



TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

Camarillo City Hall, Administrative Conference Room

601 Carmen Drive, Camarillo, CA

Thursday, June 14, 2018

1:30 p.m.

AGENDA

ITEM 1 CALL TO ORDER

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

ITEM 3 PUBLIC COMMENT

Any member of the public may address the Committee for up to two minutes on any subject within the jurisdiction of the Committee that is not scheduled for a public discussion before the Committee.

ITEM 4 AGENDA ADJUSTMENTS

ITEM 5 APPROVAL OF MINUTES – For Action

Waive the reading and approve the minutes of the May 10, 2018 meeting.

ITEM 6 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM – Update

ITEM 7 FY 2017-18 AND FY 2018-19 STATE OF GOOD REPAIR PROGRAMS – Update

ITEM 8 REVISION TO PROPOSITION 1B TRANSIT CAPITAL PROGRAM – For Action

ITEM 9 RECEIVE PRESENTATION ON PROPOSED CALIFORNIA AIR RESOURCES BOARD (C.A.R.B.) INNOVATIVE CLEAN TRANSIT (ICT) AND ZERO-EMISSION TECHNOLOGY READINESS FACTORS – Vanessa Rauschenberger, Director of Planning on Marketing

ITEM 10 FUTURE AGENDA ITEMS – For Information

- Falling Transit Ridership: California and Southern California , UCLA ITS Study, prepared for SCAG

ITEM 11 ADJOURNMENT

In consideration of City of Camarillo staff, please use the exit door directly to the parking lot.

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Committee meeting, please contact the Clerk of the Committee at (805) 642-1591 ext. 118. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.



**VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)
TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)**

Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA
Thursday, May 10, 2018
1:30 p.m.

Meeting Minutes

MEMBERS PRESENT:

Bill Golubics, City of Camarillo (Vice Chair)
Austin Novstrup, City of Ojai
Ben Gonzales, City of Simi Valley
Priscilla Freduah-Agyemang, City of Thousand Oaks
Sergio Albarran, City of Ventura
Treena Gonzalez, County of Ventura (Chair)
Vanessa Rauschenberger, Gold Coast Transit District
Aaron Bonfilio, VCTC Intercity Bus

Ben Cacatian, VCAPCD (ex-officio)
Ray Porras, CSUCI

MEMBERS ABSENT:

City of Fillmore
City of Moorpark
City of Oxnard
City of Port Hueneme

Caltrans District 7 (ex-officio)

VCTC STAFFS PRESENT:

Martin Erickson, Public Transit Director
Claire Grasty, Program Manager – Regional Planning

ITEM 1

CALL TO ORDER

Chair Gonzalez called the meeting to order at 1:32 p.m.

ITEM 2

INTRODUCTIONS & ANNOUNCEMENTS

Mr. Ben Cacatian, VCAPCD, announced they hired a new manager for Planning, Rules and Incentives: Mr. Ali Ghasemi.

Ms. Treena Gonzalez, County of Ventura, announced they will be holding their annual Public Works Week next Tues., May 22nd at 8:00 a.m. – 2:00 p.m. in the "Lot G" parking lot at the Ventura County Govt. Center.

ITEM 3

PUBLIC COMMENT

None.

ITEM 4 AGENDA ADJUSTMENTS

None.

ITEM 5 ELECTION OF NEW VICE CHAIR – For Action

ACTION

Rauschenber moved, seconded by Bonfilio, and passed 7/0 that Golubics be the new Vice Chair for the remaining 2018 calendar year for the Transit Operators Advisory Committee.

ITEM 6 APPROVAL OF MINUTES

ACTION

Golubics moved, seconded by Gonzales, that the Committee approve the April 12, 2018 meeting minutes. The motion passed with no objections.

ITEM 7 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM – For Information

Mr. Culver, MMP, provided a brief summary of the ADA Certification Service and Mileage Reimbursement program.

ITEM 8 APPROVE FISCAL YEAR 2018/19 PROGRAM OF PROJECTS – For Action

Mr. Erickson, VCTC, reviewed with the Committee the recommended adoption of the Fiscal Year 2018/19 Program of Projects.

Discussion

Mr. Nestved, City of Camarillo, mentioned that Camarillo will be making an adjustment before the end of the month.

Mr. Novstrup, City of Ojai, mentioned that the Ojai trolley purchase and operating funds were not included and will need to be updated onto the FY18/19 Program of Projects List.

ACTION:

Rauschenberger moved, seconded by Bonfilio, that the Committee approve the recommended adoption by Staff for the Program of Projects (POP) for federal transit operating, planning and capital assistance for Fiscal Year (FY) 2018/19 with the noted changes for the City of Camarillo and the City of Ojai. The motion passed with no objections.

ITEM 9 AVL PROJECT UPDATE – Verbal

Mr. Bonfilio, VCTC, updated the Committee that the AVL Project installation/programming is fully underway with all agencies with the exception of the City of Moorpark. The anticipated system start date is July 1, for any operator that is completely installed.

Mr. Bonfilio also mentioned that the Nextbus system will soon be removed and VCTC will be providing to each agency Car Cards which provide notification to the riders that the current system will be temporarily unavailable while the new system is being installed.

ITEM 10 Marketing Update – Verbal

Ms. Grasty, VCTC, reviewed with the Committee an outline in how VCTC will be promoting existing transit services (an outline was provided as an attachment in the Transcom Agenda).

ITEM 11 COLLEGE RIDE PILOT PROGRAM UPDATE – For Information

Ms. Grasty, VCTC, updated the Committee that VCTC will soon be meeting with Ventura County Community College District, CAL Lutheran and CSUCI to discuss and review the College Ride Pilot Program .

ITEM 12 FUTURE AGENDA ITEMS – For Information

- California Air Resources Board (C.A.R.B.)
- UCLA Transit Study – For Information

ITEM 13 ADJOURNMENT

Chair Gonzalez adjourned the meeting at 2:49 p.m.



DATE: June 14, 2018

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM UPDATE


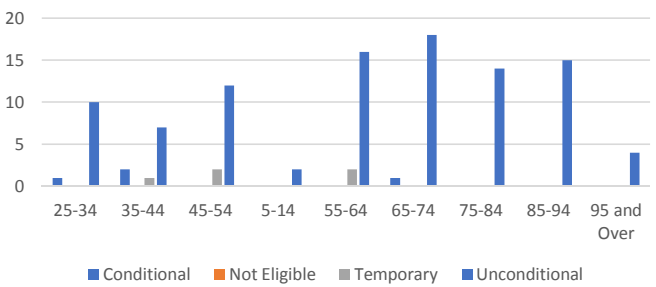
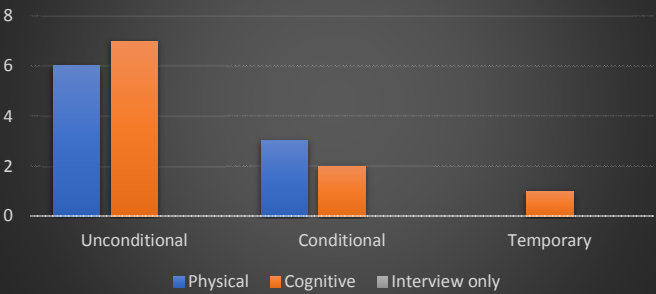
RECOMMENDATION:

- Receive and file the monthly ADA Certification services report and Mileage Reimbursement Program update.

DISCUSSION:

Attached is the May 2018 ADA Certification Services Report from Mobility Management Partners (MMP) for review at the TRANSCOM meeting.

MMP received Section 5310 funding to expand its services to include the development and implementation of a pilot volunteer driver mileage reimbursement program in cooperation with the Area Agency on Aging and other agencies serving the needs of the county's senior population. The May 2018 update on the Mileage Reimbursement Program (MRP) is attached.

		May	April	March	Feb	Jan	Dec	
Call Center	Inbound ADA Calls	663	553	572	584	541	636	Total inbound and Outbound Calls: 730
	Outbound ADA calls	67	163	261	335	242	201	
	Average hold time (in seconds)	6.09	5.9	4.75	6.51	2.81	6.69	Riders requesting service outside of Ventura County
	Outbound Area Transmittals	3	8	7	9	7	6	Riders requesting service into Ventura County
	Inbound Area Transmittals	6	9	9	11	7	0	
Applications Received	Recertification	69	62	80	53	56	38	123 applications received
	New Applications	54	66	55	52	64	45	Online Applications Received: 5 (4%)
Applications Received by Service Area	Camarillo Area	9	8	10	11	5	5	Applications by Language 
	Gold Coast Area	39	50	49	41	40	35	
	Valley Express Area	4	4	5	6	8	2	
	Moorpark Area	7	4	4	3	8	6	
	Simi Valley Area	35	39	40	27	29	19	
	Thousand Oaks	29	20	22	16	30	15	
	Out of County	0	3	5	1	0	1	
Completed Evaluations In-person, Short-Term and Recertifications	Complete, with Functional Evaluation	19	21	22	27	24	13	Evaluations by Age and Determination Type 
	Complete, Interview w/o Functional Evaluation	0	6	2	3	1	6	
	Complete, Special Circumstance (no Interview)	27	34	33	19	24	18	
	Complete, Over 85+	11	16	14	13	8	5	
	Complete, Phone Interview	0	2	2	0	0	1	
	Complete, Short-term Certification (60 days)	0	0	0	0	0	0	
	Complete, Recertifications	53	60	38	50	35	30	
	Total Evaluations	110	139	111	112	92	73	
Delays in Processing (Cumulative)	Due to incomplete application by client	3	9	10	7	4	2	In-person Interviews by Eligibility and Assessment Type 
	Pending Professional Evaluation (PE)	16	62	14	15	25	16	
	Applications that failed to meet 21 day rule	0	0	0	0	0	0	
	Applicants awaiting in-person interviews	11	6	18	15	12	24	
Assessments	Assessment Categories	Total	CAM	VCTC	SIMI	T.O.	MPK	
	With Physical Assessment	9	0	9	0	0	0	
	With Cognitive Assessment	10	3	2	1	4	0	
	Interview only (at assessment sites)	0	0	0	0	0	0	
	No Shows	2	0	1	1	0	0	
	Total in-person interviews scheduled	21	3	12	2	4	0	
	Total Number of appointment days	9	1	5	1	2	0	
Determination Types:				Total	%			
Unconditional (including S.C., Over 85+ , Phone interviews)				101	90%			
Conditional				4	4%			
Temporary				5	5%			
Denials				0	0%			
Short Term				0	0%			

May-18					
Applications Received - GCT Area Cities					
	May	April	March	Feb	Jan
Casitas Springs	0	0	0	0	0
Meiners Oaks	0	0	0	0	0
Miramonte	0	0	0	0	0
Ojai	4	4	4	0	1
Oak View	0	2	0	0	0
Oxnard	21	22	21	25	23
Port Hueneme	2	1	3	2	1
Ventura	12	21	21	14	15
Applications Received-Valley Express Area Cities					
Fillmore	3	3	3	1	4
Piru	0	0	0	0	0
Santa Paula	1	1	2	5	4
Travel Training					
Training Statistics					
	May	April	March	Feb	Jan
Referrrals received	5	9	5	4	2
Assessments	0	0	0	0	1
Trainings	0	0	0	0	0
Referral Source					
ADA-Camarillo Area	0	0	1	0	0
ADA-Gold Coast Area	0	3	1	0	0
ADA-Valley Express Area	1	0	0	0	0
ADA-Moorpark Area	0	0	0	0	0
ADA-Simi Valley Area	1	1	1	0	0
ADA-Thousand Oaks Area	0	1	1	0	0
Workshops	0	0	0	0	0
Other	0	4	1	4	0
Transit 101 Workshops					
Hosting Agency	Date	Attendees	Riders	Referrals	
Simi Valley Transit	24-May	11	11	0	

Mileage Reimbursement Program Monthly Report - May 2018							
Category	Item Measured	May	Apr	Mar	Feb	Jan	Dec
Application Process	Total Interest Applications	9	10	6	11	6	13
	Total Complete Applications	6	8	5	7	1	10
	Applications approved by EDC	0	0	4	0	0	2
	Total claims received	81	79	78	85	93	85
Mileage Claims	Total miles reimbursed	10670	9766	9660	11422	11347	10293
	Total one-way trips claimed	1915	1892	1872	2032	2288	1945
Statistics by Service Area							
Camarillo	Claims Received	20	21	19	20	24	22
	Miles Reimbursed	2668	2488	2269	2835	3021	2385
	One-way trips claimed	534	573	485	515	608	544
Gold Coast	Claims Received	22	23	25	26	27	24
	Miles Reimbursed	3057	2683	2984	3340	3215	3003
	One-way trips claimed	521	530	615	599	606	531
Moorpark	Claims Received	1	0	1	2	2	2
	Miles Reimbursed	100	0	212	282	200	394
	One-way trips claimed	16	0	36	68	62	56
Simi Valley	Claims Received	4	3	3	6	5	5
	Miles Reimbursed	576	524	578	765	650	670
	One-way trips claimed	72	68	76	104	112	116
Thousand Oaks	Claims Received	30	27	25	26	31	27
	Miles Reimbursed	3585	3297	2757	3346	3621	3158
	One-way trips claimed	678	636	580	650	811	610
Valley Express	Claims Received	4	5	5	5	4	5
	Miles Reimbursed	684	774	860	854	640	683
	One-way trips claimed	94	85	80	96	89	88
Other Statistics							
	Average Trip Length (Miles)	5.6	5.2	5.2	5.6	5.0	5.3
	Average Cost per Trip	\$ 1.95	\$ 1.81	\$ 1.81	\$ 1.97	\$ 1.74	\$ 1.85



DATE: June 14, 2018
MEMO TO: TRANSIT OPERATORS COMMITTEE (TRANSCOM)
FROM: JUDITH JOHNDUFF, PROGRAM ANALYST
SUBJECT: UPDATE ON THE FY 17/18 AND 18/19 STATE OF GOOD REPAIR PROGRAMS

RECOMMENDATION:

- Information and Discussion

BACKGROUND:

The Road Repair and Accountability Act of 2017, Senate Bill (SB) 1, includes a program that provides additional revenues for transit maintenance, rehabilitation and capital projects. This investment in public transit is referred to as the State of Good Repair (SGR) program. The program provides approximately \$105 million annually to the State Transit Assistance (STA) Account for the State of Good Repair Program with funds distributed to Transit Operators using the same formula as State Transit Assistance.

DISCUSSION:

FY 17/18 SGR Program Update

Caltrans Approved Project List: Project lists for FY 17/18 SGR funds were submitted by local Transit Operators to Caltrans in January. Caltrans has posted the Approved Project List for FY 17/18 on the SGR website at <http://www.dot.ca.gov/drmt/spstasgr.html>. The list of projects approved for Ventura County Transit Operators is included in Attachment 1.

Allocation of Funds: VCTC, as the Regional Transportation Planning Agency/Transportation Commission is responsible for receiving and sub-allocating the SGR funds to the Transit Operators. For this first round of funding, the FY 17/18 apportionments will be disbursed by the State Controller's Office in two separate scheduled payments. The first allocation was issued by the State Controller's Office on May 24, 2018. VCTC will be working with individual Operators to process the funds.

FY 18/19 SGR Program

Project Lists Due September 1st, 2018: The estimated available funds for FY 18/19 for Ventura County Transit Operators is attached in the Controller’s Letter dated January 31, 2018 (Attachment 2). The revised estimate is expected to be posted on the Caltrans “State of Good Repair” website on August 1st 2018.

Agency	Estimated Available 2018-19 (PUC 99313)	Estimated Available 2018-19 (PUC 99314)
City of Camarillo		\$10,351
Gold Coast Transit		\$49,790
City of Moorpark		\$0
City of Simi Valley		\$7,293
City of Thousand Oaks		\$7,377
SCRRA		\$117,542
VCTC	\$1,138,883	

Caltrans has released the Draft Guidelines for FY 18/19 for Comment. Comments are due by June 19th. Under the proposed new Guidelines, to avoid a loss of apportioned funds, a list of projects for FY18/19 must be submitted to Caltrans by September 1st. Additionally, the draft Guidelines call for Transit Operators to providing their annual list of projects to VCTC instead of Caltrans and VCTC will be responsible for submitting one list from the County to Caltrans. The proposed schedule is shown in the Table below:

Proposed Annual SGR Timeline	
SCO releases estimated amounts for each potential recipient for the upcoming Fiscal Year	No later than each January 31 st
<i>Project Lists due to Regional Entities</i>	<i>To be Determined</i>
SCO releases revised estimate for current Fiscal Year	August 1 st
Project Lists submitted by Regional Entities to the Department	September 1 st
List of Agencies with approved projects due from the Department to SCO	October 1 st
Quarterly Payments made (within each Fiscal Year)	1 st Quarter - November 2 nd Quarter - February 3 rd Quarter- May 4 th Quarter- August
Annual Expenditure Reports due to the Department	December 31 st
Annual Financial Audit Report due from each Eligible Agency (PUC 99245)	December 31 st

Topics for discussion include the proposed Timeline.



DATE: June 14, 2018

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: JUDITH JOHNDUFF, PROGRAM ANALYST

SUBJECT: REVISION TO PROPOSITION 1B TRANSIT CAPITAL PROGRAM

RECOMMENDATION:

- Approve reprogramming City of Simi Valley Proposition 1B Transit Capital Fund project balances totaling \$24,041 from the Paratransit Vehicle Purchase Project to the City of Simi Valley CNG Fueling Facility Project.

DISCUSSION:

On April 3, 2015, the Commission approved programming \$1,250,000 of FY 14/15 Proposition 1B Transit Capital funds to purchase Replacement Paratransit Vehicles for the City of Simi Valley. The vehicles have now been purchased and the project is complete with a balance of \$24,041. The City of Simi Valley would like to use the funds for the Proposition 1B funded CNG Fueling Facility Project. It is therefore recommended that TRANSCOM approve reprogramming the Proposition 1B project balance along with any accrued interest to construct the Simi Valley CNG Fueling Facility.