



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

Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA
Thursday, May 11, 2017
1:30 p.m.

Meeting Minutes

MEMBERS PRESENT:

Bill Golubics, City of Camarillo
Shaun Kroes, City of Moorpark (Chair)
John Ilasin, City of Santa Paula
Jennifer Mellon, City of Simi Valley
Priscilla Freduah-Agyemang, City of Thousand Oaks
Treena Gonzalez, County of Ventura
Vanessa Rauschenberger, Gold Coast Transit District
Martin Erickson, VCTC InterCity Bus

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

MEMBERS ABSENT:

City of Ojai
City of Fillmore
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
Ellen Talbo, Transit Planning Manager

ITEM 1 CALL TO ORDER

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

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

Ms. Gonzalez, County of Ventura, announced their Public Works Day, Wednesday, May 23rd from 9:00 a.m. – 2:00 p.m. in Parking Lot G of the Government Center.

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.

John Ilasin announced that the Interim City Manager is Rick Araiza.

Vanessa Rauschenberger, GCTD, announced the promotion of Jim Beck to the position of Fleet Manager.

Jennifer Mellon announced that the Simi Valley Short Range Transit Plan is in process.

Martin Erickson, VCTC, announced Bike to Work week.

Peter De Hann, VCTC, announced the approval of the CMAQ guidelines by the Citizen's Technical Advisory Committee and the Transportation Technical Advisory Committee, and will be going before the Commission on Friday, May 12th.

Priscilla Freduah-Agyemang, City of Thousand Oaks, and Shaun Kroes, City of Moorpark, announced that summer beach buses will run from mid-June to mid-August.

ITEM 3 PUBLIC COMMENT

None.

ITEM 4 AGENDA ADJUSTMENTS

None.

ITEM 5 APPROVAL OF MINUTES

ACTION

Rauschenberger moved, seconded by Gonzalez, that the Committee approve the April 13, 2017 meeting minutes. The motion passed with no objections.

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.

ITEM 7 TRANSPORTATION DEVELOPMENT ACT PERFORMANCE AUDIT DRAFT FINDINGS

Ms. Chambers, Moore & Associates, reviewed the TDA Performance Audit process and expectations from transit providers. She requested that missing information be provided to her by Monday, May 15th so that the item can be included in the final draft being presented to the Commission in early June.

ITEM 8 CALTRANS 5310 SMALL URBAN AND RURAL PROGRAM FOR ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES -- FFY 2015 - 2017 PRIORITIZED LIST OF PROJECTS

Ms. Johnduff, VCTC, updated the Committee on the Caltrans 5310 Small Urban and Rural Program for Enhanced Mobility of Senior and Individuals with Disabilities. She stated that 1) scoring of the

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Operations and Mobility Management Project application is complete, 2) the draft list is being presented to the CTC at their May meeting for a public hearing and for adoption at their June meeting, 3) five applications from agencies within Ventura County were submitted, and 4) The County of Ventura Health Services Agency requested funds for operating assistance and is recommended for funding.

Discussion

The Committee discussed 1) contacting next steps for the applicants that are not being funded, 2) the terminology related to Urban and Rural, and 3) the next Large Urban Call for Projects.

ITEM 9 DRAFT FTA 2017-18 PROGRAM OF PROJECTS

Mr. De Haan reviewed the draft FTA 2017-2018 Program of Projects and said that the Metrolink funds swapped should have been listed as Preventative Maintenance although it is listed as Capital Rehabilitation.

Discussion

ACTION

Rauschenber moved, seconded by Gonzalez, that the Committee approve the Program of Projects (POP) for federal transit operating, planning, and capital assistance for Fiscal Year 2017-18 with the Metrolink funds being updated from Capital Rehabilitation to Preventative Maintenance. The motion passed with no objections.

ITEM 10 ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 - SB 1 (BEALL)

Mr. De Haan reviewed the tax source, purpose, and timeline for receipt of SB 1 funding.

ITEM 11 VCTC INTERCITY SERVICE CHANGES UPDATE

Mr. Erickson, VCTC, shared the Intercity bus service changes taking place May 22, 2017.

ITEM 12 FUTURE AGENDA ITEMS

June

- Coordinated Plan Guidelines
- Metrolink Funding (before August)
- Short Range Transit Plan (SRTP) Update (Moorpark)

July

- Coordinated Route Names
- Coordination of Data Standards for Trip Planners

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- Transit Asset Management (TAM) Plan

To Be Determined (*in alphabetical order*)

- Coordinated Countywide Transit Map (Paper and/or Web Map)
- Coordinated Public Transit-Human Services Transportation Plan Update
- Fareboxes Rollout and Unified Fare Media (subcommittee / standing agenda item)
- Gold Coast Transit District Facility Presentation / Project Update
- Low Carbon Transit Operations Program (LCTOP)
- Regional Education and Outreach Discussion
- Routing / Scheduling Changes (working group) – post meeting April or May
- Short Range Transit Plan (SRTP) Update (August | Simi Valley)
- Train the Trainers Programs
- Transit Key Performance Indicators (draft)
- Transit Master Plans Presentations
- Ventura County Area Agency on Aging Presentation

ITEM 13 ADJOURNMENT

Chair Kroes adjourned the meeting at 2:36 p.m.