



AGENDA

TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
Thursday, April 9, 2015, 1:30 P.M.
Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA

- Item #1** **CALL TO ORDER**
- Item #2** **INTRODUCTIONS AND ANNOUNCEMENTS**
- Item #3** **PUBLIC COMMENTS**
- Item #4** **MARCH 12, 2015 MEETING MINUTES – PG. 2**
- Approve the March 12, 2015 meeting minutes.
- Item #5** **CMAQ CALL FOR PROJECTS – PG. 4**
- Recommend the Commission program \$6,073,994 of CMAQ funds to the transit projects prioritized “above the line” in the attachment, plus \$500,000 off-the-top for Transit Marketing.
 - Recommend the Commission approve the shelf list of \$3,353,692 for the projects in the attachment above the shelf list cut off, should the funds become available in FY 2015/16 or before, with the stipulation that TRANSCOM need not be consulted again if projects are approved in order from the shelf list.
- Item #6** **COUNTYWIDE TRANSFER PROGRAM – PG. 7**
- Review and comment on possible changes to the Ventura County Bus Transfer Policies.
- Item #7** **FISCAL YEAR 2015/2016 TRANSPORTATION DEVELOPMENT ACT UNMET TRANSIT NEEDS FINDINGS – PG. 11**
- Review and comment on the draft FY 15/16 Unmet Transit Needs Findings.
- Item #8** **ADA CERTIFICATION AND MILEAGE REIMBURSEMENT PROGRAM UPDATE – PG. 12**
- Receive and file the monthly ADA Certification Services Reports and Mileage Reimbursement Program update.
- Item #9** **ADJOURNMENT**

**MINUTES OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)
TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
JOINT MEETING REGARDING ITEM 7
WITH THE
VCTC HUMAN SERVICE AND TRANSPORTATION SERVICE
COORDINATION AD HOC COMMITTEE
March 12, 2015**

1. Call to Order

Chair Vanessa Rauschenberger called the meeting to order at 1:33 p.m. The following people were present (an asterisk represents voting Member Agencies):

Art Hulscher	Adaride.com	Roc Pulido	Camarillo*
Margaret Heath	Gold Coast Transit Dist.	Vanessa Rauschenberger	Gold Coast Transit Dist.*
Dani Anderson	Independent Living Resource Cntr	Shaun Kroes	Moorpark*
Mike Culver	MMP, Inc.	Patricia Avila	MMP, Inc.
Chera Minkler	CTAC Member	Cesar Hernandez	Santa Paula*
Joseph Briglio	SCAG	John Webster	Simi Valley*
Mike Houser	Thousand Oaks*	Kathy Connell	Ventura County*
Ben Cacatian	VCAPCD (ex-officio)	Tammy Glenn	VC Caregivers
Amy Ahdi	VCTC	Darren Kettle	VCTC
Stephanie Young	VCTC	Kara Elam	VCTC
Peter De Haan	VCTC	Treena Gonzalez	VCTC
Vic Kamhi	VCTC Intercity*		

2. Introductions and Announcements

Shaun Kroes noted the City of Moorpark's recent purchase of two, thirty two foot El Dorado CNG buses as well as the recent approval by the State to move forward with design and construction of the Metrolink Station north parking lot expansion. Kathy Connell said the Kanan Shuttle will begin Saturday service on a trial basis on April 11 and Oak Park's general public Dial-a-ride service will no longer be provided on Saturday. Mike Houser said that a temporary full time position and two semi-permanent part time positions will become available soon and that the East County Transit Alliance (ECTA) recently voted to move forward with new intercity service on July 1. John Webster noted that six twenty six foot low floor CNG vans will be ordered soon, via the CalACT procurement process. Vic Kamhi noted that the Valley Express transit service started March 2 with the most notable ridership on the Fillmore/Piru route. Kara Elam thanked agencies who are sub recipients of federal funds for prompt submission of their FTA MIS Drug & Alcohol reporting and advised that Ellen Talbo has submitted the reporting to the FTA. Amy Ahdi explained she is compiling data for VCTC Title VI report so if agencies have additional Title VI surveys, please mail them to her promptly.

3. Public Comments

Chera Minkler, the VCTC Citizen's Transportation Advisory Committee member for San Buenaventura, advised she would like to speak to item 7, once the Chairperson calls that item for discussion.

4. February 12, 2015 Meeting Minutes - Action

Kathy Connell noted a correction to the February 12, 2015 meeting minutes in that Ventura County be noted as a voting member. Mike Houser moved to approve the February 12, 2015 meeting minutes as corrected. The motion was seconded by Kathy Connell. A voice vote was taken and the motion passed unanimously.

5. Simi Valley Proposition 1B Transit Capital Approval of Projects – Action

Staff noted a correction in that, after receipt of these funds, \$1.7 million in Proposition 1B funding is available for the Gold Coast Transit Districts replacement vans purchase (staff had incorrectly reported that no Prop 1B funding remained after Simi Valley received the funds). Shaun Kroes moved to approve \$2.8 million dollars in Prop 1B to fund both the Simi Valley replacement CNG buses and paratransit vans purchase, with the noted correction to the staff report. Roc Pulido seconded the motion. A voice vote was taken and the motion passed unanimously.

6. Cap and Trade Funds – Action

Discussion was had on the recently passed Cap and Trade legislation, specifically the Low Carbon Transit Operations Program (LCTOP) apportionment for FY 2014/15 and projected apportionment for FY 2015/16. TRANSCOM suggested that, after the first two years, the LCTOP funding could increase thus warrant a call for projects. Mike Houser moved to approve recommending to the Commission that the FY 2014/15 apportionment of \$295,041, as well as \$600,000 of the anticipated FY 2015/16 apportionment, be programed to new Oxnard/Camarillo VCTC Intercity Bus service, and that a performance update be provided to TRANSCOM at the May 2016. Shaun Kroes seconded the motion. A voice vote was taken and the motion passed unanimously.

7. Americans with Disabilities Act Policy Considerations – Action

(Item heard out of order)

Discussion was had on potentially streamlining the ADA certification processes, which could require amending the ADA certification guidelines. Staff recommends continuance of the in-person full physical evaluation component of the ADA certification process for the three year base contract period. The in-person evaluation component will be analyzed, on-going, and either refined or removed from the scope of work via negotiation with the selected Contractor. Chera Minkler said that citizens with permanent disabilities who grew up before the Americans with Disabilities Act of 1990 could struggle with the current expectation of independence due to having had less life experience or exposure to mobility options, further explaining that it was not easy for her to articulate to an evaluator that despite having a high IQ and college degree, she has a difficult time giving or receiving directions. Tammy Glenn said the three year expiration date on ADA certification effects those with permanent disabilities in that they have to continuously re-apply, that wheelchair bound applicants who provide a Physicians note have to then re-prove to an evaluator that they are wheelchair bound, and she feels both aspects of the current system to determine ADA eligibility seem to add obstacles for those individuals with limited mobility seeking ADA certification. Dani Anderson expressed concern that the current process of “double review” of a disability could cause the individuals who truly need the service to become aware of a perception that they are trying to “take advantage” of the system and she asked that it be understood by all involved that the number of people trying to prove they have a disability is very low; often individuals with disabilities are trying to avoid having to deal with the challenges their disability presents. John Webster moved to approve the staff recommendation. Mike Houser seconded the motion but amended it to request that staff return to TRANSCOM within 120 days with a revised ADA certification process, with notification that meets the necessary ADA Act requirements, and that VCTC delay award of the contract until TRANSCOM can make a determination on the new ADA certification process. Shaun Kroes seconded the amended motion and noted that VCTC, as administrator of Ventura County’s ADA certification services, can award the contract.

8. ADA Certification and Mileage Reimbursement Program Update

Mike Culver provided an update on ADA Certification services; the February 2015 ADA Certifications Services Report was provided to the group. Discussions were had on steady increase in ADA applications, including the applications received from the ARC of Ventura County on behalf of residents of the Heritage Valley. MMP, Inc., is working with Staff, as well as and R&D Transportation Services via their Transportation Assessment Profiles (TAP), to ensure that all users of the legacy Dial-a-ride system, as well as GoVentura Smartcard users, are able to transition smoothly to the new Valley Express fixed route and Dial-a-ride service. Mike Culver provided an update on the Mileage Reimbursement Program (MRP). To date, 120 people have gone through the MRP eligibility determination committee and seventeen claims have been submitted for reimbursement. TRANSCOM requested that, going forward, the ADA Certification Report be broken out by agency.

13. Adjournment

Chairperson Vanessa Rauschenberger moved to adjourn the meeting at 3:23 p.m. A voice vote was taken and the motion passed unanimously.



Item #5

April 9, 2015

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: CMAQ CALL FOR PROJECTS

RECOMMENDATION:

- Recommend the Commission program \$6,073,994 of CMAQ funds to the transit projects prioritized “above the line” in the attachment, plus \$500,000 off-the-top for Transit Marketing.
- Recommend the Commission approve the shelf list of \$3,353,692 for the projects in the attachment above the shelf list cut off, should the funds become available in FY 2015/16 or before, with the stipulation that TRANSCOM need not be consulted again if projects are approved in order from the shelf list.

BACKGROUND:

TRANSCOM and TTAC at their October meetings approved the CMAQ call for projects guidelines, and VCTC approved the guidelines on November 7th. Unlike in prior years, the guidelines for this call for projects provide for separate scoring of transit and non-transit (primarily bicycle and pedestrian) projects, with TRANSCOM to review the transit projects and TTAC the non-transit projects. There is approximately \$6 million available for transit projects and \$6.5 million for non-transit projects. In addition, based on prior discussion at TRANSCOM, there is \$500,000 that was set aside for the VCTC Transit Marketing project.

As specified in the guidelines, project applications were due to VCTC on January 15th. However, at its February meeting the Commission provided until March 13th an opportunity for local agencies to revise their applications to increase the local match amounts. Prior to the deadline proposals for increased local match were received from Simi Valley, Santa Paula, and VCTC. When factoring in the increased local matches, the total requested amount of CMAQ comes to \$16,381,006.

The initial scoring of projects was done by VCTC staff, with the exception of the Air Quality criterion which was scored by APCD staff. These draft scores were then reviewed and modified by a review committee consisting of VCTC, APCD, and the designated representatives of TRANSCOM and TTAC. The resulting scores are provided in the attachment with the funding cut off based on the currently available funds.

The project ranking also includes a shelf list cutoff which is a number slightly larger than the amount of anticipated FY 2015/16 funds. Based on the prior Committee discussion, it is recommended that TRANSCOM stipulate that shelf list projects can be approved in the approved sequence as funds become available, without returning to TRANSCOM for additional action. Commission approval to move a project up from the shelf list would still be required but could be on the Consent Calendar of the agenda.

One issue discussed by the review committee was whether the two top projects which are for three years of new service operation could be spread into following years thus allowing more projects to be programmed at this time. Staff has reviewed the funding of these two projects and noted that the highest shelf project, the Gold Coast Transit expansion buses, could receive all or partial funding should Gold Coast wish to defer part of the Wells Center / Nyland Acres project to its FY 2015/16 grant. Staff therefore recommends that TRANSCOM give Gold Coast Transit the discretion to recommend for VCTC approval at the May meeting any shift between its project recommended for funding and its project recommended for the shelf list, given that its project at the top of the shelf list will almost certainly be funded when FY 2015/16 funds become available. The proposed VCTC operations demonstration includes an up-front bus purchase and therefore it is not possible to defer a significant portion of that project to the FY 2015/16 grant.

CMAQ

PROJECT NAME/DESCRIPTION	AGENCY	FEDERAL FUNDS REQUESTED	TOTAL PROJECT COST	SELECTION CRITERIA & SCORING								TOTAL SCORE	CUMULATIVE TOTAL
				Increase Capacity / Ridership (Up to 25)	Improve Air Quality (Up to 15)	Funding Leverage (Up to 10)	Inclusion in SRTP (10)	Priority Project (Up to 10)	Project Readiness (10)	Safety & Security (Up to 10)	Cost Effectiveness (Up to 10)		
East-West Connector (3 year demo)*	VCTC	\$ 2,178,286	\$ 2,460,506	25	15	0	0	10	10	5	2	67	\$ 2,178,286
Wells Center - Nyeland Acres Route (3 year demo)*	Gold Coast Transit	\$ 2,315,803	\$ 2,615,840	25	15	0	0	10	10	4	1	65	\$ 4,494,089
Heritage Valley Bus Stop Improvements*	Heritage Valley Transit	\$ 82,500	\$ 110,000	15	10	5	0	10	10	5	7	62	\$ 4,576,589
Passenger Rail Ticket Vending Machines Serving Ventura County*	SCRRA	\$ 1,006,113	\$ 2,012,225	18	8	10	0	10	10	2	4	62	\$ 5,582,702
Trolley/Bus Shelters and Amenities*	Ojai	\$ 199,193	\$ 225,000	12	12	0	0	10	10	10	7	61	\$ 5,781,894
Fully Intergrated Transit Management System*	Simi Valley	\$ 292,100	\$ 425,000	12	10	5	0	10	10	5	5	57	\$ 6,073,994
Five Expansion Buses	Gold Coast Transit	\$ 2,478,840	\$ 2,800,000	25	15	0	0	0	10	2	5	57	\$ 8,552,834
Replacement and Addition of Two Downtown Ventura-Harbor Trolleys*	Ventura Partners	\$ 353,692	\$ 399,516	12	10	0	0	10	10	2	5	49	\$ 8,906,526
Transportation Center Improvements*	Thousand Oaks	\$ 1,500,000	\$ 1,875,000	15	10	0	0	10	10	3	0	48	\$ 10,406,526
Bus Purchase	Thousand Oaks	\$ 1,500,000	\$ 1,875,000	15	15	0	0	0	10	3	5	48	\$ 11,906,526
Three Replacement CNG Paratransit Vans	Simi Valley	\$ 531,180	\$ 600,000	0	5	0	10	0	10	2	10	37	\$ 12,437,706
One Replacement CNG Fixed Route Bus	Simi Valley	\$ 553,300	\$ 625,000	0	5	0	10	0	10	2	10	37	\$ 12,991,006
Fleet Maintenance Canopy	Thousand Oaks	\$ 200,000	\$ 250,000	10	5	0	0	0	10	5	5	35	\$ 13,191,006
Bio-CNG Vehicle Fueling System	Simi Valley	\$ 1,190,000	\$ 1,700,000	0	12	5	0	0	10	0	0	27	\$ 14,381,006
Transportation Center CNG Station	Thousand Oaks	\$ 2,000,000	\$ 2,500,000	5	10	0	0	0	10	0	0	25	\$ 16,381,006



Item #6

April 9, 2015

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE

**FROM: VICTOR KAMHI, BUS TRANSIT DIRECTOR
MICHAEL G. POWERS**

**SUBJECT: POSSIBLE CHANGES TO THE VENTURA COUNTY BUS TRANSFER
POLICIES**

RECOMMENDATION

- Review and comment on possible changes to the Ventura County Bus Transfer Policies

BACKGROUND:

Beginning in January, 2011, the VCTC Commission acted to make permanent a trial program which allows transfers between VCTC Intercity (VISTA) Transit routes. The trial program, run in the preceding year, included the voluntary participation of Gold Coast Transit, Simi Valley Transit, Thousand Oaks Transit, and Moorpark City Transit. The program was in addition to the long established transfer agreement between the VCTC's Coastal Express and the Santa Barbara Metropolitan Transit District's (SBMTD) services. Subsequent to the Commission action to extend the transfer program, all of the participants in the demonstration agreed to continue their participation. SBMTD initiated modifications to the transfer agreement between the VCTC Coastal Express and the SBMTD services, and Camarillo began to participate (with a "step-up" transfer payment). At this time, the transfer may be used to connect between any of the fixed-route bus services within Ventura County, excluding the Ojai Trolley and Oak Park transit services (neither of which connects with the VCTC Intercity Transit services).

Currently, the intercity transfers use rules approved by the Commission beginning in late 2010. Each transfer is valid for up to 90 minutes, allowing the holder to complete a "single-direction" trip. Transfers to/from VISTA's Coastal Express and to the Conejo Connection services will require payment of an additional fee (\$1.50 for general public, 75 cents for seniors/ADA/Medicare cardholders).

Because of the end of the GoVentura Smartcard and shift to GFI fareboxes by most of the operators in Ventura County, there will also be a shift in the transfer media. The GFI fareboxes used by Gold Coast Transit District, Thousand Oaks Transit, Simi Valley Transit, VCTC Intercity Transit, and SMBTD all use fareboxes which print (and can electronically read) transfers. The Heritage Valley “Valley Express” is in the process of installing GFI fare media equipment. This will reduce driver-passenger disputes, since the transfers are issued by the farebox at the time of payment, and since they have printed on them the time and location of issuance, there is no possible confusion about the transfers themselves. VCTC will still have to provide paper transfers to agencies which want to continue to participate in the transfer system, but do not have GFI fareboxes.

Because of the potential use of the GFI fareboxes to validate the transfers, and because some confusion on the part of riders has occurred due to different rules for the transfers within and between transit systems, it is appropriate that VCTC examine the existing VCTC bus passenger transfer policy for consistency with bus transfer protocols among transit operators and consider if there was a need to change the existing policy. This examination includes a review of the existing VCTC transfer policy and the existing transfer policies of transit operators. In addition to VCTC planning and operational data, the analysis is supplemented with information from Ventura County transit operator web sites and direct operator contacts provides the groundwork for a discussion of this topic. A summary of the research is presented in Table 1.

An assessment of the information in Table 1 is provided below:

1. Generally most transit operators with multiple routes provide free transfers.
2. Transit providers generally stipulate that transfers are only available upon request at time of passenger boarding with accompanying payment.
3. Most provide one (1) free transfer between two local buses.
4. Time limits on transfers are common with 90 minutes to 2 hours is the maximum duration.
5. Only one transit provider, Gold Coast allows essentially round trip travel, within a time window, and on-and-off trips in the same direction of travel.
6. Most operators with Metrolink stations offer free train-bus transfers with a train ticket. However, arrangements between train and bus operators are both formal and informal. There are no free or discounted bus-train transfers.
7. Transit providers with connections to VCTC (VISTA) buses offer transfers per countywide agreement. Most transfers are free, but there are “step up” fees to general public Dial-a-Ride services (Camarillo and Heritage Valley), and on the Intercounty services (Coastal Express and Conejo Connection).
8. Transit providers whose small transit systems connect with other systems usually charge for a transfer or let the operator charge their regular fare, e.g., Ojai Trolley to Gold Coast and Kanan Shuttle to Metro Bus.
9. Use of the existing GoVentura Smart Card facilitates transfer arrangements and payments between operators. While the GoVentura Smartcard has reached its useful life, and is being ended, there is universal consensus that it must be replaced by some common use of swipe cards – leading to a smartcard - with GFI boxes which will ease future exchanges.
10. Transit providers generally don’t like drivers to be enforcers of transfer validity so use of electronic fare card makes it easier.

11. Transit providers don't allow or don't address transfers between fixed route buses and Senior Dial-A-Ride or Complementary ADA paratransit services.

Based on this examination of transfer policies in Ventura County Agencies with additional review of some transfer policies outside Ventura County, existing VCTC Bus transfer policy are generally reasonable. There are a few issues which need to be reviewed, where inconsistencies exist. These are:

- Continue to prohibit transfer use for on/off on same route and use of transfer for bus on return trip as it has the potential to significantly impact overall fare revenue.
- Add 90 minute time limit on use of transfer

As a possible mitigation to the impacts of the July 2015 termination of the GoVentura Smartcard, with a replacement not yet in place, the Commission is considering increasing the time of use for transfers from 90min to 120min. This will increase the ease of use of transfers between the two systems that generate the greatest number of passenger transfers and greatest use of both the smartcard and transfer system.

Table 1: Ventura County Transit Agencies Transfer Policies

TRANSIT OPERATOR	TRANSER, IF SO, FARE MEDIA	LOCAL FEE	DAR PARATRANSIT TRANSFERS	Time Limits	Transfer Same Bus Route	Transfer Round Trip on Same line	INTERCITY BUS ACCESS	AMTRAK OR METROLINK CONNECTION
TOT	Yes	No	No				VCTC & Metro	Transfer from local bus \$1.00
SVT	Yes, for cash fares	No, for paying adults	No	1 – 1.5 f of route	Generally no	Generally no	Free VCTC and Metro	Metrolink to SYT free
MCT	Yes	No	Yes to SVT, GCT, Access				Free VCTC	
CAT	No, but uses GV Smart Card	No	No					
GCTD	Yes, GV Smart Card	No		120 min.	Yes, after 10 min.	Yes	No	Free RT Ticket with Amtrak ticket
OT	Yes	No	No				GCT to OT free OT to GCT \$.50	
Oak Park	No	NA	No				No	NA
HVT	Yes	No	\$.50	90 min.	?	?	VCTC	NA
VCTC	Yes, GV Smart Card	No	\$.50	90 min.	Yes	No	CC and CE \$1.50	Metrolink to VCTC free



Item #7

April 9, 2015

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE

FROM: VICTOR KAMHI, BUS TRANSIT DIRECTOR

**SUBJECT: FISCAL YEAR 2015/2016 TRANSPORTATION DEVELOPMENT ACT (TDA)
UNMET TRANSIT NEEDS FINDINGS**

RECOMMENDATION:

- Review and comment on the draft Fiscal Year (FY) 2015/2016 Unmet Transit Needs Findings.

BACKGROUND:

As part of the annually required Unmet Transit Needs Findings, the Citizen's Transportation Advisory Committee/Social Service Transportation Advisory Committee (CTAC/SSTAC) is required to review and comment on the recommendations which are proposed to be presented to the Commission. The recommended findings are attached. While there are no comments which reached the minimum threshold of the adopted definition of Unmet Transit Needs, since the last VCTC Unmet Transit Needs process, there have been significant changes in the transit services being provided throughout the county. Among these changes are the creation of a fixed route transit service in the Heritage Valley, called the Valley Express, creation of a fixed route service in Oak Park called the Kanan Shuttle, a number of modifications to service hours, and, although not part of the public transit service, the VCTC funded "Mileage Reimbursement Program" demonstration.

While not at a level to be defined as an unmet transit need, the most frequent comments were received for three issues this year; the creation of transit service for workers, especially at the Camarillo Outlet Mall; expanded Ojai Trolley service, specifically into Oak View; and improved transit service to Oxnard College (primarily a lengthening of the service time; which is an operations improvement). The VCTC is considering, on April 3, creation of a demonstration project to provide work trips from South Oxnard and the Oxnard Transportation Center to employment sites in Camarillo using "cap and trade" funds.

The VCTC is also preparing to release a Short Range Transit Plan (SRTP) to identify future transit service adjustments for the intercity transit services, and to identify gaps in the service. This SRTP will be of use in future Unmet Transit Needs cycles.



Item #8

April 9, 2015

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM UPDATE

RECOMMENDATION:

- Receive and file the monthly ADA Certification services report and Mileage Reimbursement Program update.

DISCUSSION:

The March 2015 ADA Certification Services Report from Mobility Management Partners, Inc. (MMP) is attached.

MMP received Section 5310 funding to expand its services to include the development and implementation of a pilot volunteer driver mileage reimbursement program in cooperation with the Area Agency on Aging and other agencies serving the needs of the county's senior population. MMP will provide an oral update on the Mileage Reimbursement Program (MRP).

Item #8, Attachment

Monthly ADA Certification Services Report															
March-15															
Category	Item Measured	March	Feb	Jan	Dec	Nov	Oct	Sept	Summary						
Call Center	Inbound ADA Calls	1503	1201	1459	1178	891	1251	1258	Total phone calls inbound/outbound: 1846						
	Outbound ADA calls	343	292	203	204	86	353	211							
	Average hold time for ADA calls	8.71	6.17	4.35	2.97	2.75	5.58	6.17							
	Out of Area Transmittals	3	2	1	0	6	2	4							
Applications Received	Recertification Applications	35	30	29	37	21	31	43	Total applications received: 156 (New: 121 Recertification: 35)						
	New Applications	121	83	76	69	67	95	98							
Completed Evaluations (In-person, Emergency and Recertifications)	Complete, with functional evaluation	31	20	26	32	21	31	32	A Total of 85 Evaluations were completed during the month of February						
	Complete, without functional evaluation	32	35	26	17	24	51	32							
	Complete, Emergency Certification (60 days)	1	1	4	1	2	2	0							
	Complete, Recertifications	21	20	28	18	15	20	24							
	Total Evaluations	85	76	84	68	62	104	88							
Delays in Processing (Cumulative)	Due to incomplete application by client	4	4	5	3	0	3	2	Total Delays in Processing due to incomplete applications or pending receipt of Professional Evaluations: 49						
	Pending Professional Evaluation (PE)	45	37	26	7	34	20	22							
	Applications that failed to meet 21 day rule	0	0	0	0	0	0	0							
	Applicants awaiting in -person interviews	86	47	34	31	48	54	87	Total of applicants awaiting in-person interviews: 86						
Mar-15															
Assessments summary	Appointment date	Totals	3/4/2015	3/5/2015	3/10/2015	3/12/2015	3/17/15	3/18/15	3/19/15	3/24/15	3/26/15	3/31/15	3/31/15		
	Appointment location		T.O	Oxnard	Simi	OAC	Moorpark	T.O.	OAC	Simi	OAC	OAC	OAC		
	With Physical Assessment		23	1	2	2	2	1	2	1	3	6	3		3
	With Cognitive Assessment		8	0	1	2	1	0	3	0	0	0	1		1
	Field Assessment		32	5	2	3	4	2	2	3	2	0	1		1
	Recert/Photo/Field Assessment		0	0	0	0	0	0	0	0	0	0	0		0
	No Shows		18	2	3	1	1	2	0	3	2	2	2		2
	Total number of interviews scheduled		72	8	7	8	8	5	7	7	7	8	7		7
Determination Types:		Total		%											
Unconditional (incuding 8 "Over85+")		71		84%											
Conditional		9		11%											
Temporary		3		4%											
Denials		1		>1%											
Emergency Certifications		1		>1%											