



**Ventura County Transportation Commission
East/Central County Paratransit Task Force**

**Thursday, November 10, 2011 following TRANSCOM Meeting (1:30pm)
Camarillo City Hall
601 Carmen Drive
Camarillo**

- 1. Call to Order**
- 2. Introductions and Announcements**
- 3. Public Comments**
- 4. Approve summary of May 11, 2011 meeting- p.2**
- 5. Consider distribution of the \$150,000 pass through grant funds for 2012-13 and beyond- p. 6**
- 6. Possible additional funding for intercity ADA- Mike Houser to introduce discussion**
- 7. Items for future discussion and set meeting date if needed**
- 8. Adjourn**



**Meeting Summary
Ventura County Transportation Commission
East/Central County Paratransit Task Force**

**Wednesday, May 11, 2011
Camarillo City Hall**

1. Call to Order

Mike Houser called the meeting to order at 1:35pm (see accompanying attendance list).

2. Introductions and Announcements

Mike Houser handed out a Riders' Guide prepared by Transit Access Project. The City of Thousand Oaks is considering printing copies of the Guide for their passengers and asked if other cities/transit operators would want to have some printed as well (to lower the unit costs).

Ed Webster handed out copies of the invoicing provided by the City of Moorpark for their portion of last year's \$150,000 pass through funding. Ed noted that all parties presenting invoices for these funds should follow Moorpark's example by showing total costs and local match for the inter-city program, as well as the federal share being requested.

Margaret Heath handed out copies of the VCTC contract with Trapeze, noting that VCTC's support of the program is due to expire in about 18 months. There was a discussion of the costs that local operators can incur to support Trapeze and of the benefits if VCTC decided to continue the county-wide program. Margaret and the Task Force also discussed the possibility that Mobility Management Partners, the ADA Certification Contractor for VCTC, might begin entering data about active applications into Trapeze so that operators could check online to find out whether or not potential riders are involved in the application process.

3. Public Comments

None

4. Establishing a Chairperson for the Task Force

The Task Force selected Mike Houser as Chairperson and Jesus Galvan as Vice Chair.

5. Approve summary of February 23, 2011 meeting

The summary was approved as submitted.

6. Discuss possible fare increase for Thousand Oaks Transit paratransit (Group Discussion)

Mike Houser outlined staff proposals which will go to the Thousand Oaks City Council on May 24, 2011 (8 recommendations). The proposals include raising the age for Seniors on Thousand Oaks Transit (TOT) to 65 in line with the action taken by VISTA and as recommended by the Human Service Transportation Coordination Study of 2007.

Thousand Oaks staff is providing the Council with several options for possible fare increases, which could raise their in-city dial-a-ride fare from \$1.50 to \$3, possibly in two phases. Staff's recommendation would also raise the intercity fares to \$3 per zone in concert with the in-city fares.

Jesus Galvan also noted that Camarillo Health Care District (CHCD) plans to increase rates for some inter-city rides in accordance with discussions at previous Task Force meetings (and to coincide with rates previously published in the Ventura County Directory of Senior and Disabled Transportation Services) and that CHCD is also planning to raise rates for some non-ADA trips.

Representatives of various agencies supported the need to raise fares and discussed the advantages of coordinating fare increases between CHCD, Gold Coast Transit and TOT to reduce possible passenger confusion if multiple fare increases go into effect on different days.

7. Consider distribution of the \$150,000 pass through grant funds, continuation of Feb 23 discussion, item number 6

Mike Houser and Ed Webster introduced the subject by reminding Task Force members of the discussion at the last meeting which included the following concepts:

- Establishing baseline costs for each participating agency, for items such as increased dispatching costs for intercity ADA trips;
- Baseline considerations would include such costs as Camarillo's processing of the invoices from the operators and Simi Valley's entering of the batch data for all operators each morning.
- Once the baseline costs are subtracted from the \$150,000, allocating the remaining funds based on the proportion of intercity ADA trips provided by each agency;
- Basing the intercity trip proportion on a full year's data for FY 2010-11 rather than the data already provided for trips between July 1, 2010 and December 31, 2010.

After some discussion, it was agreed to recommend that Camarillo continue to receive \$2,500 per year for processing the invoices. Simi Valley, Moorpark, Thousand Oaks and Camarillo Health Care District are recommended to receive baseline funding of \$11,000 per agency, for a total of \$46,500 in baseline costs. The remaining \$103,500 would be allocated between Moorpark, Camarillo Health Care District and Thousand Oaks based on the number of intercity trips provided by each agency during fiscal year 2010-11 (July 2010 through June 2011). This recommendation will be forwarded to TRANSCOM once the data is available and then taken to VCTC for final approval.

Funding for 2011-12 would be based on these principals, but funding for 2010-11 (to be reimbursed in July 2011) will be based on the previous formula.

8. Additional items for future discussion and set meeting date if needed

The Task Force did not set an additional meeting date but will be called into session when there is a need to discuss future funding allocations or related issues.

9. Adjourn

Adjourned at 3:30pm

Name	Badge No.
1. JESUS GALVAN	028
2. KATHY CORNELL	033
3. MARGARET HEATH	062
4. Ed Webster	075
5. Chuck Perkins	080
6. MIKE HOUSER	078
7. Shan Kroos	029
8. Roc Pulido	



Item # 5

November 10, 2011

MEMO TO: EAST/CENTRAL COUNTY PARATRANSIT TASK FORCE

FROM: ED WEBSTER, VCTC STAFF

**SUBJECT: RECOMMEND DISTRIBUTION FORMULA FOR \$150,000 PASS THROUGH
ADA FUNDS, 2012-13 AND BEYOND**

RECOMMENDATION

- Recommend formula for future years

DISCUSSION

At the meeting on May 11, 2011, the Task Force agreed to support the following funding formula for 2011-12:

- Baseline funding of \$2,500 for Camarillo to reimburse the City for continuing to process the intercity ADA invoices;
- Baseline funding of \$11,000 to Simi Valley, Moorpark, Thousand Oaks and Camarillo Health Care District to support the ongoing costs of dispatch and coordination of intercity ADA services;
- The remaining funds (\$103,500) to be allocated between Moorpark, Camarillo Health Care District and Thousand Oaks based on the number of inter-jurisdictional trips provided by each agency during fiscal year 2010-11.

At August 11, 2011 meeting, TRANSCOM endorsed this funding allocation, and it was approved by the Transportation Commission in September. During the discussion at the TRANSCOM meeting, committee members requested that the formula for future years be modified to provide the operators with earlier information about actual dollar allocations. This would allow transit operators more certainty as they prepare annual budgets.

One suggestion mentioned at TRANSCOM was to simply substitute calendar year ridership for fiscal year ridership. For example, For FY 2012-13, baseline funding would remain as shown above in the first two bullet points, and the remaining funds would be allocated based on the number of inter-jurisdictional trips provided by each agency during calendar year 2011. That would allow VCTC staff to calculate the funding for fiscal year 2012-13 in January of 2012.

VCTC staff recommends that the Task Force consider alternatives for allocating these pass through funds and make a recommendation to TRANSCOM. Ideally the recommendation will allow for budgeting certainty and for automatic recalculation of the funding for future years as well.