



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

**THURSDAY, February 10, 2011, 1:30 P.M.
Camarillo City Hall
Camarillo**

- | | |
|-----------------|---|
| Item #1 | CALL TO ORDER |
| Item #2 | INTRODUCTIONS AND ANNOUNCEMENTS |
| Item #3 | PUBLIC COMMENTS |
| Item #4 | MEETING SUMMARY JANUARY 13, 2011 MEETING |
| Item #5 | MEETING SUMMARY FEBRUARY 3, 2011 SPECIAL MEETING |
| Item #6 | MEETING SUMMARY DECEMBER 9, 2011 TRANSCOM MEETING |
| Item #7 | MEETING SUMMARY DECEMBER 9, 2011 JOINT MEETING |
| Item #8 | REVISIONS TO CMAQ PROGRAM AND APPROVAL OF CMAQ
PROGRAM OF PROJECTS (POP) |
| Item #9 | ADA CERTIFICATION UPDATE |
| Item #10 | ADJOURN |



Item #4

MEETING SUMMARY

THURSDAY, January 13, 2011, 1:30 P.M.
Camarillo City Hall
Camarillo

Item #1 CALL TO ORDER

Vice-Chair Pulido called the meeting to order at 1:34 pm

Item #2 INTRODUCTIONS AND ANNOUNCEMENTS

Tom Scott from the City of Fillmore introduced himself as a new member.

Vic Kamhi reported briefly on the status of TDA, the unfolding federal and state budget process and what little "intelligence" which has been received. Pete DeHaan added his insights. Vic also asked those TRANSCOM members who have not responded to Carlos Hernandez's request for data for the CMP update to do so.

Kathy Connell reported on the County's progress to have the City of Thousand Oaks operate paratransit in the unincorporated environs.

Shaun Kroes reported on the City Council receipt of a transit service planning study, and the direction to work on implementation and funding strategies.

Margarer Heath reported on the subcommittee meeting and progress to set up a medicare reimbursement program.

Item #3 PUBLIC COMMENTS

None

Item #4 PROPOSITION 1B PROGRAM

Peter DeHaan presented a report and staff recommendations regarding the Proposition 1B program. Following some discussion by TRANSCOM the recommendations were accepted by consensus.

Item #5**WORKSHOP: REGIONAL TRANSIT STUDY**

Pat McLaughlin, MIG, led a presentation and discussion about the transit study status and the input received from the TRANSCOM on-line survey. The presentation included a status of study and "key findings to date" as well as a discussion of priorities for a future system.

Shan Kroes passed out a memo with a list of concerns he had regarding the TRANSCOM survey.

The TRANSCOM felt that they need alternatives and more completely developed concepts in order to provide meaningful technical input. They also express concerns about the timelines in light of a need for broad and open public discussion. MIG agreed to have a special meeting of TRANSCOM on February 1 which would address those specific concerns.

Item #6**ADJOURNMENT**

Chairman Culver adjourned the meeting at 4:33 pm.



TRANSCOM

DATE January 13, 2011

NAME

Andrew Mikkelson

Ben Cacatian

City of Fillmore (Bert Rapp)

Chuck Perkins

Darren Kettle

Debra Solomon

Drew Lurie

Elizabeth Amador

Fernando Castro

Andy Santamaria

Gina Summey

Gloria Sotelo

Grahame Watts

Helene Buchman

Jeff Hereford

Joanna Capelle

John Quinn

Karen Fajnor

Kathy Connell

Kerry Forsythe

Kimberly Gayle

Linda Wright

Martin Erickson

Mary Travis

Matt Gleason

Mike Culver

Mike Houser

Myra Montejano

Peter DeHaan

Roc Pulido

Shaun Kroes

Steve Brown

Steve Rosenberg

Tom Mericle

Vic Kamhi

Darlene Cochran

Jacqui Cervantez Roberts

Dennis Miranda

Jim McLaughlin

Pat McLaughlin

Dan Beal

Patti Post

Jim Moore

MARGARET HEATH

GCT



Item #5

MEETING SUMMARY

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

**Special Meeting Agenda
TUESDAY, February 1, 2011, 1:30 P.M.
Camarillo City Hall
Camarillo**

Item #1

CALL TO ORDER

Chair Culver called the meeting to order at 1:35 pm.

Item #2

INTRODUCTIONS AND ANNOUNCEMENTS

Mike Houser reported that the City Council approved extending the service hours for the dial-a-ride services. They also approved some operation modifications.

Mike Culver announced that the City of Ojai had decided to combine the positions of Public Works Director and "Contract" City Engineer, and effective March 1 his position with the city would no longer exist.

Item #3

PUBLIC COMMENTS

None

Item #4

WORKSHOP: REGIONAL TRANSIT STUDY (continued)

Pat McLaughlin led the Transcom in a review of the possible transit organization alternatives. The TRANSCOM identified a number of issues which need to be addressed for each of the alternatives.

Item #5

ADJOURNMENT

The chair adjourned the meeting at 4:05 pm.



TRANSCOM

DATE : February 1, 2011

NAME

Andrew Mikkelson

Ben Cacatian

City of Fillmore (Bert Rapp)

Chuck Perkins

Darren Kettle

Debra Solomon

Drew Lurie

Elizabeth Amador

Fernando Castro**Andy Santamaria**

Gina Summey

Gloria Sotelo

Grahame Watts

Helene Buchman**Jeff Hereford**

Joanna Capelle

John Quinn

Karen Fajnor

Kathy Connell

Kerry Forsythe

Kimberly Gayle

Linda Wright

Martin Erickson

Mary Travis

Matt Gleason

Mike Culver**Mike Houser**

Myra Montejano

Peter DeHaan

Roc Pulido**Shaun Kroes**

Steve Brown

Steve Rosenberg

Tom Mericle

Vic Kamhi

Darlene Cochran

Jacqui Cervantez Roberts

Dennis Miranda

Jim McLaughlin

Pat McLaughlin

Dan Beal

Patti Post

Marlene Conner

Jim Moore

SPK 029
080 SBrown

H/4

015 Helene Buchman
0129 off H/4

Kathy Connell 071

Martin Erickson

Mike Culver 062
Mike Houser 074
Myra Montejano 077

026 mtl



Item #6

MEETING SUMMARY

**TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
JOINT MEETING WITH AD HOC PARATRANSIT (HUMAN SERVICE
AND TRANSPORTATION SERVICE COORDINATION) COMMITTEE
THURSDAY, DECEMBER 9, 2010, 1:30 P.M.**

**Camarillo City Hall
Camarillo**

Item #1 CALL TO ORDER

Chair Culver called the meeting to order at 1:38 pm.

Item #2 INTRODUCTIONS AND ANNOUNCEMENTS

Peter DeHaan reported on the Federal TIP status. Mike Houser asked if the mini-call would need an amendment (yes). Pete further noted that the last 6 months worth of changes were in the FTIP.

Vic discussed the Federal Continuing Resolution (CR) and federal funding status. Marlene Conner added that the House has eliminated federal work on Climate Change.

Kathy Connell reported on the Board postponement on a proposed action to contract with the city of Thousand Oaks for Dial-a-Ride service in the Thousand Oaks environs.

Margaret Heath reported a change in the ADA weekend service.

Item #3 PUBLIC COMMENTS

None

**Item #4 SELECTION OF PROJECTS FOR NEW FREEDOM (SECTION 5317) AND
JOBS ACCESS/REVERSE COMMUTE (SECTION 5316) FUNDS**

Ed Webster presented a summary of the JARC and New Freedoms process, noting that the call was for one year, and only for the large UZAs. There will be a subsequent Call for the Small UZAs and rural areas. There was discussion about the projects and the staff recommendations. There was also extensive

discussion about the submittal by Roadrunner, including concerns about the provision of match and fuzzyness of the program – although there was also recognition of the merits of the concept.

The recommendation was approved on a motion by Helene Buchman, seconded by Kathy Connell.

Item #5

ADJOURNMENT

The meeting wa adjourned at 2:15 pm by the Chair.



Item #7

MEETING SUMMARY

THURSDAY, DECEMBER 9, 2010, 1:50 P.M.

**Camarillo City Hall
Camarillo**

- Item #1 CALL TO ORDER**
Chair Culver called the meeting to order at 2:15 pm, asking the room to come to order.
- Item #2 INTRODUCTIONS AND ANNOUNCEMENTS**
There were no additional introductions or announcements from the prior meeting
- Item #3 PUBLIC COMMENTS**
None
- Item #4 MEETING SUMMARY NOVEMBER 15, 2010 TRANSCOM MEETING**
The meeting summary was approved on a motion by Chuck Perkins, seconded by Helene Buchman.
- Item #5 MEETING SUMMARY OCTOBER 14, 2010 TRANSCOM MEETING**
The meeting summary was approved on a motion by Shaun Kroes, seconded by Helene Buchman.
- Item #6 APPROVE FY 2010/11 NEW FREEDOM / JARC / CMAQ PROGRAM OF PROJECTS**
Pete DeHaan presented this item, which was the placement of the recommended JARC and New Freedoms projects approved at the prior Joint Meeting into the VCTC proposed Program of Projects (POP).

Chuck Perkins and Debra Soloman commented on his concerns regarding the need for bus replacement and the long lead times needed to order buses.

The program was approved on a motion by Mike Houser, seconded by Kathy Connell.

Item #7

MEDI-CAL REIMBURSEMENT FOR DIAL-A-RIDE TRIPS

Ed Webster presented a brief report on the Medi-Cal reimbursement for Dial-A-Ride trips. A subcommittee was appointed by the Chair, to be chaired by Margaret Heath, and include Chuck Perking, Shaun Kroes, and Mike Houser.

Item #8

DISCUSSION AND REPORT ON STATUS OF REGIONAL TRANSIT STUDY

Pat McLaughlin and Marlene Conners led a brief discussion about the status of the regional transit study. Due to the lateness of the hour, TRANSCOM asked them to return in January when the meeting could be targeted to the Regional Transit Study.

Item#9

ADJOURNMENT

The meeting was adjourned at 4:45 pm.



TRANSCOM

DATE Dec 9 2010

NAME

Andrew Mikkelson

Ben Cacatian

Bert Rapp

Chuck Perkins

Darlene Cochran

Darren Kettle

Debra Solomon

Drew Lurie

Elizabeth Amador

Fernando Castro

Gina Summey

Gloria Sotelo

Grahame Watts

Helene Buchman

Jacqui Cervantez Roberts

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Mary Travis

Matt Gleason

Mike Culver

Mike Houser

Myra Montejano

Peter DeHaan

Roc Pulido

Shaun Kroes

Steve Brown

Steve Rosenberg

Tom Mericle

Vic Kamhi

*Chack McQuinn**Andrew Mikkelson**BEN CACATIAN**Bert Rapp**Chuck Perkins**Darlene Cochran**Darren Kettle**Debra Solomon**Drew Lurie**Elizabeth Amador**Fernando Castro**Gina Summey**Gloria Sotelo**Grahame Watts**Helene Buchman**Jacqui Cervantez Roberts**Jeff Hereford**Joanna Capelle**John Quinn**Jim McLaughlin**Jim Moore**Karen Fajnor**Kathy Connell**Kerry Forsythe**Kimberly Gayle**Linda Wright**Martin Erickson**Mary Travis**Matt Gleason**Mike Culver**Mike Houser**Myra Montejano**Peter DeHaan**Roc Pulido**Shaun Kroes**Steve Brown**Steve Rosenberg**Tom Mericle**Vic Kamhi*

Ed Webster VCTC

JESUS GARCIA CHCD

MARGARET HEATH Gold Coast Transit
Mayans Heart

Lalerie White Roadrunner Shuttle

Leticia Leon Mobility Management Partners



Item #8

February 10, 2011

MEMO TO: TRANSIT OPERATORS COMMITTEE

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: REVISIONS TO CMAQ PROGRAM AND APPROVAL OF CMAQ PROGRAM OF PROJECTS (POP)

RECOMMENDATION:

- Approve Congestion Mitigation and Air Quality (CMAQ) program changes as follows:

Simi Valley: Shift \$41,000 in CMAQ funds from the Transit Maintenance Facility Expansion and \$113,090 in CMAQ from the cancelled Expansion Paratransit Van to the Garage Modernization project.

Thousand Oaks: Shift \$60,000 in CMAQ funds from the Street Sweeper Alternate-Fueled Vehicle Replacement to the Transit Service Hours Extension, and revise the scope of the Transit Service Hours Extension to include fixed-route as well as dial-a-ride services.

- Approve Fiscal Year (FY) Program of Projects for CMAQ as shown in the Attachment.

BACKGROUND:

Staff received two requests from transit operators to shift CMAQ funds between previously-programmed projects, from Simi Valley and Thousand Oaks. Staff recommends TRANSCOM approve both of these proposed program changes. Both of the projects proposed for receiving additional funds are ready to go and will obligate the additional CMAQ funds within the next few months. It should be noted that CMAQ requires that operating funds be provided for a maximum of three years, so after three years it will be the responsibility of Thousand Oaks to fund the extended hours of service.

At the December meeting, TRANSCOM approved a Program of Projects incorporating the newly-approved Section 5316 Jobs Access / Reverse Commute, Section 5317 New Freedoms Initiative, and Congestion Mitigation and Air Quality (CMAQ) projects. However, after the meeting it became apparent that the POP for CMAQ projects also needed to show some previously-programmed CMAQ funds that are anticipated to be obligated in FY 2010/11. Therefore, the POP which staff brought for approval at the January VCTC meeting only included the JARC and New Freedom projects. The Attachment contains the revised POP for CMAQ projects only. This program incorporates projects approved in the Mini Call for Projects, as well as previously-programmed CMAQ projects which are ready to obligate funds in FY 2010/11, including the two projects recommended for additional funding as part of this item.

Program of Projects			
The Ventura County Transportation Commission (VCTC) will hold a public hearing on the Program of Projects (POP) for the Oxnard, Thousand Oaks, and SimiValley Urbanized Areas (UAs) for projects to be funded with Federal Transit Administration Congestion Mitigation and Air Quality (CMAQ) funds in the 2010/11 Fiscal Year (FY 2011). The funds available in FY 2011 are \$2,300,821 in the Oxnard UA \$734,450 in the Thousand Oaks UA, and \$2,122,090 in the Simi Valley UA based on the discretionary availability of flexible CMAQ funds for transit planning, operating and capital assistance. The public hearing will be held at 9:00 a.m. on Friday, February 4, 2011, in the Camarillo City Council Chamber, 601 Carmen Drive, in Camarillo. The POP is available for public inspection at 950 County Square Drive, Suite 207, Ventura CA 93003. Unless a subsequent notice is published, this project list will become the final Program of Projects for inclusion in the Southern California Association of Governments Regional Transportation Improvement Program.			
FY 2011 CMAQ Program of Projects			
	Total Cost	Federal Share	Local Share & Other
OXNARD/VENTURA URBANIZED AREA			
<u>Planning Assistance</u>			
VCTC Marketing/Outreach FY 2011/12	\$499,549	\$499,549	-
	\$499,549	\$499,549	-
<u>Operating Assistance</u>			
Gold Coast Vineyard Avenue Route	\$1,701,272	\$1,701,272	-
	\$1,701,272	\$1,701,272	-
<u>Capital Assistance</u>			
Ojai Bus Shelters	\$113,000	\$100,000	\$13,000
	\$113,000	\$100,000	\$13,000
Total CMAQ	\$2,313,821	\$2,300,821	\$13,000
THOUSAND OAKS/MOORPARK URBANIZED AREA			
<u>Operating Assistance</u>			
Expanded Thousand Oaks Operating Hours	\$330,000	\$285,000	\$45,000
	\$330,000	\$285,000	\$45,000
<u>Capital Assistance</u>			
Moorpark Metrolink Station South Entrance	\$549,450	\$449,450	\$100,000
	\$549,450	\$449,450	\$100,000
Total CMAQ	\$879,450	\$734,450	\$145,000
SIMI VALLEY URBANIZED AREA			
<u>Capital Assistance</u>			
Two Replacement Paratransit Vans	\$201,000	\$201,000	-
Transit Maintenance Facility Expansion	\$1,614,000	\$1,614,000	-
Garage Modernization	\$307,090	\$307,090	-
	\$2,122,090	\$2,122,090	-
	\$2,122,090	\$2,122,090	-



Item #9

February 10, 2010

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: ADA CERTIFICATION UPDATE

RECOMMENDATION:

- Receive and File

BACKGROUND:

As requested by TRANSCOM, attached is the latest summary of ADA Certifications performed by Mobility Management Partners.

Monthly ADA Certification Services Report											
		December 2010									
Category	Item Measured							Year			
		Dec	Nov	Oct	Sep	Aug	July				
Call Center	ADA calls received this month	460	506	378	465	436	592	The average number of calls received per day was ~22 for December 2010.			
	Initial contacts, not leading to application	5	8	2	7	2	4				
Recertifications	Applications received	28	41	35	20	26	43	Recertifications accounted for nearly 33% of total applications received during December; compared to 35% November; 27% October.			
	Applications in process	14	29	26	19	26	32				
Recertifications	Number of renewals deemed complete	23	28	25*	18	12	37	Recertifications, no changes required.			
New Applicants	Total applications received	58	77	95	81	68	70	New applicants accounted for 67% of total applications received during December; compared to 65% November; 73% October.			
	Applications in process	58	75	95	81	67	68				
Interviews	Complete, without functional evaluation	16	11	17	20	29	18	13 new applicants; 3 renewals			
	Complete, with functional evaluation	18	31	14	17	10	15	14 new appliants; 4 renewals			
Delays in Processing (Cummulative)	Due to incomplete application by client	239	201	195	181	177	147	705 total (239 + 466) Delays in Processing ; this is a cumulative figure tracking all pending new and recert apps retroactive to implementation date 11/30/2009. During December 2010,72 pending applications were added.			
	Pending physician's evaluation (PE)	466	428	419	393	346	328				
	Applications that failed to meet "21 day rule"	0	0	0	0	0	0				
December 2010 Assessments											
In-person Assessments	Appointment date	Dec	1	2	3	8	10	13	14	16	23
	Appointment location	Total	CAM	VCTC	CAM	SIMI	CAM	TO	SIMI	VCTC	VCTC
	With functional evaluation	18	2	4	0	0	1	4	1	2	4
	Without functional evaluation	16	2	0	2	6	1	0	0	2	3
	No-shows / Cancellations	15	2	3	1	3	0	0	2	3	1
	Total number of interviews	49	6	7	3	9	2	4	3	7	8



Total number of applications received in December: 86. Number of determinations (new/recerts) processed in December: 57. 49 interviews were scheduled, 15 No Shows/Cancellations recorded during December. This represents a 30% No Show/Cancellation rate. The increase in cancellations this month (compared to Nov 14%) is due to reported illness of applicants and cold weather which prohibits applicants with temperature sensitivity to travel.

