



**VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)
TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)**

Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA
Thursday, March 9, 2017
1:30 p.m.

Meeting Minutes

MEMBERS PRESENT:

Shaun Kroes, City of Moorpark (Chair)
John Ilasin, City of Santa Paula
Robin Walker, City of Simi Valley
Mike Houser, City of Thousand Oaks
Treena Gonzalez, County of Ventura
Vanessa Rauschenberger, Gold Coast Transit District
Martin Erickson, VCTC InterCity Bus

Ben Cacatian, VCAPCD (ex-officio)
CSU Channel Islands (ex-officio)

MEMBERS ABSENT:

City of Camarillo
City of Fillmore
City of Ojai
City of Oxnard
City of Port Hueneme
City of Ventura
Heritage Valley Technical Advisory Committee

Caltrans District 7 (ex-officio)

VCTC STAFF PRESENT:

Martin Erickson, Transit Director
Peter De Haan, Programming Director
Judy Johnduff, Program Analyst
Heather Miller, Transit Planner

ITEM 1 CALL TO ORDER

Chair Kroes called the meeting to order at 1:32 p.m.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

Ms. Rauschenberger announced that Gold Coast Transit District 1) met with 2-1-1 to discuss the services that they provide, 2) will be selling a cut-away bus to the Downtown Ventura Partners, 3) will be promoting Transit Driver Appreciation Day on March 17th and 4) received

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Committee meeting, please contact the Clerk of the Committee at (805) 642-1591 ext. 111. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

seven proposals for the paratransit software RFP.

Ben Cacatian, Ventura County Air Quality Improvement Program, arrived at 1:35 p.m.

Ms. Gonzalez, Ventura County, announced that the mandatory preproposal meeting for the Automatic Vehicle Locator (AVL) system will be held at 10:00 a.m. on Monday, March 20th in the Pacific Conference Room at the Government Center.

ITEM 3 PUBLIC COMMENTS

None.

ITEM 4 AGENDA ADJUSTMENTS

None.

ITEM 5 APPROVAL OF MINUTES

ACTION

Rauschenberger moved, seconded by Gonzalez, that the Committee approve the February 9, 2017 meeting minutes. The motion passed with no objections. Ilasin abstained.

ITEM 6 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT

Mr. De Haan, VCTC, provided a brief summary of the ADA Certification Service and Mileage Reimbursement program. He stated that additional elements have been added to the report at the Ad Hoc Committee's request.

ITEM 7 TRENDS AND TOPICS IN THE TRANSIT INDUSTRY

Mr. Houser, City of Thousand Oaks, arrived at 1:44 p.m.

The Committee discussed the role of Transportation Network Companies (TNCs) in public transit and topics related to partnering with TNCs including: insurance requirements, grant funding, first-mile / last-mile opportunities, FTA regulations, wheelchair access, assumptions related to smart phones and credit cards, efficiency of TNCs, data sharing, and the inclusion of TNCs in Transit Master Plans.

ITEM 8 BUS STOP PRIORITIZATION FOR AUTOMATED VEHICLE LOCATOR SIGN EQUIPMENT

The Committee discussed the criteria to be used to prioritize bus stop locations that may benefit by having Changeable Message Signs (CMSs) installed or replaced. They discussed 1) the use of the word "terminal" when describing bus stops, 2) the definition of a "high capacity" park and ride lot, and 3) the addition of "high-intensity retail" such as malls. The Committee also discussed the number of signs allotted to each agency/ service provider, and the need for boarding, signage, and power source data to support sign locations.

ITEM 9 STATUS OF FEDERAL CMAQ PROJECTS

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Committee meeting, please contact the Clerk of the Committee at (805) 642-1591 ext. 111. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

Mr. De Haan asked that the TRANSCOM member agencies provide confirmation of or an update to their anticipated obligation dates for transit projects funded through the Congestion Mitigation Air Quality Improvement (CMAQ) Program.

Ms. Rauschenberger responded that Gold Coast Transit District would provide their dates at a later date. Other Committee members present confirmed the dates provided.

ITEM 10 CONGESTION MITIGATION AND AIR QUALITY PROGRAM TRANSIT PROJECTS SELECTION GUIDELINES

Mr. De Haan provided a brief history of CMAQ apportionments with half programmed for bicycle and pedestrian project and the other half programmed for transit programs. He stated that a Call for Projects would be coming before the Committee in April and staff is requesting that the Committee provide input on possible changes to the criteria including how the criteria are weighted.

Discussion

The Committee discussed 1) increasing the weight of "Item H. Cost Effectiveness" in order to prioritize bus refurbishments versus replacements, 2) increasing the weight and broadening the scope of "Item D. Inclusion in the VCTC Short Range Transportation Plan" to allow for other agency transit plans, 3) solely using CMAQ Program funds for bus replacement, 4) reducing points for agencies that have not used previous funds programmed to them, 5) the VCAQCB's perspective on bus refurbishment, 6) decreasing the weight of or removing "Item A. Increase capacity and/or ridership," and 7) the effect on air quality when a vehicle is refurbished versus replaced.

ITEM 11 CALTRANS CALL FOR PROJECTS FOR FTA SECTION 5310 SMALL URBAN AND RURAL FUNDS FOR ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES

Ms. Johnduff, VCTC, stated that VCTC is responsible for reviewing and scoring projects submitted through the 5310 Traditional Program, which funds vehicle purchases. She said Ventura Transit Service Inc. submitted an application requesting \$392,000 to purchase between eight and 10 vans to meet the increasing demand for non-emergency medical transportation by Medi-Cal beneficiaries. Ms. Johnduff stated that the staff report and supplemental worksheet indicate a score of 70 but staff supports a score of 72, which includes two additional points

Discussion

The Committee discussed the 1) number of vehicles being purchased, 2) the purpose the vehicles, 3) where the vehicles will be manufactured and purchased, and 4) the various restrictions on vehicle usage when purchased with federal funds.

ACTION

Rauschenberger moved, seconded by Ilasin, that the Committee recommend to the

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Committee meeting, please contact the Clerk of the Committee at (805) 642-1591 ext. 111. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

Commission to approve the overall scoring recommendation of 72 points for the Ventura Transit Service, Inc. 5310 Traditional Program grant application . The motion passed unanimously.

ITEM 12 FUTURE AGENDA ITEMS

April

- CMAQ Call for Projects
- Draft TDA Performance Audits Discussions
- POP Amounts (off the top planning)
- Routing / Scheduling Changes (working group) – post meeting April or May
- Transportation Development Act (TDA) Discussion

May

- Gold Coast Transit District Facility Presentation / Project Update
- Request For Proposals for Paratransit Scheduling Software

To Be Determined (*in alphabetical order*)

- Coordinated Route Names
- Coordinated Countywide Transit Map (Paper and/or Web Map)
- Coordinated Public Transit-Human Services Transportation Plan Update
- Coordination of Data Standards for Trip Planners
- Fareboxes Rollout and Unified Fare Media (subcommittee / standing agenda item)
- Low Carbon Transit Operations Program (LCTOP)
- Metrolink Funding (before August)
- Short Range Transit Plan (SRTP) Update
- Train the Trainers Programs
- Transit Asset Management (TAM) Plan
- Transit Key Performance Indicators (draft)
- Transit Master Plans Presentations
- Unmet Transit Needs Discussion

ITEM 13 ADJOURNMENT

Chair Kroes adjourned the meeting at 3:01 p.m.

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Committee meeting, please contact the Clerk of the Committee at (805) 642-1591 ext. 111. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.