March 2, 2012

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL AGENDA

DATE: Wednesday, March 7, 2012

TIME: 10:00 a.m. – 12:00 p.m.

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

Chairperson: Mike Hack          Vice-Chair: Rebecca Sanchez

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 January 4, 2012 ACTION

3. CTSA Reports DISCUSSION

4. Response to the FY 2011-12 UTN Findings Letter ACTION
   -Attachment A, UTN letter request for FY 2012-13
   -Attachment B, UTN response letter for FY 2011-12
   -Attachment C, UTN draft response letter for FY 2012-13
   -Attachment D, UTN “Findings” FY 2012-13

5. Operator Reports DISCUSSION

6. General Discussion DISCUSSION

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
7. Adjournment

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

2. APPROVAL OF MINUTES FOR
JANUARY 4, 2012
1. Chair Hack called the meeting to order at 10:02 am. A quorum was present. Introductions were made.
   - Ms. Sanchez reminded everyone about Senior Appreciation Day being held on January 11, 2012 at the El Centro National Guard Armory from 10 a.m. to 2 p.m.
   - Ms. McNeer announced that the United Way will be holding a dinner and dance at the Barbara Worth Country Club on January 28, 2012 beginning at 6 p.m. Tickets are $50.00 per person and there are options for table sponsorships. For more information you can contact United Way at 760-355-4900.

2. Minutes adopted for December 7, 2011. (McNeer/Sanchez) **Motion Carried.**

3. CTSA Reports
   Mr. Salgado and Ms. Williams had the following updates:
   - Mr. Salgado stated that he will be attending an ADA training workshop in Albuquerque, NM next week. The training will be a good opportunity for Mr. Salgado to get insight from other agencies on service delivery including the application process and eligibility practices.
- ICTC staff submitted the FTA 5311 grant to CALTRANS and is now working on submitting the FTA 5307 grant to the FTA.
- ICTC staff is currently working with the Cities of Brawley and Imperial on developing their transit centers which will include FTA 5309 and PTMISEA funds.
- There will be a Call For Projects for FTA 5316 (JARC) and 5317 (New Freedom) grants. More information will be available soon and will be disseminated to all agencies. ICTC will be reviewing and scoring the applications.
- SCAG on behalf of ICTC applied for two FTA 5304 grants and staff is currently working with SCAG on developing two Memorandums of Understanding (MOU’s) for the pass through of the funds. The first grant is for the development of the Gold, Red and Orange Bus Lines. The second grant is for the Feasibility study for the Calexico Intermodal bus transfer station.
- ICTC developed and submitted the DBE goal for FY 2011-12 under the FTA, of 1.4% to the Commission. It has been out for public comment; however no comments have been received. It is set to be adopted by the Commission in January and will be submitted to Caltrans and FTA shortly thereafter.
- The Commission adopted the SSTAC membership for FY 2011-12 in December.
- A reminder to all affected operators; CARB reports are due at the end of January.
- There is not any new information on the Consolidated RFP process. The project has been delayed due to conflicts with other projects.
- ICTC’s counterpart in Yuma, the YCAT, has made a route change to their bus schedule. The route change includes a stop in Winterhaven at the Hub Liquor. Mr. Andoh has requested that we change our Winterhaven route which ICTC staff declined to do because the ridership in Holtville would be adversely affected. The Quechan Tribe has received a rural transit grant and they are looking at possibly adding a route/trip in the future. This is all new information; however route schedules remain the same on IVT for now.
- ICTC staff recommended the retirement of the West Shores Dial-A-Ride. The Commission requested that staff do more field work and search all alternative funding sources, including cash contributions from public or private service clubs/individuals. Staff will be contacting the County of Riverside to obtain more information on a service they have called TRIP. This service reimburses individuals that live in the community that take seniors and the disabled to take care of their personal business. Individuals get reimbursed for mileage. This service requires a lot of oversight and would require an administrator. More information to come before the end of the 2012 Fiscal Year.

Operator Reports

- Brawley Dial-A-Ride is doing well. They have a high demand on wheelchairs and they received 213 calls, on average, in one month. The DAR budget has been turned in to the City of Brawley.
- Calexico Dial-A-Ride is running its standard service. A decision will have to be made on what to do with the contract in the future.
- IVT and IVT Access are operating as usual. IVT Access recently received 6 of the 8 new buses and they have decals installed. The passengers indicate they look very nice. The new buses have a capacity for 4 wheelchairs.
- Med-Express, El Centro and Imperial Dial-A-Rides had nothing to report.

4. FY 2012-13 UTN Master Needs List

- The Unmet Transit Needs Hearing will be held on January 26th, 2012 at 3PM at the County Board Chambers. The past practice has been that the Master Needs List is maintained each year.
o A motion was made to add to the Master Needs List…”Pursue all potential options to maintain transit service to the West Shores Community.” (Sanchez/Hack) Motion Carried.

o A motion was made to remove #1 from the Master Needs List, which stated “Benches and Shelters on IVT routes at La Brucherie/Aten Roads.” This project has been completed. (Sanchez/Arambula) Motion Carried.

o An administrative change was requested to change the word pending to completed on #2d, “Develop and Construct 7th/State Streets Transfer Terminal Grant Approved (Design Completed).

o Discussion arose about the project to be announced regarding item #11, “Provide schedule information to bus shelters”.

o Discussion also arose about the public agencies’ awareness of item #12, “Dial-A-Ride services suspended due to the unavailability of funds will be re-implemented as a first priority in the budget, when funds become available.” Ms. Williams stated that the confusion or lack of communication between operators and the agencies was an example of why the delayed Consolidated RFP for Paratransit services project might be a valuable project.

5. FY 2012-13 UTN Letter to the Hearing Panel

- The letter from last year to the UTN Hearing Panel was used as a sample to create the FY 2012-13 letter. The introduction remained the same with a minor change of fiscal year to FY 2012-13. Changes to the letter in order of priority were as follows:

   1. Any transit services suspended due to the unavailability of funds will be reestablished as a first priority, once funds become available.
   2. SSTAC would like to continue to express support for the El Centro Circulator concept which includes the Blue and Green Line.
   3. SSTAC would like to continue to express support for the completion of the construction for the transfer terminal at 7th and State Streets in the City of El Centro.
   4. Continue the options for improving route and schedule information, including adding schedules to bus shelters, as a way to disseminate information to the passengers, as documented as Finding #8 on FY 2010-11 UTN Findings.

   5. Pursue all potential options to maintain transit service to the West Shores Community.

- A motion was made to approve the UTN FY 2012-13 letter as amended. (Sanchez/Ceasar) Motion Carried.

- Ms. Sanchez volunteered to read the letter to the UTN Hearing Panel in January 26, 2012 on behalf of the Council.

6. General Discussion

- The Imperial Valley Peoples First Conference will be having its 20th Anniversary celebration on March 3, 2012.

- The Short Range Transit Plan will be posted on the ICTC website on January 13, 2012. The presentation will be at the ICTC Management Committee and Commission meetings in February. Public comment is requested.

7. Adjournment

- Next meeting of the SSTAC will be on March 7, 2012
- Meeting adjourned at 11:40 a.m.
ACTION

4. RESPONSE TO THE FY 2012-13 UTN FINDINGS LETTER
   -ATTACHMENT A
   -ATTACHMENT B
   -ATTACHMENT C
   -ATTACHMENT D
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

Mike Hack, Chairperson
Rebecca Sanchez, Vice-Chairperson
Kathi Williams, Secretary
1405 N. Imperial Ave., Suite 1
El Centro, CA 92243
(760) 592-4494

January 25, 2012

ICTC Unmet Transit Needs Hearing Panel
Imperial County Transportation Commission
County Administration Center
940 Main Street
El Centro, CA 92243

Dear Panel Members:

One of the primary responsibilities of the Social Services Transportation Advisory Council (SSTAC) is to advise ICTC on existing public transportation needs. Annually SSTAC delivers a letter report to the Unmet Transit Needs Hearing Panel regarding needs that have or can be, or have not and cannot be met utilizing existing resources.

SSTAC also reviews and evaluates services and needs throughout the year. The following concerns and recommendations include those needs that are unable to be met by SSTAC members through coordination of available services or the use of existing resources.

Therefore, the following issues and concerns are identified for consideration in order of priority for Fiscal Year 2012-13;

1. Any transit services suspended due to the unavailability of funds will be reestablished as a first priority, once funds become available.

2. SSTAC would like to continue to express support for the El Centro Circulator concept which includes the Blue Line and Green Line.

3. SSTAC would like to continue to express support for the completion of construction for the transfer terminal at 7th and State Streets in the City of El Centro.
4. Continue the options for improving route and schedule information, including adding schedules to bus shelters, as a way to disseminate information to the passengers, as documented as Finding #8 on FY 2010-11 UTN Findings.

5. Pursue all potential options to maintain transit services for the West Shores Communities.

We appreciate the opportunity to participate in the use, evaluation and delivery of transit services.

Sincerely yours,

Mike Hack  
Chairperson  

Michael Z. Hock
SOCIAL SERVICES TRANSPORTATION
ADVISORY COUNCIL

Mike Hack, Chairperson
Rebecca Sanchez, Vice Chair
Kathi Williams, Secretary

1405 N. Imperial Ave., Suite 1
El Centro, CA 92243
(760) 592-4494

April 20, 2011

David Bradshaw, Chairman
Imperial County Transportation Commission
County Administration Center
940 Main Street, Suite 208
El Centro, CA 92243

Dear Commission Members:

One of the responsibilities of the Social Services Transportation Advisory Council (SSTAC) is to advise ICTC on existing public transportation needs. In addition, the SSTAC must review the "Findings" as developed by the Public Hearing Panel. SSTAC met on April 20, 2011 and reviewed the Findings as developed by the Panel on April 14, 2011.

SSTAC appreciates and endorses the proactive consideration given by the Transit Hearing Panel for "Findings" I through VIII. These "Findings" include compliance with various federal regulations and the retention of existing transit services.

In response to the “Findings” for FY 2011-12 the following additional comments are provided:

1. SSTAC concurs with the basic concept of the "Finding IX" that any transit services suspended due to the unavailability of funds will be re-established as a first priority, once funds become available. However, SSTAC would request that the "Finding IX" be modified and restated as follows to include service hours on Saturdays and weekdays:

   “Staff will amend the FY 2010-11 ICTC Unmet Transit Needs List to add the following listing in order of priority:
   1. Any routes or trips suspended due to the unavailability of funds, be re-established once funds become available:
      a. Re-establish funding for the Brawley, Calexico, El Centro and Imperial Dial-A-Ride service hours on Saturdays.
      b. Re-establish funding for the Brawley, Calexico, El Centro and Imperial Dial-A-Ride service hours on weekdays.”

S: KDW\ICTC SSTAC\2011\April\utn1112_response
2. SSTAC would like to continue to express support for the El Centro Circulator concept which includes the Blue Line, Green Line and Transfer Terminal. This project developed as a result of direction from ICTC to increase access within the City of El Centro and the City of Imperial.

3. SSTAC continues to request Benches and Shelters on IVT routes on La Brucherie and Aten Roads.

4. SSTAC concurs with the “Finding VIII“ to continue the options of providing schedule information, including adding schedules to bus shelters, as a way to disseminate information to the passengers, as documented as Finding #8 on FY 2010-11 UTN Findings.

5. The SSTAC would request that the ICTC would take the following actions regarding future Unmet Transit Needs Public Hearing meetings for the planning and delivery of transit services:
   A. Conduct primarily during the weekday daytime working hours.
   B. Provide simultaneous translation through interpreters of English and Spanish

We appreciate the opportunity to participate in the evaluation and delivery of transit services.

Sincerely yours,

[Signature]

Mike Hack
Chairperson
Dear Commission Members:

One of the responsibilities of the Social Services Transportation Advisory Council (SSTAC) is to advise ICTC on existing public transportation needs. In addition, the SSTAC must review the "Findings" as developed by the Public Hearing Panel. SSTAC met on March 7, 2012 and reviewed the Findings as developed by the Panel on February 23, 2012.

SSTAC appreciates and endorses the proactive consideration given by the Transit Hearing Panel for "Findings I through VIII". These "Findings" include compliance with various federal regulations and the retention of existing transit services.

In response to the “Findings” for FY 2012-13 the following additional comments are provided:

1. SSTAC would like to continue to express support for the El Centro Circulator concept which includes the Blue Line, Green Line and Transfer Terminal. This project developed as a result of direction from ICTC to increase access within the City of El Centro and the City of Imperial.

2. SSTAC concurs with the “Finding IX” to continue the options of providing schedule information, including adding schedules to bus shelters, as a way to disseminate information to the passengers, as documented as Finding #8 on the FY 2010-11 UTN Findings.

We appreciate the opportunity to participate in the evaluation and delivery of transit services.

Sincerely yours,

Mike Hack
Chairperson
February 23, 2012

UNMET TRANSIT NEEDS FINDINGS
FISCAL YEAR 2012-13

The Imperial County Unmet Transit Needs Public Hearing was conducted at 3:00 p.m., on January 26\textsuperscript{th}, 2012 in El Centro at the County Board of Supervisor's Chambers. After review and consideration of the testimony received at the hearing, this Panel reconvened on February 23\textsuperscript{rd}, 2012 to make the following findings:

The following findings are unmet transit needs which are reasonable to meet. The ICTC Transit Financing Plan and TDA claims for Fiscal Year 2012-13 shall be approved consistent with these stated findings.

I. Existing transit services should be continued:
   A. Brawley Dial-A-Ride
   B. El Centro Dial-A-Ride
   C. Imperial Dial-A-Ride
   D. County-Wide Transit System
   E. ADA Paratransit Services
   F. Calexico Senior Transport
   G. Med-Express
   H. West Shores Dial-A-Ride

II. Continue coordination between existing transit services, including paratransit services provided by both public and social service agencies. ICTC staff shall provide recommendations and technical assistance when requested by social service and public agencies.

III. All transit services shall comply with the American's with Disabilities Act of 1990; provisions specific to respective services offered.

IV. All transit services shall comply with the Federal Transit Administration (FTA) and/or Federal Highway Administration (FHWA) Drug and Alcohol Testing rules; provisions specific to respective services offered.
V. Staff will continue to coordinate the demonstration phases for the Imperial Valley Transit – Blue and Green Lines.

VI. Staff will provide assistance to the Cities of Brawley, Calexico, El Centro and Imperial for the development of the transfer terminal projects.

VII. The County-Wide Transit System shall implement a double/shadow bus concept in FY 2012-13 to accommodate as needed, the passenger overcrowding on routes #100 and #150 at 3rd and Paulin Streets in Calexico. Route data will be evaluated by ICTC after twelve (12) months.

VIII. The County-Wide Transit System shall implement two inbound trips on route #450 in FY 2012-13 between Seeley and El Centro. Route data will be evaluated by ICTC after twelve (12) months.

IX. Staff will research options to provide as resources permit; schedules and information for passengers on public transit services, on the internet, through marketing programs and on IVT affiliated bus stops. Staff is to return with options and cost estimates for consideration on implementation.

All other services and issues as presented by written or verbal testimony are hereby declared as not reasonable to meet, at this time.

__________________________________
David Bradshaw, Chairperson    Jack Terrazas, Supervisor District #2
City of Holtville                 County of Imperial

__________________________________
George Nava, Councilmember       Mike Kelley, Supervisor District #3
City of Brawley                  County of Imperial

__________________________________
Mark Gran, Councilmember         Not available for signature
City of Imperial                  Bill Hodge, Councilmember
                                  City of Calexico

STAFF:

__________________________________
Mark Baza                        Kathi Williams
Executive Director               Senior Transit Planner