



1405 N. IMPERIAL AVE., SUITE 1  
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March 27, 2015

### **SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL AGENDA**

**DATE:** Wednesday, April 1, 2015  
**TIME:** 10:00 a.m.  
**LOCATION:** ICTC Offices  
1405 N. Imperial Ave., Suite 1  
El Centro, CA 92243

Chairperson: Leticia Zuno

Vice-Chair: Mike Hack

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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.

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#### **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 for February 4, 2015 and  
Approval of Minutes for March 19, 2015 *ACTION*
3. CTSA Reports DISCUSSION
4. Transit Operator Reports DISCUSSION
  - a. El Centro Dial-a-Ride
  - b. Med-Express
  - c. Imperial Valley Transit (IVT)
  - d. IVT Access
  - e. IVT Ride
    - i. Brawley
    - ii. Calexico
    - iii. Imperial
    - iv. West Shores

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

5. General Discussion

DISCUSSION

6. Adjournment

For questions or comments, please call Cristi Lerma or David Salgado at 760-592-4494, or email at [cristilerma@imperialctc.org](mailto:cristilerma@imperialctc.org) and [davidsalgado@imperialctc.org](mailto:davidsalgado@imperialctc.org).

The next meeting of the SSTAC is scheduled for May 6, 2015.



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**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

**MINUTES**

February 4, 2015

Present

Voting Attendees:

Michael L. Hack (Vice-Chair)	Consumer
Ted Ceasar	Imperial Valley College
Mitzi Perez	ARC – Imperial Valley
Rosyo Ramirez	Imperial County Public Authority/IHSS
Freddy Nunez	Imperial County Behavioral Health
Michelle Soto	Imperial County CCS
Kathi Williams	CTSA – ICTC
David Salgado	CTSA – ICTC

Non-Voting Attendees:

Cristi Lerma	ICTC
Charles Brockwell	IVT/IVT Access/IVT Ride
Cesar Sanchez	IVT/IVT Access/IVT Ride
Narcisa Montemayor	IVT/IVT Access/IVT Ride
Karla Pacheco	IVT/IVT Access/IVT Ride
AT Stoddard	LSC (consultant)
Will Calves (on the telephone)	AECOM (sub-consultant)

1. Vice-Chair Hack called the meeting to order at 10:04 a.m. A quorum was present. Introductions were made.
2. Minutes adopted for December 3, 2014. **(Ceasar/Williams) Motion Carried.**
3. ADA Paratransit Service Certification and Eligibility Process, Demand Management Review and Growth Assessment

Ms. Williams stated that in FY 2011-12 there were a huge amount of applications that were submitted for IVT Access, which prompted the discussion to hire a consultant to review ICTC's ADA Certification process.

The consultants, AT Stoddard and Will Calves provided a thorough presentation, with the assistance of a PowerPoint presentation. They reviewed the study process and ICTC's current process. The recommendations after community input and review of the case studies were as follows:

- Update the IVT website
- Require an initial phone call
- Update the applications and brochure

- Require an in-person interview for each applicant, which will include an assessment of the client's needs and will be a way to promote travel training. This will require an annual cost of about \$17,700. However the potential for savings in the long run will be about \$81,000 annual savings.
- Require recertification every 5 years

Changes are expected to occur in steps within 6-12 months. A mobility manager position will be used to administer this program, if the grant is approved. There was a consensus from SSTAC that the recommendations were reasonable.

#### 4. CTSA Reports

Mr. Salgado and Ms. Williams had the following announcements:

- Ms. Williams stated that the Coordinated Plan was approved by the Commission. Some of the items that were a part of the recommendations that ICTC is pursuing are the development of a Mobility Manager, expansion of the Med-Express and a Mobility Summit.
- Mr. Salgado stated that the outreach for IVT Ride is continuing in the City of Brawley on February 5<sup>th</sup>, City of Imperial on February 13<sup>th</sup> and in the City Calexico on February 27<sup>th</sup>.
- The FTA 5310 grants were submitted to the State. An update will be forthcoming.

#### 5. FY 2015-16 Master Needs List

- Ms. Williams reviewed the Master Needs List.
- After some discussion, a **motion** was made to add #14 "*Review of capacity constraints on Med-Express*" (Soto/Nunez), **Motion Carried**.

#### 6. FY 2015-16 UTN Letter to the Hearing Panel

- The Letter to the hearing panel is a letter written by the SSTAC committee and presented to the UTN panel that contains general comments and identifies issues or concerns that require consideration by the panel if and when funds are identified.
- A **motion** was made to revise #1 from the letter in FY 2014-15 "*remove transfer terminals in El Centro and Brawley*" since they have been completed (Ceasar/Nunez), **Motion Carried**.
- A **motion** was made to add #13 and #14 from the "FY 2015-16 Master Needs List" as #5 and #6 of the "Letter" which are: *Review of Express Routes from El Centro to IVC* **and** *Review of capacity constraints on Med-Express* (Ceasar/Nunez), **Motion Carried**.
- If there is not a volunteer from SSTAC, staff will read the letter into the record at the UTN Hearing on February 12<sup>th</sup>.

#### 7. Transit Operator Reports

- El Centro Dial-a-Ride: Nothing to report.
- Med-Express: Nothing to report.
- Imperial Valley Transit: Mr. Sanchez had the following update for January
  - Sundays were implemented on January 5, 2014
    - There was an average of 413 passengers per Sunday.
  - IVT Gold Line:
    - Implemented on December 18, 2013
    - The average passengers were 51 per day.
  - Saturdays: 1200 average passengers per Saturday
  - IVC Express: 23 average passengers per trip
- IVT Access: Updates were given by Ms. Montemayor
  - For the month of January on time performance was 96%
  - Passenger per revenue hour: 2.3
  - No Shows: 59
  - Late Cancellations: 0
  - Wheelchairs: 633
  - Passenger Count: 2,130
- IVT Ride – Month of January
  - City of Brawley

- 60 or older or disabled can use this service with an ID card
- Passenger per revenue hour: 3.1
- For the month of January on time performance was 97%
- No Shows: 117
- Late Cancellations: 0
- Wheelchairs: 137
- Passenger Count: 827
  
- ii. City of Calexico
  - 60 or older or disabled can use this service with an ID card
  - For the month of January on time performance was 98%
  - Passenger per revenue hour: 3.59
  - No Shows: 258
  - Wheelchairs: 458
  - Passenger Count: 1,965
  
- iii. City of Imperial
  - 60 or older or disabled can use this service with an ID card
  - For the month of January on time performance was 99%
  - Passenger per revenue hour: 1.8
  - Wheelchairs: 35
  - Passenger Count: 283
  
- vi. West Shores
  - 60 or older or disabled can use this service with an ID card
  - For the month of January on time performance was 98%
  - Passenger per revenue hour: 1
  - No Shows: 1
  - Wheelchairs: 0
  - Passenger Count: 106

#### 8. General Discussion

- Mr. Hack stated that the Peoples First annual conference will be on March 28, 2015 at the Barbara Worth Country Club.
- The Unmet Transit Needs Hearing is scheduled for February 12<sup>th</sup>.

#### 9. Adjournment

- Meeting adjourned at 11:40 a.m.



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**MINUTES**

February 4, 2015

Present

Voting Attendees:

Michael L. Hack (Vice-Chair)	Consumer
Maria Cordova	ARC – Imperial Valley
Michelle Soto	Imperial County CCS
Kathi Williams	CTSA – ICTC
David Salgado	CTSA – ICTC

Non-Voting Attendees:

Cristi Lerma	ICTC
Narcisa Montemayor	IVT/IVT Access/IVT Ride
Karla Pacheco	IVT/IVT Access/IVT Ride

1. Vice-Chair Hack called the meeting to order at 10:12 a.m. A quorum was not present and we met as the committee as a whole. Introductions were made.
2. Minutes for February 4, 2015 were not adopted and will be on the April 1<sup>st</sup> agenda for adoption.
3. FY 2015-16 UTN “Findings” Letter of Response
  - SSTAC reviewed the “Findings”, last year’s SSTAC response letter and this year’s first letter to the UTN Panel. There was consensus from the SSTAC to use the following as the FY 2015-16 SSTAC Letter of Response to the “Findings”:

*“In response to the “Findings” for FY 2015-16 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. In addition, SSTAC would also continue to express support for the IVT Gold Line in Brawley and proposed circulator routes in the City of Calexico, IVT Garnet Line, and the City of Imperial, IVT Red Line.*
  2. *SSTAC would like to express continued support for the Four (4) Phase Bus Stop Improvement Program currently under development by ICTC Staff.”*
- Mr. Salgado made comments regarding both UTN Hearing and second meeting and that there were no “findings” that were reasonable to meet at this time. Ms. Williams stated that there were 2 items that were added to the current Master Needs List. 1. Review of Express Routes from El Centro to IVC, and, 2. Review capacity constraints on Med-Express.

4. CTSA Reports
  - Mr. Salgado stated the FTA 5310 grants have been reviewed and scored.
  - Ms. Williams stated that IVT Ride has brand new low floor buses. We will have one available before the next SSTAC meeting.
  
5. Transit Operator Reports
  - a. El Centro Dial-a-Ride: Business hours are 7 a.m. – 5 p.m. with last appointment at 4:45 p.m.
  - b. Med-Express: Service is doing well.
  - c. Imperial Valley Transit:
    - o No data was available for the month of February.
  - d. IVT Access: Updates were given by Ms. Montemayor
    - o For the month of February on time performance was 97%
    - o No Shows: 53
    - o Late Cancellations: 0
    - o Wheelchairs: 610
    - o Passenger Count: 2,390
  - e. IVT Ride – Month of February
    - i. City of Brawley
      - o 60 or older or disabled can use this service with an ID card
      - o Passenger per revenue hour: 3.37
      - o For the month of February on time performance was 97%
      - o No Shows: 86
      - o Late Cancellations: 0
      - o Wheelchairs: 177
      - o Passenger Count: 827 weekdays; Saturdays 29
    - ii. City of Calexico
      - o 60 or older or disabled can use this service with an ID card
      - o For the month of February on time performance was 97%
      - o Passenger per revenue hour: 4
      - o No Shows: 172
      - o Wheelchairs: 478
      - o Passenger Count: 1,915 weekdays; Saturdays 88; Sunday 116
    - iii. City of Imperial
      - o 60 or older or disabled can use this service with an ID card
      - o For the month of February on time performance was 98%
      - o Passenger per revenue hour: 2
      - o Wheelchairs: 33
      - o Passenger Count: 307 weekdays; 14 Saturday
    - vi. West Shores
      - o 60 or older or disabled can use this service with an ID card
      - o For the month of February on time performance was 100%
      - o Tuesdays/Thursdays service
      - o Passenger per revenue hour: .53
      - o No Shows: 4
      - o Wheelchairs: 0
      - o Passenger Count: 99
  
6. General Discussion
  - Next SSTAC meeting is scheduled for April 1, 2015.
  
7. Adjournment
  - Meeting adjourned at 10:48 a.m.