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September 27, 2013

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL AGENDA

DATE: Wednesday, October 2, 2013

TIME: 10:00 a.m.

LOCATION: ICTC Offices
1405 N. Imperial Ave., Suite 1
El Centro, CA 92243

Chairperson: Leticia Vizcarra

Vice-Chair: Griselda Martinez

Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

PUBLIC COMMENTS

Any member of the public may address the Committee for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Committee. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any actions on items that are not on the agenda.

DISCUSSION/ACTION ITEMS

1. Introductions
2. Approval of Minutes of September 4, 2013 *ACTION*
3. CTSA Reports *DISCUSSION*
4. Transit Operator Reports *DISCUSSION*
5. General Discussion *DISCUSSION*
6. Adjournment

The next meeting of the Social Services Transportation Advisory Council (SSTAC) will be November 6, 2013.

For questions or comments, please call Cristi Lerma or David Salgado at 760-592-4494, or email at crstilerna@imperialctc.org and davidsalgado@imperialctc.org.

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**



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SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

DRAFT MINUTES

September 4, 2013

Present

Voting Attendees:

Griselda Martinez (Chair)	Work Training Center
Leticia Vizcarra (Vice-Chair)	Access to Independence
Michael L. Hack	Consumer
Sherry Leon	Area Agency on Aging
Ted Ceasar	IVC – DSPS
Rosyo Ramirez	Imperial County Public Authority / IHSS
Michelle Soto	California Children’s Services
Erica Martinez	ARC – Imperial Valley
Kathi Williams	CTSA – ICTC
David Salgado	CTSA – ICTC

Non-Voting Attendees:

Cristi Lerma	CTSA – ICTC
Charles Brockwell	IVT/IVT Access/Calexico Dial-A-Ride
Cesar Sanchez	IVT/IVT Access/Calexico Dial-A-Ride
Josh Hood	IVT/IVT Access/Calexico Dial-A-Ride
Francisco Navarro	YCIPTA – YCAT

1. Chair Martinez called the meeting to order at 10:10 a.m. A quorum was present. Introductions were made.
2. Minutes adopted for July 3, 2013. ([Vizcarra/Hack](#)) **Motion Carried.**
3. Reappointment of Voting Positions

Mr. Salgado described the charge of the SSTAC and referred to Public Utilities Code (PUC) 99238.

Each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county, or counties operating under a joint powers agreement, which is not subject to the apportionment restriction established in Section 99232.

- (c) The social service transportation advisory council shall have the following responsibilities:
 - (1) Annually participate in the identification of transit needs in the jurisdiction, including unmet transit needs that may exist within the jurisdiction of the council and that may be reasonable to meet by establishing or contracting for new public

transportation or specialized transportation agencies or by expanding existing services.

- (2) Annually review and recommend action by the transportation planning agency for the area within the jurisdiction of the council which finds by resolution, that (A) there are no unmet transit needs, (B) there are no unmet transit needs that are reasonable to meet, or (C) there are unmet transit needs, including needs that are reasonable to meet.
- (3) Advise the transportation planning agency on any other major transit issues, including the coordination and consolidation of specialized transportation services.

Overall Mission of the SSTAC:

Participants in the Social Services Transportation Advisory Council (SSTAC) are users, purchasers or providers of transit services. The voting members serve three year terms. The SSTAC is made up of the following groups;

- One potential transit users who is a representatives of the general public, seniors
- One potential transit users who is a representatives of the general public, disabled
- Two social service providers for seniors
- Two social service providers for disabled
- One social service providers for persons of limited means
- Two representatives from the local consolidated transportation service agency (CTSA)
- The transportation planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b) of PUC 99238.

The goal of the SSTAC is to maintain and improve transportation services to the residents of Imperial County, particularly the elderly and disabled.

The term for Category 3 members Sherry Leon and Griselda Martinez will expire in November. Both expressed continued participation in the SSTAC.

The term for Category 4 member KC Kennedy will expire in November. Ms. Kennedy was not present however Ms. Martinez agreed with Ms. Williams that Ms. Kennedy will continue to be a part of SSTAC.

Mr. [Ceasar](#) made a **motion**, seconded by Mr. [Hack](#) to appoint the above mentioned members to a 3 year term, **Motion Carried**.

4. Installation of Officers

The current Chair is Ms. Martinez and the current Vice-Chair is Ms. Vizcarra. Both expressed interest in changing roles. After discussion and a query to see if other voting members wished to participate, Ms. [Martinez](#) made a **motion** to nominate Ms. Vizcarra to be the Chair of the SSTAC, seconded by Ms. [Ramirez](#), **Motion Carried**. Ms. [Vizcarra](#) made a **motion** to nominate Ms. Martinez to be the Vice-Chair of the SSTAC, seconded by Mr. [Hack](#), **Motion Carried**.

5. CTSA Reports

- Ms. Williams stated that staff has been working diligently to gather the necessary information for the FTA Triennial Performance Audit process. FTA staff will be at the ICTC offices in November.
- Currently ICTC has two competitive bids in circulation. They are the "IVT Bus Stop Safety and Design Standards Guidelines Project", which is in the consultant review and selection phase.

- Contract award is scheduled for November 2013. The final product will benefit ICTC, the cities and County in the future to implement future bus stop and terminal capital improvements throughout the region. This project is the second phase of the multi- year Four Phase Bus Stop Improvement Program. The second competitive bid is for the Transportation Development Act (TDA-State Funds) Triennial Performance Audit Project. Staff is proceeding with the consultant review and selection process. Contract award is scheduled for November 2013. The performance audit is a state mandated requirement every three years for all TDA funds received in Imperial County.
- Ms. Williams indicated that there are two RFP's still in Draft format including the ADA Paratransit Service Certification and Eligibility Process, Demand Management Review and Growth Assessment. ICTC will be soliciting for a consultant that will evaluate the certification and eligibility process for the ADA paratransit service, provide an assessment of the growth and subsequent demand for future years. Also in draft is the Update to the 2008 Coordinated Public Transit and Human Services Transportation Plan. ICTC is soliciting for a consultant that will revise and update the plan created in 2008. The primary purpose of the Coordinated Plan is to continue to meet the Federal Transit Administration's (FTA) and other funding agency's requirements for eligibility for various grants, including but not limited to the FTA Section 5310 program. The update to the Coordinated Plan will include a reassessment of all available public and private transportation services in Imperial County, a reassessment of public and social services transportation needs, development of strategies and/or activities to address gaps in service, identification of coordination actions to eliminate or reduce duplication in services where they exist, and a prioritization of implementation strategies. Both RFP's should be released by the middle to the end of September.
- Mr. Salgado stated that the Passenger Statistical Summary (PSS) project is underway with IVT. The purpose is to evaluate the measurement of passenger miles periodically and randomly. This report is a federal requirement in order to continue to receive federal funds.
- The Brawley Transfer Terminal is open and is in use.
- The El Centro Transfer Terminal is scheduled to be opened in December 2013.
- The Circulator Study which includes the Cities of Brawley, Calexico and Imperial should be finalized soon. The Gold Line concept was presented to the Brawley City Council and was approved. The Gold Line should begin operation in December. The Orange Line concept was approved by the Calexico City Council. This project is not currently funded. The Red Line concept will be presented to the Imperial City Council this evening. It is anticipated to be approved; however funding is also not available for this project yet. The implementation phase will be the next step for both the Orange and Red Lines.
- CALTRANS approved the grants for ARC-IV for their submittal of FTA 5310 and 5317 grants. ICTC Staff will be working with ARC to program funds. ICTC also was also approved for an FTA 5317 grant submittal.

6. Operator Reports

- Brawley Dial-a-Ride: Nothing to report.
- Calexico Dial-a-Ride: Service is doing well.
- El Centro Dial-a-Ride: Nothing new to report. Service is busy and doing well.
- Imperial Dial-a-Ride: Nothing new to report. Service is busy and doing well.
- Imperial Valley Transit: Extended Saturdays began in August. Currently, we are reporting an additional 200 riders on Saturdays. New Rider's Guides are also available. IVC Express also added two buses in the morning and the overcrowding has subsided. No other problems reported. IVT and ICTC staff and well as students are highly appreciative of the added security at IVC.
- IVT Access: Service is doing well with no shows being very minimal. 97.6 on time performance reported.
- Med-Express: No shows have dropped significantly and the new policy is working well with CCS and SDRC clients.
- West Shores Dial-a-Ride: No update.

- YCAT Turquoise Line: Mr. Navarro was present at the meeting representing YCAT. He stated that there will be service changes to the Turquoise Route 10 beginning October 1, 2013. In Yuma, service will be extended to Yuma Palms; and in El Centro, service will be extended to the IV Mall (upon request). A day pass for YCAT costs \$5.00 and service on the Turquoise Route 10 is \$2.00 each way.

7. General Discussion

- Ms. Williams reminded all to review the 2014-15 Master Needs List (provided at the meeting) and to begin thinking of the objectives for SSTAC as the process begins for the Unmet Needs process early next year.

8. Adjournment

- The next meeting of the SSTAC will be on October 2, 2013 at 10:00 a.m.
- Meeting adjourned at 11:00 a.m.

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
SOCIAL SERVICE TRANSPORTATION ADVISORY COUNCIL (SSTAC)**

FY 2014-15 MASTER NEEDS LIST: Identification of Transit Needs

For discussion and planning purposes leading up to annual ICTC Unmet Transit Needs Hearing. Importance of needs will be determined prior to hearing with selected items formally presented to ICTC.

1. Develop and construct 7th/State Streets transfer terminal **(Construction Pending)**
2. Improve cleanliness and upkeep at El Centro City area bus stops **Under Review**
3. Review of an "FAST" trip between Brawley and El Centro **IMPLEMENTED/Demo Phase**
4. Expand Transit Access with in the community of Brawley **PENDING**
5. Review of an afternoon "FAST" trip from El Centro to Brawley
6. Review of limited Saturday service to Seeley **IMPLEMENTED/Demo Phase**
7. Expansion of Saturday service for IVT routes **IMPLEMENTED/Demo Phase**
8. Review of limited Sunday service for IVT routes **Pending**
9. Review of additional IVC "Express Routes" **IMPLEMENTED/Demo Phase**
10. Provide schedule information at bus shelters **Under review**
11. IVT ACCESS Lack of Capacity throughout the Region **Under Review**
12. Reduction of headways from Calexico to El Centro/El Centro to Calexico from 75 minutes to 35 minutes **Pending**

**SOCIAL SERVICES TRANSPORTATION
ADVISORY COUNCIL
OF
IMPERIAL COUNTY**

	CATEGORY	VOTING MEMBER	TERM	ALTERNATE
1.	One (1) Potential Transit User, age 60+	HEDDY MCNEER El Centro	Nov 11 Nov 14	VACANT
2.	One (1) Potential Transit User, with Disability	MIKE HACK El Centro	Nov 11 Nov 14	VACANT
3.	Two (2) Service Providers for Seniors, Include Transit Provider if Exists	SHERRY LEON Area Agency on Aging GRISELDA MARTINEZ Work Training Center	Nov 13 Nov 16 Nov 13 Nov 16	VACANT VACANT
4.	Three (3) Service Providers for the Disabled, Include Transit Provider if Exists	LETICIA VIZCARRA Access to Independence NORMA NAVA IVC-Disabled Students Programs and Services K.C. KENNEDY ARC	Nov 12 Nov 15 Nov 12 Nov 15 Nov 13 Nov 16	LORENA ARAMBULA Regional Center MICHELLE SOTO CCS - California Childrens' Services
5.	Two (2) Service Providers for Limited Means	ROSYO RAMIREZ I.C. Public Authority/ IHSS Agustin Urbina CALWORKS	Nov 12 Nov 15 Nov 12 Nov 15	JOHN GRASS IC Behavioral Health VACANT
6.	Two (2) Consolidated Transportation Service Agency (CTSA)	DAVID SALGADO ICTC KATHI WILLIAMS ICTC	Nov 11 Nov 14 Nov 12 Nov 15	CRISTI LERMA ICTC MARK BAZA ICTC
		Non Voting Technical Resource Members		
	NAME	PROGRAM\SERVICE	COMPANY/AGENCY	
1.	Charles Brockwell	Imperial Valley Transit / IVT ACCESS	First Transit	
2.	Isabel Pacheco	Brawley Dial-A-Ride	Sunrise Drive Service	
3.	K.C. Kennedy	MED-EXPRESS/ El Centro Dial-A-Ride/ Imperial Dial-A-Ride / West Shores Dial-A-Ride	ARC - Imperial Valley	
4.	Chris Schmidt/ Connery Cepeda	CALTRANS	CALTRANS	
5.	Charles Brockwell	Calexico Dial-A-Ride	First Transit	