing forums (possibly online) where customer-focused employees can connect, share tips and support each other.

## Equity

Equity is central to customer experience planning. Metro wants to improve customer experiences for all riders, and the 2021 Plan will focus on the needs of diverse types of riders, such as people with disabilities, those who cannot afford smartphones or data plans, women and girls, and riders who speak other languages/Limited English Proficient (LEP). Moreover, the plan will incorporate input from Metro's Executive Officer for Equity and Race, and the Metro Office of Civil Rights and Inclusion.

A recent example of a customer experience initiative with an equity lens was the approach formulated for the distribution of Metro masks to reduce the spread of COVID-19. Metro strategically distributed masks to areas with high rates of COVID-19 infection and to Equity Focus Communities that may not have the financial resources to obtain masks on their own, and where people disproportionately have preexisting medical conditions.

## 6.06 Broader Range of Customers

The focus of the 2020 *Customer Experience Plan* is on Metro bus and rail riders. Eventually, Metro Customer Experience Plans will expand to cover additional modes of travel, such as Metro Micro, mobility on demand, Metro Bike Share or freeway services.

## 6.07 Internal Customer Service

Future Customer Experience Plans will also expand to cover services provided between internal departments. This could help the organization become more effective and efficient in delivering programs, projects and services to the public.

## 6.08 Surprise and Delight

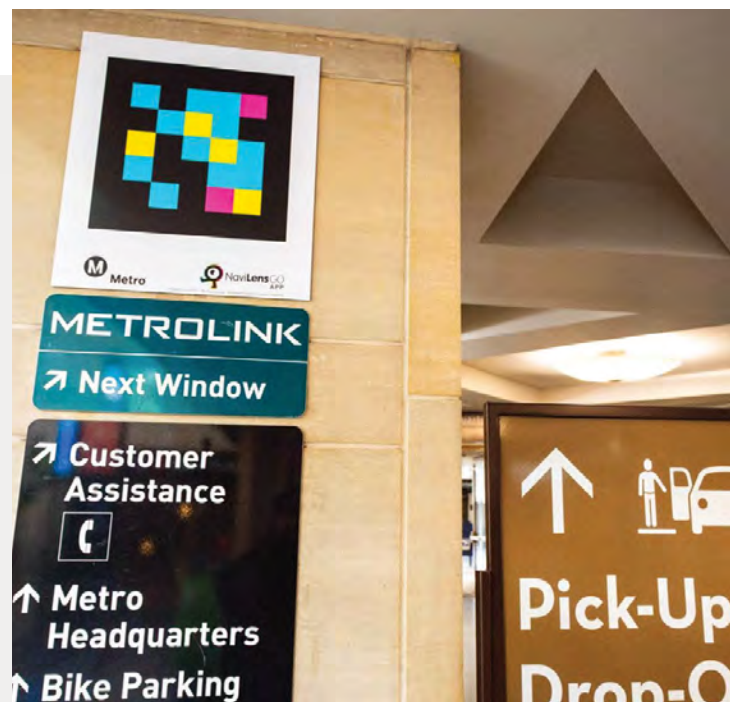
Future Customer Experience Plans may surprise and delight Metro customers with art, music or giveaways when they least expect it. Stay tuned for future imaginative programs that distinguish Metro customer experience from all other transit agencies.

## 6.09 Focus on Out-of-Town Visitors

Finally, future Customer Experience Plans will look at the needs of out-of-town visitors, and how to make the Metro system as accessible and user-friendly as possible. This will help Metro provide better connectivity to airports, and prepare for Los Angeles to be on the world's stage as the host of the 2028 Olympics. It will also help local residents who are new to LA or new to the transit system access the system more easily.

## Innovative Wayfinding

Navigating through Union Station can prove challenging to customers who are blind or visually-impaired. Therefore, in October 2019, Metro began testing a new audio wayfinding technology in Union Station. The technology consists of pixelated tags (similar to QR codes) and a smartphone app. A user's smartphone camera scans the surroundings for tags, while the app recites the tag's stored information. Each tag is strategically placed and individually programmed with wayfinding information, including distance and direction to platforms, transit arrival and departure information, and ticket kiosks and restroom locations. The tags can be read from up to 39 feet away in a fraction of a second, even while the camera is in motion. Tags were placed throughout Union Station, creating audio pathways to the B (Red), D (Purple) and L (Gold) Line platforms, Amtrak and Metrolink platforms, Patsaouras Bus Plaza, ticket vending machines, fare gates, elevators and emergency telephones.



Some comments from the test group include: “I would feel more comfortable traveling by myself if this was available everywhere” and “This feels similar to what sighted people can do, being able to see signage.” Metro has applied for a grant to expand this program to more locations.

Role mapping helps to ensure all employees understand how their job impacts the customer.

## Mystery Shopping Program

Metro has an innovative Mystery Rider Program that tracks bus operator performance relative to accessibility, safety and customer service. Surveyors or “secret shoppers” ride Metro buses throughout LA County and record their observations. Half (50%) of the trips are made by surveyors who use wheelchairs, and most observations are made by surveyors with disabilities. The reported data from the surveys allows Metro to track performance, identify trends, improve training, and most importantly, continually strive to remove barriers for customers with disabilities.

The Mystery Rider Program also evaluates how well Metro meets the needs of LEP customers. Surveyors ride the system, visit Metro customer service centers and contact the call center to obtain information in multiple languages. The surveyors are native speakers of the seven LEP languages identified in Metro’s 2019 Four-Factor Analysis: Armenian, Chinese, Japanese, Korean, Russian, Spanish and Vietnamese. The results are used by the Metro Office of Civil Rights and Inclusion to ensure staff is properly trained, and is using the available tools to interact with LEP customers.



Metro bus operators are trained to safely strap in riders with wheelchairs.

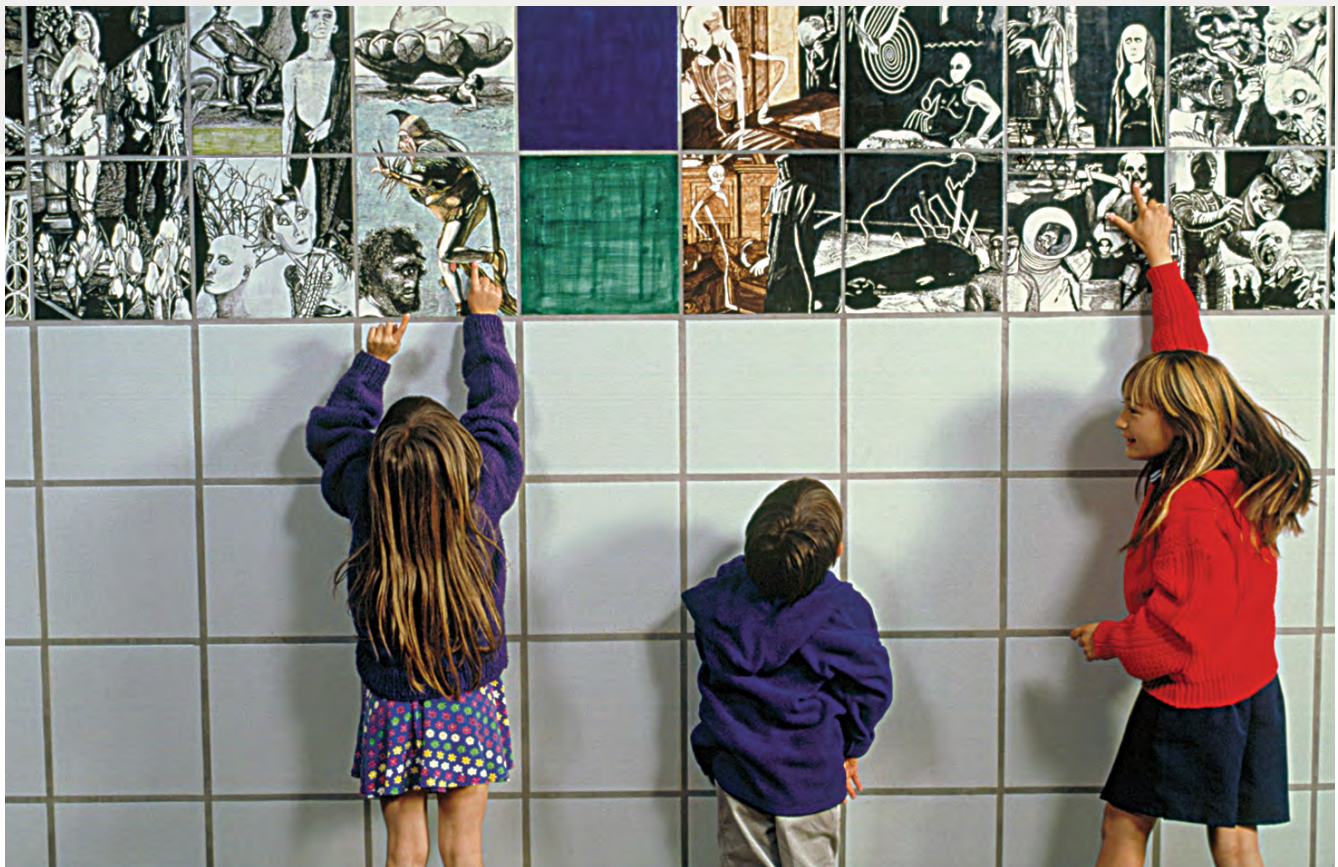
## Metro Art

Metro is recognized internationally for its innovative, award-winning public art expressing the vibrancy and spirit of our region, and elevating the customer experience. As the county’s cultural connector, Metro Art provides equitable access to arts and culture for our diverse ridership and engages artists and communities through a range of initiatives.

Volunteer docents provide free station art tours, sharing insights into artists’ backgrounds, inspirations and creative processes. These memorable guided discussions boost public perceptions of transit, promote rider etiquette and offer opportunities for discovery. Metro has been

tracking participant satisfaction since project inception and reports a 99.9% satisfaction rate.

Recognizing the arts as a powerful way to bring people together and improve the quality of life for LA County residents and visitors, Metro’s Board of Directors recently directed staff to “Uplift the Human Spirit through Metro Art” and to include artists in the reimagining of transportation. This program will launch with *Silver Linings*, a new series of works by local artists centered on human connections to be featured on buses and trains. The Board allocated funds to commission a broad range of local artists, including musicians and dancers, to surprise, delight and inspire.



*The Movies: Fantasies and Spectacles* by Joyce Kozloff, 7th St/Metro Center Station.

## 7. Acknowledgments

Thank you to the **Metro Board of Directors** for initiating the Customer Experience Program at Metro with support from Chief Executive Officer **Phil Washington** and Chief of Staff **Nadine Lee**. This document was authored by **Aaron Weinstein**, Executive Officer for Customer Experience, with participation from over 100 staff:

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## 8. APPENDIX

### Action Plan Recap

## Agency-wide Recommendations

1. As the COVID-19 pandemic eases and revenues bounce back, Metro's Office of Management and Budget (OMB) to ensure that all customer experience improvements in this plan are considered for funding. See Figure 3 above for a menu of recommended investments to improve the customer experience.
2. By June 30, 2021, Metro's OMB to work with the Executive Officer for Customer Experience to ensure that responsible departments incorporate all 2020 Customer Experience Plan recommendations into the FY22 Comprehensive Agency-wide Performance Evaluation (CAPE) system, and report progress quarterly.
3. By June 30, 2021, Human Capital and Development to work with the Executive Officer for Customer Experience to ensure that all 2020 Customer Experience Plan recommendations are incorporated into FY22 Individual Performance Plans (IPPs).
4. Metro to adopt modern user experience testing and set customer acceptance standards to ensure new and upgraded products and services improve the customer experience. By June 30, 2021, the Executive Officer for Customer Experience will inventory major customer facing initiatives – current and future, and work with the Chief Policy Officer to establish policies and procedures to implement this recommendation.

### **3.01 Bus Reliability**

1. By January 15, 2021, Metro Operations to specify the Operator Assignment Ratio (OAR) needed to meet the 1% canceled assignment limit for consideration in the FY22 budget. See Agency-wide Recommendations for budget requirement to move to a 1.25 OAR, for example.
2. By March 1, 2021, Metro's OMB to establish a process for budget flexibility to move funding between categories (e.g. between authorized headcount, overtime and hiring bonuses), and to more nimbly add service as needed mid-year to meet ridership demand. This is especially important due to uncertainty about the pace of ridership restoration post-COVID-19.
3. By April 1, 2021, Metro Marketing and OEI to work with Customer Care to implement a short-term pilot program that quickly identifies customers impacted by a missed run or pass-up in real time, and offers them in real time a free ride code for an on-demand shared ride service. This should also meet the needs of people with disabilities, possibly through Access Services. This will help customers get where they are going on time, and show them that Metro truly cares about their well-being. See Agency-wide Recommendations for budget requirement.
4. By June 30, 2021, Metro's Bus Operator Task Force to develop options and recommendations for ways to meet the 1% canceled assignment limit (subject to discussion with Metro labor representatives). Specific options to consider include:
  - > Fast track hiring for licensed commercial drivers and former and current transit agency bus operators, and flexibility to hire them directly into full time positions
  - > Bus operator applicants being able to shadow a bus operator for a day to see what the job entails
  - > Continuous mentorship of bus operators for the first year, beyond the current three-week period, to improve retention
  - > Possible milestone bonuses to boost retention (e.g. after two years of service)
  - > Reevaluation of shift bidding and work rules to provide as much latitude as possible to more finely tailor extra board assignments to days and locations where the need is expected to be greatest based on historical patterns. The goal is to provide as much flexibility as possible to fill potential Missed Assignments on short notice when needed to avoid a missed run.
  - > Evaluation of improvements in working conditions to give bus operators the support they need for work/life balance

- > Evaluation of pooling some extra boards across divisions (which may require cross-training on different bus equipment and different routes), borrowing from rail extra boards or operations supervisors who have recent bus operating experience, or allowing part-time operators to cover assignments on short notice when there are no other options to avoid a canceled assignment
  - > Considering use of technology to give division markup staff more tools to fill assignments at the last minute. For example, look at software/apps used by school districts to quickly schedule substitute teachers to ensure all classrooms are covered.
5. By June 30, 2021, the Better Bus Stops working group to work with Metro Bus Operations and Metro Stops and Zones to identify locations where inadequate lighting causes pass-ups, and provide recommendations on incentivizing municipalities to add lighting (or push-button beacons as used by Orange County Transportation Authority).
  6. By May 1, 2021, Metro Operations to develop a plan for divisions to communicate revised pass-up procedures with each bus operator multiple times when COVID-19 dissipates, and confirm that each bus operator understands what is expected.

### **3.02 Accuracy of Real-time Information**

1. By February 1, 2021, the Real-time Information Team to develop a charter and clearly identify scope of work, schedule, budget, and roles and responsibilities to provide high-quality real-time information and predictions to Metro riders.
2. By February 1, 2021, the Real-time Information Team to develop a comprehensive set of metrics for monitoring major points of failure (including hardware, software, communication and operating procedure issues), a plan for monitoring the metrics, and a procedure for escalating issues that cannot be quickly solved by the team members.
3. By March 1, 2021, Metro ITS to release a real-time vehicle position Application Programming Interface (API) feed compliant with the GTFS RT standard to help third-party apps and websites accurately predict Metro bus and train arrivals.
4. By June 30, 2021, to address operational changes that can occur, such as detours and missed runs, the Real-time Information Team to work with Operations to develop required internal work flows and release a more accurate alerts API feed compliant with the GTFS RT standard, and incorporate delay advisories prominently on the Metro website, apps and real-time information digital displays.
5. By June 30, 2021, to improve dissemination of real-time information, OEI, Countywide Planning and Stops and Zones to test lower cost “e-paper” displays operated by

solar panels, similar to what is currently being tested in London and Big Blue Bus in Santa Monica.

6. By June 30, 2021, Marketing and Research to study technology habits of Metro riders and evaluate options to disseminate real-time information, including to riders without smartphones and people with disabilities.

### **3.03 Bus Frequency**

1. By April 1, 2021, as part of the FY22 budget development, Metro Operations and OMB to update the rollout schedule for the NextGen phases based on ridership and revenue trends.

### **3.04 Bus Stops**

1. By March 1, 2021, the Better Bus Stops working group to finalize a system for prioritizing which bus stops receive amenities first, based on Equity Focus Communities, weekday bus boardings, wait time, urban heat, high collision areas, and the presence of schools, senior centers and other public facilities. The criteria will be developed in partnership with cities in the Metro service area.
2. By April 1, 2021, the Better Bus Stops working group, in consultation with subregional stakeholders, to recommend bus stop improvements for potential inclusion in local return project plans and uses.
3. By April 1, 2021, Metro Real Estate to finalize an agreement to dedicate a portion of possible new digital billboard revenue to fund bus stop improvements.
4. By June 30, 2021, Metro's OEI, Countywide Planning, Service Planning and OMB to work with external fund sources, including local jurisdiction street furniture/ advertising contracts, to develop a funding plan to provide seating and shade for at least 60% of Metro bus stops, along with low-cost solar lighting, new bus signs, real-time information and low-cost seating.
5. By Dec 31, 2021, Stops and Zones and Community Relations to work with municipalities to test inviting neighborhoods and businesses to adopt bus stops, as done in other cities.
6. By Dec 31, 2021, the Better Bus Stops working group, Stops and Zones, Customer Relations and Community Relations to work with the City of LA and at least two other cities in the Metro service area to formalize policies and procedures to keep bus stop areas clean, to address homelessness, and to develop a system to invite bus riders to report bus stop issues.

### **3.05 Ease of Payment (subject to the Fareless System Initiative decision)**

1. By June 30, 2021, TAP to seek authorization to distribute at least 100,000 additional free cards to areas with low TAP use, and consider new incentives to use TAP instead of cash. Additionally, it is recommended that Metro have ambassadors with iPads assist riders in low TAP use areas with registering their TAP cards so that users enjoy balance protection, gain a sense of ownership of their TAP card, and get familiar with the convenient *taptogo.net* website.
2. By January 31, 2021, as part of the midyear budget process, OMB to revisit local programming budget limits that discourage LIFE program growth.
3. By March 1, 2021, OEI to organize focus groups or phone interviews with cash-paying and non-smartphone transit riders to better assess their needs and inform the LIFE discount campaign.
4. By April 1, 2021, LIFE program to work with Metro Marketing, Customer Care, and municipal transit agencies and other TAP partners to review procedures and eligibility requirements, such as a government issued photo ID requirement, and further improve the ease of applying. This review should also evaluate ways to enable quick third-party validation of eligibility based on eligibility for other government aid programs.
5. By June 30, 2021, Metro Marketing to launch a new campaign to publicize LIFE discounts and the easier application process.
6. By June 30, 2021, TAP to prepare a strategy and expedited schedule to power third-party payment.

### **3.06 Speed**

1. By February 1, 2021, the Better Bus team in conjunction with the City of LA to finalize the next round of bus-only lane improvements to continue the momentum from successes in 2020.

### **3.07 Crowding**

1. While Metro cannot guarantee social distancing on all routes at all times, the agency will introduce a new service configuration in December 2020 that is expected to increase social distancing on targeted bus routes during the COVID-19 pandemic. This is expected to reduce the 10% of bus runs that exceed the temporary average daily load factor measure of 0.75 (a temporary change from the usual 1.3 standard due to COVID-19) to 3% or less based on current ridership levels.

2. By December 1, 2021, Metro Operations to engage a research center or consultant to conduct best practices research on headway management, and consider pilot testing headway management along Tier I service in 2022. See Agency-wide Recommendations for budget requirement for the research phase.

### **3.08 Personal Security**

1. By February 1, 2021, Metro SSLE and Marketing to jointly set an ambitious goal for LA Metro Transit Watch market penetration. It is also recommended that, in addition to promoting the Transit Watch app, communication campaigns widely publicize the 213.788.2777 text number (for people with phones that do not accommodate apps). See Agency-wide Recommendations for budget requirement.

### **3.09 Homelessness**

1. By April 1, 2021, Metro to pilot test a flexible dispatch concept whereby the agency responds to safety and security issues on the system by dispatching appropriate staff: from homeless outreach or mental health workers to unarmed security ambassadors or law enforcement, as the situation demands. See Agency-wide Recommendations for budget requirements.
2. By July 1, 2021, SSLE to expand and enhance homeless outreach teams, including on-call nursing, mental health and addiction services; temporarily provide emergency short-term shelter pending more housing from local and regional partners (see recommendations 3 and 4 below); test using unarmed security ambassadors to fill gaps in terminus station assistance and intercede with people who are experiencing homelessness on Metro to get them the help they need; and initiate regular, statistically valid counts to gauge results. See Agency-wide Recommendations for budget requirements. Note Metro's approach to homelessness is subject to change based on input from a new Transit Public Safety Advisory Committee that will begin advising Metro in 2021.
3. By January 31, 2021, Metro Government Relations to initiate work with other transit agencies in California to request that a portion of existing and new sources of local, regional and state homelessness funding be earmarked for transit homeless outreach teams, housing and services.
4. By April 1, 2021, Metro Community Relations to initiate work with local and regional partners to provide more shelter and housing to help Metro reduce homelessness on the system by at least 50%.

### 3.10 Cleanliness

1. By June 30, 2021, Metro Operations to evaluate opportunities and funding requirements to provide facilities and equipment to enhance the productivity, working conditions and effectiveness of custodians and service attendants.
2. By June 30, 2021, Metro Real Estate to provide a report that summarizes efforts to work with neighboring property owners to clean up trash near the Metro right-of-way, and collaborate with Operations, SSLE and Community Relations to implement strategies to address outstanding issues.
3. By June 30, 2021, Metro Operations and SSLE to implement an elevator attendant pilot program similar to the successful program at BART to deter crime, human waste and drug use in elevators, and make them safe and pleasant for seniors, people with disabilities, travelers with luggage and others. See Agency-wide Recommendations for budget requirement.
4. By June 30, 2021, Metro Operations to resume vinyl seat transition. See Agency-wide Recommendations for budget requirement.
5. By September 30, 2021, Metro's Office of Extraordinary Innovation (OEI) to work with Operations to test odor meters for station inspections, with an emphasis on elevators, escalators, stairwells, bus stops and other areas where urination or defecation tend to occur. If this turns out to be viable, odor meters would help Metro track progress on this important aspect of the customer experience.
6. By November 1, 2021, Metro Operations to consider proposal to fill gaps in end of line cleaning, and cover every rail terminus during all hours of service, for consideration in the FY23 budget.
7. By November 1, 2021, Metro Operations to develop a scope, cost estimate for consideration in the FY23 budget, and pros and cons related to increasing custodial staff and materials for: Staff quick wipe-downs at selected mid-line train stations during less-crowded times, where service attendants could quickly board the train, wipe down selected surfaces, soak up liquid spills, pick up trash and address biohazards reported by customers or employees, riding the train a few stops when necessary to avoid any holdup to service. This technique would be highly visible to customers and help demonstrate that Metro cares about cleanliness. It is recommended that Metro Operations gather information from other agencies that have implemented mid-line cleaning, including BART.
8. By December 31, 2021, Metro Human Capital & Development, Communications and the Customer Experience Office to consider designating occasional days when employees who ride Metro could consider volunteering to pick up garbage they see during their ride. Metro could provide PPE, garbage bags with a Metro logo and gloves. This would be a great way for employees at all levels to pitch in to keep Metro clean, compliment Metro Marketing's *We're Here for You* campaign and show customers that we care. (subject to discussion with Metro labor representatives).

## Acronyms

**ADA** – Americans with Disabilities Act

**ADB** – All-door Boarding

**API** – Application Programming Interface

**APTA** – American Public Transportation Association

**BART** – Bay Area Rapid Transit

**BMV** – Bus Mobile Validator

**BRT** – Bus Rapid Transit

**BSL** – Bureau of Street Lighting

**CAPE** – Comprehensive Agency-wide Performance Evaluation

**COVID-19** – Coronavirus Disease 2019

**CRM** – Customer Relationship Management

**ECSD** – Environmental Compliance and Sustainability

**EFC** – Equity Focus Communities

**FTA** – Federal Transit Administration

**HC&D** – Human Capital & Development

**HOPE** – Homeless Outreach and Proactive Engagement

**ISDS** – Integrated Station Design Solutions

**ITS** – Information Technology Systems

**KPI** – Key Performance Indicator

**LADOT** – Los Angeles Department of Transportation

**LEP** – Limited English Proficient

**LIFE** – Low-income Fare Is Easy

**MMBMF** – Mean Miles Between Mechanical Failures Requiring Bus Exchange

**OAR** – Operator Assignment Ratio



**OEI** – Office of Extraordinary Innovation  
**OMB** – Office of Management and Budget  
**PATH** – People Assisting the Homeless  
**PSAC** – Public Safety Advisory Committee  
**RIITS** – Intelligent Transportation Systems  
**SSLE** – System Security & Law Enforcement  
**TAP** – Transit Access Pass  
**TPS** – Transit Priority Signaling  
**TVM** – Ticket Vending Machine  
**WGCC** – Women & Girls Governing Council

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