



1405 N. IMPERIAL AVE., SUITE 1
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March 31, 2017

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL AGENDA

DATE: Wednesday, April 5, 2017
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

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 February 1, 2017 *ACTION*
3. FY 2017-18 UTN "Findings" Letter of Response *ACTION*
 - a. Last year's SSTAC response letter (UTN FY 2016-17)
 - b. UTN Findings FY 2017-18
 - c. Master Needs List FY 2017-18
4. CTSA Reports **DISCUSSION**

By ICTC Staff
5. Transit Operator Reports **DISCUSSION**
 - a. Imperial Valley Transit (IVT)
 - b. IVT Access

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

- c. IVT Ride
 - i. Brawley
 - ii. Calexico
 - iii. El Centro
 - iv. Imperial
 - v. West Shores
 - d. IVT MedTrans
6. General Discussion
All
7. Adjournment

DISCUSSION

The next meeting is scheduled for May 3, 2017. For questions or comments, please call Cristi Lerma 760-592-4494, or email at crستيرlerma@imperialctc.org.



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SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

MINUTES

February 1, 2017

Present

Voting Attendees:

Letty Zuno – Chair	Access to Independence
Michael L. Hack – Vice-Chair	Consumer
Ted Ceasar	Consumer
Sofia Gonzalez	Area Agency on Aging
Mitzi Perez	ARC – Imperial Valley
Kathleen Lang	California Health and Wellness
Adrian Celis	Imperial County Behavioral Health
Kathi Williams	CTSA – ICTC
David Aguirre	CTSA – ICTC

Non-Voting Attendees:

Guillermo Gonzalez	ICTC
Cristi Lerma	ICTC
Mark McCumsey	Caltrans
Flavio Vargas	IVT/IVT Access/IVT Ride/IVT MedTrans
Cesar Sanchez	IVT/IVT Access/IVT Ride/IVT MedTrans
Narcisa Silva	IVT/IVT Access/IVT Ride/IVT MedTrans
Karla Pacheco	IVT/IVT Access/IVT Ride/IVT MedTrans
Helio Sanchez	IVT/IVT Access/IVT Ride/IVT MedTrans

1. Ms. Zuno called the meeting to order at 10:04 a.m. A quorum was present. Introductions were made. A request from ARC and ICTC to add an emergency action item to the agenda was made. The item was added as number 3. **(Zuno/Lang) Motion Carried.**
2. Minutes adopted for January 4, 2017. **(Hack/Gonzalez) Motion Carried.**
3. Request for Support Letter(s) for FTA Section 5310 Grant Application

Ms. Perez provided background information as to what ARC – Imperial Valley has used FTA Section 5310 Grant funds in previous years. They are requesting a letter of support from SSTAC for their submittal requesting operating assistance for the ADA paratransit services for FY’s 2017, 2018 and 2019.

ICTC is also requesting a letter of support from SSTAC for their FTA Section 5310 Grant application submittal to fund a Mobility Management/Coordination position and a new position to assist in Mobility Coordination programs.

A *motion* was made by **Lang** and seconded by **Hack**, **Motion Carried.**

4. CTSA Reports:

Mr. Aguirre had the following announcement(s):

- On January 6th, ICTC issued the Request for Proposals (RFP) to complete the “Regional Bus Stop Inventory, Signage Replacement and Technology Assessment” project. The requested services will provide ICTC with a comprehensive bus stop inventory inclusive of an assessment of supporting infrastructure, uniform bus stop signage and recommendations for technology based upgrades pertaining to real time route and schedule service information and kiosk upgrades. The project goal is to have an inventory database and assessment for use by ICTC and its member agencies, and that can be used to acquire and prioritize funding for future infrastructure and facility/equipment improvements. The project budget is established in the FY 2015-16 ICTC Overall Work Plan and Budget. On February 10, ICTC staff received responses from multiple consultants bidding for the services. The project scoring committee comprised of staff from ICTC, Caltrans, SCAG and the County of Imperial Public Works Department has begun the evaluation, scoring and ranking process for the project.
 - o Ms. Zuno asked who was responsible for curb upgrades. Mr. Aguirre responded that each agency is responsible for their own bus stops, curbs and sidewalks. However, ICTC staff will work with an agency to get improvements done if necessary.
- On December 14th, ICTC issued the Request for Proposals (RFP) to complete an annual maintenance audit for the IVT fleet. The requested services will provide ICTC with a comprehensive review annually of the care and maintenance performed on the 53 transit vehicles now owned by ICTC. The project goal is to have an annual report for use by ICTC that can be used to manage fleet resources and insure compliance with industry practices and contractual requirements.
- The Senior Appreciation Day is an annual event hosted by the County’s Area Agency on Aging. IV Transit, IVT Access, IVT Ride, IVT MedTrans participated and promoted our transportation services to seniors and caregivers on January 25, 2017. The transit staff had a booth where they provided service branded giveaways i.e. keychains etc. and answered any questions regarding our transportation services. Ms. Gonzalez stated that there were 500 seniors in attendance.

Mr. Gonzalez had the following announcement(s):

- An ADA certification and eligibility study was conducted in 2014 and it was adopted by the Commission. The ADA study identified six findings, one being that the client should perform a self-assessment prior to obtaining an application. The assessment would allow the client to identify if the ADA Paratransit service meets his/her needs. If the client decides to pursue the service, they will need to come into the office to acquire an application and set up a follow-up interview. Transportation will be provided to the interview if needed. This change began on January 1, 2017. Ms. Williams stated that functional ability determines whether or not a person qualifies for IVT Access.

Ms. Williams had the following announcement(s):

- IVT Access can also be used on an availability basis for those non-disabled persons for 3 times the regular fare. Disabled persons pay 2 times the regular fare. However a non-disabled person cannot make a reservation two weeks in advance, same day reservations only if space permits.
- Bus stop improvements are being completed in the towns of Heber and Niland.
- Ms. Williams welcomed the new General Manager for First Transit, Flavio Vargas.

5. FY 2017-18 Master Needs List

- The Unmet Transit Needs (UTN) Hearing is scheduled for February 9, 2017 at 3 p.m.at the City of El Centro Council Chambers.
- Pink flyers with meeting information were available for agencies to take with them for distribution.

6. FY 2017-18 UTN Letter to the Hearing Panel

- The following items were added to the letter under general comments for FY 2017-18:

- SSTAC would like to express continued support for the construction for the transfer terminals at locations yet to be determined in the Cities of Calexico and Imperial.
- 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 Garnet Line in Calexico.
- SSTAC would like to express support for continued efforts to improve cleanliness and upkeep at El Centro City area bus stops, and other stops in the region as identified.
- SSTAC would like to continue to express support of enhancing communication of available services.

A *motion* was made by [Ceasar](#) and seconded by [Hack](#), **Motion Carried.**

- The following item was added to the letter under order of priority as number 1:
 - Allow IVT Ride to provide transportation services to Seniors to congregate meal sites in Heber from June to September.

A *motion* was made by [Gonzalez](#) and seconded by [Hack](#), **Motion Carried**

- The following item was added to the letter under order of priority as number 2:
 - Add an IVC Express Route from Calexico to IVC and from IVC to Calexico in the evening after 5:30 p.m.

A *motion* was made by [Ceasar](#) and seconded by [Hack](#), **Motion Carried.**

- The following item was added to the letter under order of priority as number 3:
 - Review of a proposed Transit Mobility Summit.

A *motion* was made by [Zuno](#) and seconded by [Lang](#), **Motion Carried.**

A *motion* was made to approve the letter as written above by [Hack](#) and seconded by [Ceasar](#), **Motion Carried.**

7. Transit Operator Reports

- Imperial Valley Transit: Mr. Sanchez did not have numbers to report for January, being that it was February 1st. His numbers are usually available by the 2nd or 3rd of the following month. He did state however that IVC was in session every day in January.
- IVT Access: Updates were given by Ms. Pacheco for the month of January
 - On time performance was 96%
 - No Shows: 114
 - Wheelchairs: 693
 - Passenger Count: 2,495
 - Weekdays: 120 passengers per week day
 - Saturdays: 12 per Saturday
 - Sundays: 12 per Sunday
 - Late Cancellations: 21
- IVT Ride – Updates were given by Ms. Montemayor for the month of January
 - i. City of Brawley
 - 60 or older or disabled can use this service with an ID card
 - Passenger per revenue hour: 2.36
 - On time performance was 99%
 - Wheelchairs: 215

- Passenger Count: 768 weekday 37 average per day, Saturday 7 average per day
- 39 No-Shows

- ii. City of Calexico
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 98%
 - Passenger per revenue hour: 2.63
 - Wheelchairs: 362
 - Passenger Count: 1,518; weekday; 67 average per day, Saturday 18 average per Saturday and Sunday 21 average per Sunday
 - 49 No-Shows

- iii. City of El Centro
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 96%
 - Passenger per revenue hour: 2.4
 - Wheelchairs: 539
 - Passenger Count: 2,048; weekday; 99 average per day Saturday 15 average per Saturday
 - 86 No-Shows

- iv. City of Imperial
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 99%
 - Passenger per revenue hour: 1.94
 - Passenger Count: 353; 17 average per week day; 2 average per Saturday
 - Wheelchairs: 18
 - 3 No-Shows

- v. West Shores
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 96%
 - Tuesdays/Thursdays service – 8 service days
 - Passenger per revenue hour: .81
 - Wheelchairs: 0
 - Passenger Count: 38, average 4 per day

- IVT MedTrans – Updates were given by Mr. Helio Sanchez for the month of January
 - 443 registered clients
 - Transportation services to San Diego County medical facilities
 - All buses are now equipped with Wi-Fi services
 - On time performance was 100%
 - Passenger per revenue hour: 1.57
 - Wheelchairs: 0
 - Late Cancellations: 0
 - No-Shows: 3
 - Passenger Count: 421
 - Primary: 271
 - Personal Care Attendant (PCA): 150

- 8. General Discussion
 - There was none.

- 9. Adjournment
 - Meeting adjourned at 11:20 a.m.
 - Next meeting will be on March 1, 2017.

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

Leticia Zuno, Chairperson
Michael Hack, Vice Chair
Kathi Williams, Secretary

1405 N. Imperial Ave., Suite 1
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April 6, 2016

James Predmore, Chairperson
Imperial County Transportation Commission
1405 N. Imperial Ave., Suite 1
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 6, 2016 and reviewed the "Findings" as developed by the Panel on March 16, 2016.

SSTAC appreciates and endorses the proactive consideration given by the Transit Hearing Panel for the acknowledgement of addressing the "Findings" in the past year.

In response to the "Findings" for FY 2016-17 the following additional comments are provided:

1. Improve cleanliness and upkeep at all El Centro City area stops, and other stops in the region as identified.
2. Enhance communication of available services as a way to disseminate information to the passengers, as documented as in the intent of Finding #8 in FY 2010-11 UTN Findings: *(Staff will research options to provide schedules and information for passengers for Imperial Valley Transit (IVT) bus stops. Staff is to return with options and cost estimates by December 2010, for consideration on implementation from the ICTC).*
3. Review of capacity constraints on Med-Express.
4. Review of a proposed Transit Mobility Summit.

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

Sincerely,


Leticia Zuno
Chairperson



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March 9, 2017

**UNMET TRANSIT NEEDS FINDINGS
FISCAL YEAR 2017-18**

The Imperial County Unmet Transit Needs Public Hearing was conducted at 3:00 p.m., on February 9th, 2017 at the City of El Centro City Council Chambers, in El Centro, Ca. After review and consideration of the testimony received at the hearing, this Panel reconvened on March 9th, 2017 to make the following “Findings”:

The following “Findings” are unmet transit needs or transit needs which are reasonable to meet. The ICTC Transit Financing Plan and TDA claims for Fiscal Year 2017-18 shall be approved consistent with these stated “Findings”.

- I. Existing transit services should be continued:
 - A. IVT RIDE – Brawley, Calexico, El Centro, Imperial and West Shores
 - B. County-Wide Transit System- Imperial Valley Transit
 - C. ADA Paratransit Services – IVT Access
 - D. IVT MedTrans

- 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.

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

- V. Staff will continue to pursue resources for the implementation of the proposed IVT Red Line in Imperial and IVT Garnet Line in Calexico.
- VI. Staff will continue to provide assistance to the Cities of Calexico and Imperial for the development of the Cities' transfer terminal projects.
- VII. Staff will continue to review the expansion of transit service and schedule information.

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



George Nava, Chairman
Councilmember, City of Brawley



Cheryl Viegas-Walker, Councilmember,
City of El Centro



Larry Ritchie, Councilmember
City of Westmorland

STAFF:



Mark Baza
Executive Director



Kathi Williams
Transit Programs Manager

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

FY 2017-18 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.	Improve cleanliness and upkeep at El Centro City area bus stops, and other stops in the region as identified	Inventory Project is Under Way
2.	Enhance Communication of Available Services	Inventory Project is Under Way
3.	Proposed Transit Mobility Summit	PENDING FUNDING
4.	Review of an afternoon “FAST” trip from El Centro to Brawley	IMPLEMENTED/Demo Phase
5.	Review of limited Saturday service to Seeley	IMPLEMENTED/Demo Phase
6.	Expand Transit Access with in the community of Calexico IVT Garnet Line	PENDING FUNDING
7.	Expand Transit Access with in the community of Imperial IVT Red Line	PENDING FUNDING
8.	Review of “FAST” trip from El Centro to Holtville	IMPLEMENTED/Demo Phase
9.	Add an IVC Express route from Calexico to IVC and from IVC to Calexico in the evening after 5:30 p.m.	
10.	Allow IVT Ride to provide transportation services to Seniors to congregate meal sites in Heber from June to September.	
11.	Provide a designated IVT Ride Bus for Seniors to congregate meal sites and to their home in Calexico.	