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January 6, 2015

**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL **REVISED** AGENDA**

**DATE:** Wednesday, January 7, 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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**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 December 3, 2014 *ACTION*
3. CTSA Reports *DISCUSSION*
4. FY 2015-16 Master Needs List *DISCUSSION / ACTION*
5. FY 2015-16 UTN Letter to the Hearing Panel *DISCUSSION / ACTION*
6. 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

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

- iii. Imperial
- iv. West Shores

7. General Discussion

DISCUSSION

8. 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).



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## **SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

### **MINUTES**

December 3, 2014

#### Present

#### Voting Attendees:

Michael L. Hack (Vice-Chair)	Consumer
Ted Ceasar	Imperial Valley College
Maria G. Cordova	ARC – Imperial Valley
Lorena Arambula	San Diego Regional Center (SDRC)
Kathi Williams	CTSA – ICTC
David Salgado	CTSA – ICTC

#### Non-Voting Attendees:

Cristi Lerma	ICTC
Cesar Sanchez	IVT/IVT Access/IVT Ride
Narcisa Montemayor	IVT/IVT Access/IVT Ride
Karla Pacheco	IVT/IVT Access/IVT Ride
Kitty Gay	County of Imperial – Public Health Dept.
Heather Menninger	AMMA Transit Planning

1. Vice-Chair Hack called the meeting to order at 10:06 a.m. A quorum was present. Introductions were made.
2. Minutes adopted for November 5, 2014. **(Ceasar/Ramirez) Motion Carried.**
3. CTSA Reports  
Mr. Salgado and Ms. Williams had the following announcements:
  - A “Stuff a Bus” Food drive is set for December 16, 2014 for 1 day only. All passengers that bring a non-perishable food item can ride the bus for free on IVT only. All items will benefit the Imperial Valley Food Bank.
  - The Unmet Transit Needs hearing is set for February 2015.
  - One 5310 grant application was received from ARC-Imperial Valley. ICTC staff encouraged social service agencies to apply. Applications were due to the RTPA (ICTC) on December 1, 2014. A Local Review Committee will meet soon to review the application, and then it will be forwarded to Caltrans. ICTC also submitted two 5310 grant applications. One is for expansion funding for IVT Ride and the other is for a Mobility Manager position. ICTC’s applications will be directly submitted to Caltrans for review and scoring.
  - ICTC submitted a PTMISEA grant application to purchase a MV1 vehicle for IVT Ride and cutaways for the fixed route to be owned by ICTC.
  - IVT RIDE service began operations in the Cities of Calexico and Imperial October 1, 2014 after some initial outreach and marketing. Public Outreach Workshops were held on September 25<sup>th</sup> and 26<sup>th</sup> in Calexico and on September 29<sup>th</sup> and 30<sup>th</sup> in Imperial. Additional workshops were also held on October 14, 2014 in Calexico and on October 17, 2014 in Imperial. Public Outreach

Workshops were held on November 20, 2014 in the West Shores community with a service start date of December 1, 2014. Public Workshops are scheduled for the City of Brawley on December 16<sup>th</sup> and 17<sup>th</sup> with an anticipated service start date of January 2, 2015.

- The TDA Triennial Audit team has concluded its review and draft reports were sent October 2<sup>nd</sup> to agencies providing transit services comments were requested by November 21, 2014. They are due to Caltrans in January/February and will be on the Commission agenda requesting approval in December.
  
- 4. 2014 Coordinated Public Transit / Human Services Plan Update by AMMA Transit Planning
  - Ms. Heather Menninger gave a presentation regarding the update to the Coordinated Plan. The Coordinated Plan Public Transit / Human Service Plan Update has several purposes, one of which 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 includes 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. A Community Mobility Workshop was held on October 21, 2014 at the ICTC offices. A full report is located on the ICTC website at <http://www.imperialctc.org/publications-&-reports/transit-and-non-motorized/>
  
- 5. FY 2015-16 Master Needs List
  - Ms. Williams reviewed the Master Needs List, which she indicated that it is a living document. There was some discussion regarding additions and deletions but no actions were taken. Instead the group decided to bring it back on the agenda in January for finalization.
  
- 6. FY 2015-16 UTN Letter to the Hearing Panel
  - There was consensus that this item would be addressed in January.
  
- 7. Transit Operator Reports
  - a. Brawley Dial-a-Ride: No update.
  - b. El Centro Dial-a-Ride: Nothing to report.
  - c. West Shores Dial-a-Ride: December 2, 2014 was the first day as IVT Ride, and there was 1 passenger.
  - d. Med-Express: service has been a little slower due to the holidays, however service is good.
  - e. Imperial Valley Transit: Mr. Sanchez had the following update for November
    - o Sundays were implemented on January 5, 2014
      - In November there was an average of 400-500 passengers per Sunday.
    - o IVT Gold Line:
      - Implemented on December 18, 2013
      - The average passengers for November were 50 per day.
    - o Holtville to El Centro
      - 10-12 passengers for the month of November
    - o Brawley to El Centro / El Centro to Brawley (FAST)
      - 5 average passenger for the month of November
    - o Slab City on Thursdays
      - 6 average passengers per trip
  - f. IVT Access: Updates were given by Ms. Montemayor
    - o For the month of November on time performance was 97%
    - o Passenger per revenue hour: 2.4
    - o No Shows: 55
    - o Late Cancellations: 36
    - o Wheelchairs: 686
    - o Passenger Count: 2,264
  - g. IVT Ride (Calexico)
    - o 60 or older or disabled can use this service with an ID card

- 3 buses are running for Calexico with 650 registered residents
- For the month of November on time performance was 96%
- Passenger per revenue hour: 4
- No Shows: 312
- Late Cancellations: 0
- Wheelchairs: 1,106
- Passenger Count: 2,669

#### IVT Ride (Imperial)

- 60 or older or disabled can use this service with an ID card
- 31 passengers are currently registered to use the service
- The information for the month of November is below
- Passenger per revenue hour: 3
- No Shows: 12
- Late Cancellations: 0
- Wheelchairs: 21
- Passenger Count: 537

#### 8. General Discussion

- Ms. Williams stated that a draft of the ADA Certification Study will be available in 2-3 weeks.
- Ms. Gay inquired about the service days and times to Niland (Slab City). Currently IVT is going to Slab City on Thursday only at 8:35 a.m. from Slab City to Niland and at 6:35 p.m. from Niland to Slab City.
- Mr. Hack stated that a silent auction would be held at ARC-Imperial Valley from 12 p.m. to 4 p.m. (same day) as a fundraiser for the Peoples First annual conference. He encouraged everyone to attend.

#### 9. Adjournment

- The next meeting of the SSTAC will be on January 7, 2015 at 10:00 a.m.
- Meeting adjourned at 11:42 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 7<sup>th</sup> State Streets transfer terminal **(Construction Pending)**
2. Improve cleanliness and upkeep at El Centro City area bus stops **Under Review**
3. Expand Transit Access in Brawley - IVT Gold Line **IMPLEMENTED/Demo Phase**
4. Review of an afternoon "FAST" trip from El Centro to Brawley **Under Review**
5. Review of limited Saturday service to Seeley **IMPLEMENTED/Demo Phase**
6. Expansion of Saturday service for IVT routes **IMPLEMENTED/Demo Phase**
7. Review of limited Sunday service for IVT routes **IMPLEMENTED/Demo Phase**
8. Review of additional IVC "Express Routes" **IMPLEMENTED/Demo Phase**
9. Provide schedule information at bus shelters **Under Review**
10. Reduction of headways from Calexico to El Centro/El Centro to Calexico from 70 minutes to 35 minutes **IMPLEMENTED/Demo Phase**
11. Expand Transit Access with in the community of Calexico IVT Orange Line **PENDING**
12. Expand Transit Access with in the community of Imperial IVT Red Line **PENDING**

# **SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

**Leticia Vizcarra, Chairperson**  
**Griselda Martinez, Vice-Chairperson**  
**Kathi Williams, Secretary**

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

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January 9, 2014

ICTC Unmet Transit Needs Hearing Panel  
Imperial County Transportation Commission  
1405 N. Imperial Ave., Suite 1  
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 general comments are offered for Fiscal Year 2014-15;

1. SSTAC would like to express continued support for the construction for the transfer terminals at 7th and State Streets in the City of El Centro, 5th St. and S. Plaza St. in the city of Brawley, and locations yet to be determined in the Cities of Calexico and Imperial.
2. SSTAC would like to continue to express support for the IVT Circulator bus concept which includes the El Centro Blue Line and IVT Green Line, IVT Gold Line in Brawley, and proposed IVT Red Line in Imperial and IVT Orange Line in Calexico.

In addition, the following issues and concerns are identified for consideration in order of priority for Fiscal Year 2014-15;

3. Improve cleanliness and upkeep at all El Centro City area stops.
4. Continue the options for improving route and schedule information, including adding schedules at bus shelters, as a way to disseminate information to the passengers, as documented as Finding #8 on FY 2010-11 UTN Findings.

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

Sincerely yours,



Letty Vizcarra  
Chairperson