



TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA
Thursday, January 9, 2020
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 September 12, 2019 meeting.
- ITEM 6 APPROVAL OF MINUTES – For Action**
Waive the reading and approve the minutes of the October 10, 2019 meeting.
- ITEM 7 ELECTION OF OFFICERS – CHAIR AND VICE CHAIR**
- ITEM 8 2020 MEETING SCHEDULE – Receive and File**
- ITEM 9 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM – For Information**
- ITEM 10 REVISION TO LOW CARBON TRANSIT OPERATIONS PROGRAM – For Action**
- ITEM 11 EARTHQUAKE WARNING SYSTEM – For Information**
- ITEM 12 REVISION TO GOLD COAST TRANSIT DISTRICT CONGESTION MITIGATION AIR QUALITY (CMAQ) FUNDS – For Action**
- ITEM 13 FUTURE AGENDA ITEMS – For Information**
- ITEM 14 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.



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

Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA
Thursday, September 12, 2019
1:30 p.m.

Meeting Minutes

MEMBERS

PRESENT:

Sergio Albarran, City of Ventura (Vice Chair)
Tyler Nestved, City of Camarillo
Shaun Kroes, City of Moorpark
Ellen Debord, City of Ojai
Ryan Kim, City of Oxnard
Ben Gonzales, City of Simi Valley
Mike Houser, City of Thousand Oaks
Treena Gonzalez, County of Ventura
Matt Miller, Gold Coast Transit District

Chris Jetton, CSU Channel Islands (ex-officio)

MEMBERS ABSENT:

City of Fillmore
City of Port Hueneme
City of Santa Paula
Caltrans District 7 (ex-officio)
VCAPCD (ex-officio)

**VCTC STAFF
PRESENT:**

Martin Erickson, Public Transit Director
Peter De Haan, Programming Director
Caitlin Brooks, Program Manager Transportation |Planning
Judith Johnduff, Program Manager

ITEM 1 CALL TO ORDER

Vice Chair Albarran called the meeting to order at 1:30 p.m.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

None.

ITEM 3 PUBLIC COMMENT

None.

ITEM 4 AGENDA ADJUSTMENTS

None.

ITEM 5 APPROVAL OF MINUTES

ACTION

Kroes moved, Houser seconded, that the Committee approve the July 11, 2019 meeting minutes. The motion passed with no objections.

ITEM 6 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM

Mr. De Haan, VCTC, provided a brief summary of the ADA Certification Service and Mileage Reimbursement Program (MRP) for the months of July and August 2019. He mentioned Mobility Management Partners (MMP) received Section 5310 funding to expand its services to include the development and implementation of a pilot volunteer driver mileage reimbursement program; since the funds in the existing grant are close to being drawn down, MMP has discontinued the Travel Training program as of August, and is starting to phase out the MRP.

ITEM 7 RECEIVE PRESENTATION ON US-101 MULTIMODAL CORRIDOR STUDY

Ms. Caitlin Brooks, VCTC, provided information on the US-101 Multimodal Corridor Study. Ventura County Transportation Commission (VCTC) and Southern California Association of Governments (SCAG) are initiating the US-101 Multimodal Corridor Study (Study). The proposed study area includes the US-101 Freeway and the area generally up to three (3) miles on either side of the freeway (please see the table in Figure 1). Through developing the Study, a comprehensive list of potential transportation improvements will be developed.

ITEM 8 TRANSPORTATION EMERGENCY PREPAREDNESS PLAN (TEPP)

Mr. William Lim, Claris Strategy, provided a power-point presentation on the Ventura County Transportation Commission and Santa Barbara County Association of Governments (SBCAG) Transportation Emergency Preparedness Plan (TEPP). He provided an outline to the Committee as to the process in developing the plan, which will consist of reviewing existing transit operations in Ventura County, including City Public Works and the Ventura County Office of Emergency Services (please see attachment provided).

TEPP Project Goals

- **Develop** an all-hazards transportation emergency preparedness plan
- **Respond** to the needs of the communities sooner and more effectively
- **Create** a blueprint for evacuation, especially for disadvantaged and vulnerable populations
- **Improve** transit agency management during disasters
- **Enhance** emergency communication, coordination and collaboration with all agencies

Discussion

There was extensive discussion amongst the Committee on various issues and concerns such as communication coordination between intra-agency and Interagency, vulnerable populations – ADA service and public agency transit vs. use of private contractors.

ITEM 9 FUTURE AGENDA ITEMS – For Information

None.

ITEM 10 ADJOURNMENT

Vice Chair Albarran adjourned the meeting at 3:09 p.m.



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

Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA
Thursday, October 10, 2019
1:30 p.m.

Meeting Minutes

**MEMBERS
PRESENT:**

Sergio Albarran, City of Ventura (Vice Chair)
Tyler Nestved, City of Camarillo
Ryan Kim, City of Oxnard
Ben Gonzales, City of Simi Valley
Mike Houser, City of Thousand Oaks
Treena Gonzalez, County of Ventura
Matt Miller, Gold Coast Transit District

Maggie Domingo, CSU Channel Islands (ex-officio)
Ben Cacatian, VCAPCD (ex-officio)

MEMBERS ABSENT:

City of Fillmore
City of Moorpark
City of Santa Paula
Caltrans District 7 (ex-officio)

**VCTC STAFF
PRESENT:**

Martin Erickson, Public Transit Director
Judith Johnduff, Program Manager

ITEM 1 CALL TO ORDER

Vice Chair Albarran called the meeting to order at 1:30 p.m.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

Mr. Sergio Albarran, City of Ventura, announced the City of Ventura will begin accepting bids on November 7th to upgrade the Wells Center Bus Stop. He reminded everyone of the possible potential power outage.

Mr. Martin Erickson, VCTC, introduced Mr. Philip Law from Southern California Associations of Government (SCAG), who will be making a PowerPoint presentation on Microtransit and TNC partnerships in the SCAG region. He thanked the committee for their assistance in working with the consultants for the Transportation Emergency Preparedness Plan. He mentioned Camarillo Council member Tony Trembley is the new alternate for Metrolink. In addition, he announced the Transportation Development Act (TDA) Triennial Performance Audit will soon be underway this December.

Mr. Mike Houser, City of Thousand Oaks, and on behalf of ECTA, they will begin a new fare increase on that service effective November 4th. New brochures as well as new trip tickets will be available for purchase on October 30th. He also mentioned on October 22nd, a request for a general fare increase and minor service adjustments to their local bus and Dial-A-Ride services.

Ms. Treena Gonzales, County of Ventura, briefly announced there was a schedule change on the Kanan Shuttle service effective September 30th. Although the service is still available at no cost, there was a significant reduction made to the service.

Mr. Tyler Nestved, City of Camarillo, mentioned they met with city council last night and are willing to explore fare increases and policy changes, such as to the senior age, (there will be a study into different options to increase revenue and reducing costs (any changes made will take effect the next Fiscal Year).

Mr. Ben Cacatian, VCAPCD, announced on September 19th, EPA finalized their administrations new SAFE rule and will be effective on or around November 20th.

Mr. Aaron Bonfilio, VCTC, made a brief announcement, a fare increase, and minor route adjustments are being implemented and both will take effect next January.

Mr. Ben Gonzales, City of Simi Valley, made a brief announcement, they have begun their public outreach providing an overview to the local bus service route adjustments being made and will take effect either this December or next January.

Ms. Judith Johnduff, VCTC, made two brief announcements: The 2021 APTA project is currently underway and all projects that are being funded need to be provided, a project sheet with will be sent out to each agency for any project updates necessary. She also mentioned the FTA quarterly progress reports are now due.

Rachel Wagner, announced she is now the new Regional Affairs officer and the point of contact for SCAG.

ITEM 3 PUBLIC COMMENT

None.

ITEM 4 AGENDA ADJUSTMENTS

Item #9 should be Item #8

ITEM 5 APPROVAL OF MINUTES

This item was deferred to the next meeting.

ITEM 6 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM

Mr. Mike Culver, MMP, provided a brief summary of the ADA Certification Service and Mileage Reimbursement Program (MRP) for the month of September 2019.

ITEM 7 RECEIVE PRESENTATION ON MICRO-TRANSIT/ALTERNATIVE TRANSPORTATION SERVICES

Mr. Philip Law, SCAG, provided a presentation on Microtransit, a service model that sits between traditional fixed-routed transit and services provided by taxis and transportation network companies (TNCs) like Uber and Lyft.

ITEM 8 FUTURE AGENDA ITEMS

Congestion Mitigation Air Quality call for projects.

ITEM 9 ADJOURNMENT

Vice Chair Albarran adjourned the meeting at 2:32 p.m.



DATE: JANUARY 9, 2020
MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
FROM: MARTIN ERICKSON, TRANSIT DIRECTOR
SUBJECT: ELECTION OF OFFICERS

RECOMMENDATION

- That the Committee nominate and elect officers to the Committee.

BACKGROUND

The Chair and Vice Chair shall be elected from among the Transportation Operators Advisory Committee representatives by majority vote. Nomination and selection of the new officers will occur during this meeting.

Below is a recent history of officers.

2019

Chair – Bill Golubics, City of Camarillo
Vice Chair – Sergio Albarran, City of Ventura

2018

Chair – Treena Gonzalez, County of Ventura
Vice Chair – Bill Golubics, City of Camarillo

2017

Chair – Shaun Kroes, City of Moorpark
Vice Chair – Treena Gonzalez, County of Ventura

2016

Chair – Mike Houser, City of Thousand Oaks
Vice Chair – Shaun Kroes, City of Moorpark

2015

Chair – Vanessa Rauschenberger, Gold Coast Transit District
Vice Chair – Mike Houser, City of Thousand Oaks



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DATE: JANUARY 9, 2020
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.

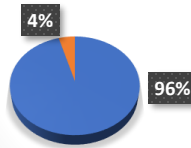
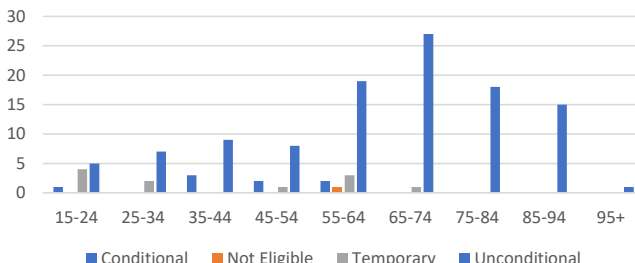
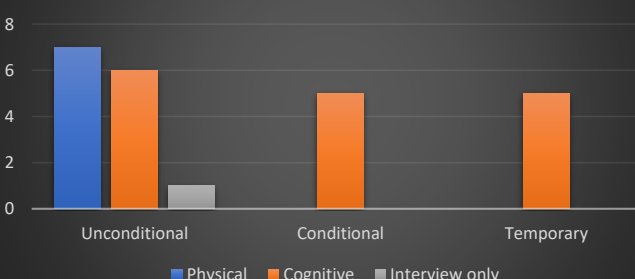
DISCUSSION:

Attached are the October, November, and December 2019 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 October, November, and December 2019 updates on the Mileage Reimbursement Program (MRP) are attached. Since the funds in this grant are close to be drawn down, MMP has discontinued the Travel Training program as of August, and is phasing out the MRP effective February 29, 2019. Notices to the MRP clients are in the process of being sent.



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Oct-19									
		Oct.	Sept.	Aug.	July	June	May		
Call Center	Inbound ADA Calls	431	471	560	539	502	601	Total phone calls inbound/outbound: 477	
	Outbound ADA calls	46	165	128	194	147	151		
	Average hold time (in seconds)	4.9	6	4.96	5.85	4.15	2.89		
	Outbound Area Transmittals	11	7	4	1	8	8	Riders requesting service outside of Ventura County	
	Inbound Area Transmittals	9	10	7	2	10	10	Riders requesting service into Ventura County	
Applications Received	Recertification	56	74	53	63	63	64	Total applications received: 136	
	New Applications	80	38	87	74	68	88	Online Applications Received: 6 (4%)	
Applications Received by Service Area	Camarillo Area	17	11	13	10	16	16	<div>Applications by Language</div>  <div>■ ENGLISH ■ SPANISH</div>	
	Gold Coast Area	55	33	38	58	46	52		
	Valley Express Area	3	4	6	4	10	7		
	Moorpark Area	9	7	5	6	6	7		
	Simi Valley Area	25	29	47	29	26	37		
	Thousand Oaks	26	27	29	30	22	31		
	Out of County	1	1	2	0	5	2		
Completed Determinations by Evaluation Type	Complete, with Functional Evaluation	24	22	21	16	18	25	<div>Evaluations by Age and Determination Type</div>  <div>■ Conditional ■ Not Eligible ■ Temporary ■ Unconditional</div>	
	Complete, Interview w/o Functional Evaluation	1	2	2	1	3	2		
	Complete, Special Circumstance (no Interview)	44	38	35	39	34	40		
	Complete, Over 85+	10	8	19	13	13	17		
	Complete, Phone Interview	5	3	0	1	3	1		
	Complete, Short-term Certification (60 days)	0	0	0	0	0	0		
	Complete, Recertifications	49	35	51	51	58	58		
Completed Determinations	133	108	128	121	129	143			
Delays in Processing (Cumulative)	Due to incomplete application by client	10	5	12	1	7	9		
	Pending Professional Evaluation (PE)	12	21	20	16	12	14		
	Applications that failed to meet 21 day rule	0	0	0	0	0	0		
	Applicants awaiting in-person interviews	8	3	8	14	6	15		
Assessments	Assessment Catagories	Total	CAM	VCTC	SIMI	T.O.	MPK	<div>In-person Interviews by Eligibility and Assessment Type</div>  <div>■ Physical ■ Cognitive ■ Interview only</div>	
	With Physical Assessment	7	0	5	0	1	1		
	With Cognitive Assessment	17	1	12	0	3	1		
	Interview only (at assessment sites)	1	0	0	1	0	0		
	No Shows	2	1	0	0	1	0		
	Total in-person interviews scheduled	27	2	17	1	5	2		
Total Number of appointment days				10	1	5	1	2	1
Determinations by Eligibility				Total	%				
Unconditional (including S.C., Over 85+ , Phone interviews,short-term)				112	84%				
Conditional				8	6%				
Temporary				12	9%				
Denials				1	1%				
Short Term				0	0%				

October 2019- Supplemental/TT Stats				
Applications Received - GCT Area Cities	October	September	August	July
Casitas Springs	0	0	0	0
Meiners Oaks	0	0	0	0
Miramonte	0	0	0	0
Ojai	4	1	0	4
Oak View	0	0	0	2
Oxnard	31	14	20	29
Port Hueneme	4	3	1	1
Ventura	16	15	17	22
Applications Received-Valley Express Area Cities				
Fillmore	0	1	1	2
Piru	0	1	0	0
Santa Paula	3	2	3	8
Travel Training				
Training Statistics	October	September	August	July
Referrals received	0	1	0	18
Assessments	0	0	0	4
Trainings	0	0	7	1
Referral Source				
ADA-Camarillo Area	0	0	0	1
ADA-Gold Coast Area	0	1	0	4
ADA-Valley Express Area	0	0	0	0
ADA-Moorpark Area	0	0	0	0
ADA-Simi Valley Area	0	0	0	1
ADA-Thousand Oaks Area	0	0	0	0
Workshops	0	0	0	0
Other	0	0	0	12
Transit 101 Workshops				
Hosting Agency	Date	Attendees	Riders	Referrals
No Activity				

Mileage Reimbursement Program Monthly Report - Oct 2019							
Category	Item Measured	Oct	Sep	Aug	Jul	Jun	May
Application Process	Total Interest Applications	0	0	0	18	6	15
	Total Complete Applications	0	0	0	10	6	12
	Applications approved by EDC	0	0	0	1	5	3
	Total claims processed	91	100	94	98	97	88
Mileage Claims	Total miles reimbursed	12544	13233	11937	12444	12801	11511
	Total one-way trips claimed	2154	2425	2378	2256	2225	2014
Statistics by Service Area							
Camarillo	Claims Received	19	21	17	21	21	20
	Miles Reimbursed	2564	2991	2303	2697	2749	2694
	One-way trips claimed	457	566	456	530	513	505
Gold Coast	Claims Received	29	32	33	30	29	26
	Miles Reimbursed	4163	4292	4477	3732	3854	3434
	One-way trips claimed	825	814	924	744	769	621
Moorpark	Claims Received	4	4	5	4	3	3
	Miles Reimbursed	438	496	484	434	432	266
	One-way trips claimed	74	100	90	87	64	42
Simi Valley	Claims Received	4	6	5	3	4	2
	Miles Reimbursed	567	810	542	393	474	369
	One-way trips claimed	68	161	134	45	57	23
Thousand Oaks	Claims Received	31	32	29	35	35	34
	Miles Reimbursed	4182	4048	3519	4378	4482	4258
	One-way trips claimed	673	704	670	765	729	793
Valley Express	Claims Received	4	5	5	5	5	3
	Miles Reimbursed	630	596	612	810	810	490
	One-way trips claimed	57	80	104	85	93	30
Other Statistics							
	Average Trip Length (Miles)	5.8	5.5	5.0	5.5	5.8	5.7
	Average Cost per Trip	\$ 2.04	\$ 1.91	\$ 1.76	\$ 1.93	\$ 2.01	\$ 2.00



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Nov-19							
		Nov.	Oct.	Sept.	Aug.	July	June
Call Center	Inbound ADA Calls	425	557	471	560	539	502
	Outbound ADA calls	85	97	165	128	194	147
	Average hold time (in seconds)	3.95	4.9	6	4.96	5.85	4.15
	Outbound Area Transmittals	2	11	7	4	1	8
	Inbound Area Transmittals	3	9	10	7	2	10
Applications Received	Recertification	30	56	74	53	63	63
	New Applications	70	80	38	87	74	68
Applications Received by Service Area	Camarillo Area	5	17	11	13	10	16
	Gold Coast Area	43	55	33	38	58	46
	Valley Express Area	3	3	4	6	4	10
	Moorpark Area	3	9	7	5	6	6
	Simi Valley Area	24	25	29	47	29	26
	Thousand Oaks	21	26	27	29	30	22
	Out of County	1	1	1	2	0	5
Completed Determinations by Evaluation Type	Complete, with Functional Evaluation	17	24	22	21	16	18
	Complete, Interview w/o Functional Evaluation	1	1	2	2	1	3
	Complete, Special Circumstance (no Interview)	38	44	38	35	39	34
	Complete, Over 85+	4	10	8	19	13	13
	Complete, Phone Interview	4	5	3	0	1	3
	Complete, Short-term Certification (60 days)	0	0	0	0	0	0
	Complete, Recertifications	24	49	35	51	51	58
Delays in Processing (Cumulative)	Completed Determinations	88	133	108	128	121	129
	Due to incomplete application by client	9	10	5	12	1	7
	Pending Professional Evaluation (PE)	26	12	21	20	16	12
	Applications that failed to meet 21 day rule	0	0	0	0	0	0
Assessments	Applicants awaiting in-person interviews	8	8	3	8	14	6
	Assessment Categories	Total	CAM	VCTC	SIMI	T.O.	MPK
	With Physical Assessment	9	0	5	2	2	0
	With Cognitive Assessment	8	1	6	1	0	0
	Interview only (at assessment sites)	1	0	1	0	0	0
	No Shows	3	0	1	1	1	0
	Total in-person interviews scheduled	21	1	13	4	3	0
Determinations by Eligibility	Total Number of appointment days	8	1	3	3	1	0
	Determinations by Eligibility			Total	%		
	Unconditional (including S.C., Over 85+ , Phone interviews,short-term)			72	82%		
	Conditional			4	4%		
	Temporary			12	14%		
	Denials			0	0%		
	Short Term			0	0%		

Total phone calls inbound/outbound: 510

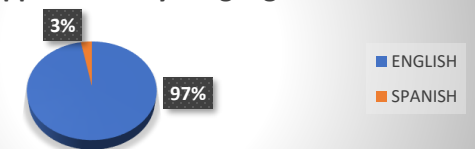
Riders requesting service outside of Ventura County

Riders requesting service into Ventura County

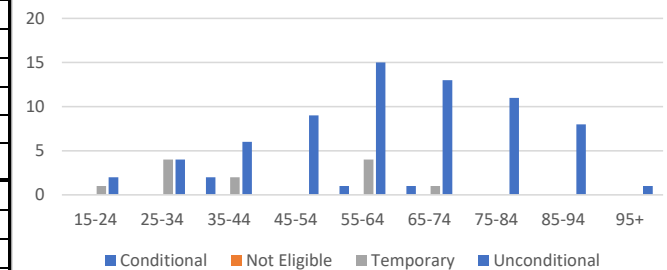
Total applications received: 100

Online Applications Received: 5 (4%)

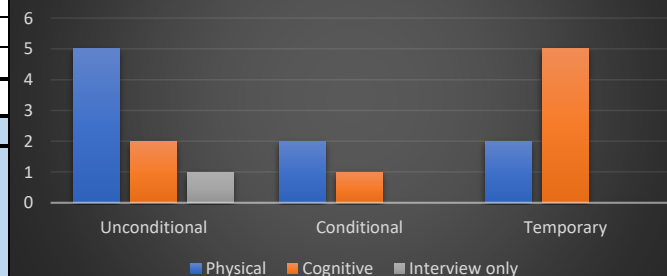
Applications by Language



Evaluations by Age and Determination Type



In-person Interviews by Eligibility and Assessment Type



November 2019- Supplemental/TT Stats				
Applications Received - GCT Area Cities	November	October	September	August
Casitas Springs	0	0	0	0
Meiners Oaks	0	0	0	0
Miramonte	0	0	0	0
Ojai	4	4	1	0
Oak View	0	0	0	0
Oxnard	19	31	14	20
Port Hueneme	3	4	3	1
Ventura	17	16	15	17
Applications Received-Valley Express Area Cities				
Fillmore	0	0	1	1
Piru	1	0	1	0
Santa Paula	2	3	2	3
Travel Training				
Training Statistics	November	October	September	August
Referrals received	1	0	1	0
Assessments	0	0	0	0
Trainings	0	0	0	7
Referral Source				
ADA-Camarillo Area	1	0	0	0
ADA-Gold Coast Area	0	0	1	0
ADA-Valley Express Area	0	0	0	0
ADA-Moorpark Area	0	0	0	0
ADA-Simi Valley Area	0	0	0	0
ADA-Thousand Oaks Area	0	0	0	0
Workshops	0	0	0	0
Other	0	0	0	0
Transit 101 Workshops				
Hosting Agency	Date	Attendees	Riders	Referrals
No Activity				

Mileage Reimbursement Program Monthly Report - Nov 2019							
Category	Item Measured	Nov	Oct	Sep	Aug	Jul	Jun
Application Process	Total Interest Applications	2	0	0	0	18	6
	Total Complete Applications	0	0	0	0	10	6
	Applications approved by EDC	0	0	0	0	1	5
	Total claims processed	94	91	100	94	98	97
Mileage Claims	Total miles reimbursed	12116	12544	13233	11937	12444	12801
	Total one-way trips claimed	2278	2154	2425	2378	2256	2225
Statistics by Service Area							
Camarillo	Claims Received	17	19	21	17	21	21
	Miles Reimbursed	2436	2564	2991	2303	2697	2749
	One-way trips claimed	453	457	566	456	530	513
Gold Coast	Claims Received	30	29	32	33	30	29
	Miles Reimbursed	3906	4163	4292	4477	3732	3854
	One-way trips claimed	825	825	814	924	744	769
Moorpark	Claims Received	4	4	4	5	4	3
	Miles Reimbursed	508	438	496	484	434	432
	One-way trips claimed	60	74	100	90	87	64
Simi Valley	Claims Received	3	4	6	5	3	4
	Miles Reimbursed	438	567	810	542	393	474
	One-way trips claimed	116	68	161	134	45	57
Thousand Oaks	Claims Received	35	31	32	29	35	35
	Miles Reimbursed	4058	4182	4048	3519	4378	4482
	One-way trips claimed	757	673	704	670	765	729
Valley Express	Claims Received	5	4	5	5	5	5
	Miles Reimbursed	770	630	596	612	810	810
	One-way trips claimed	67	57	80	104	85	93
Other Statistics							
	Average Trip Length (Miles)	5.3	5.8	5.5	5.0	5.5	5.8
	Average Cost per Trip	\$ 1.86	\$ 2.04	\$ 1.91	\$ 1.76	\$ 1.93	\$ 2.01



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Dec-19							
		Dec.	Nov.	Oct.	Sept.	Aug.	July
Call Center	Inbound ADA Calls	384	425	557	471	560	539
	Outbound ADA calls	45	85	97	165	128	194
	Average hold time (in seconds)	5.5	3.95	4.9	6	4.96	5.85
	Outbound Area Transmittals	4	2	11	7	4	1
	Inbound Area Transmittals	3	3	9	10	7	2
Applications Received	Recertification	42	30	56	74	53	63
	New Applications	53	70	80	38	87	74
Applications Received by Service Area	Camarillo Area	8	5	17	11	13	10
	Gold Coast Area	45	43	55	33	38	58
	Valley Express Area	0	3	3	4	6	4
	Moorpark Area	5	3	9	7	5	6
	Simi Valley Area	21	24	25	29	47	29
	Thousand Oaks	16	21	26	27	29	30
	Out of County	0	1	1	1	2	0
Completed Determinations by Evaluation Type	Complete, with Functional Evaluation	16	17	24	22	21	16
	Complete, Interview w/o Functional Evaluation	1	1	1	2	2	1
	Complete, Special Circumstance (no Interview)	29	38	44	38	35	39
	Complete, Over 85+	6	4	10	8	19	13
	Complete, Phone Interview	2	4	5	3	0	1
	Complete, Short-term Certification (60 days)	0	0	0	0	0	0
	Complete, Recertifications	41	24	49	35	51	51
	Completed Determinations	95	88	133	108	128	121
Delays in Processing (Cumulative)	Due to incomplete application by client	6	9	10	5	12	1
	Pending Professional Evaluation (PE)	7	26	12	21	20	16
	Applications that failed to meet 21 day rule	0	0	0	0	0	0
	Applicants awaiting in-person interviews	10	8	8	3	8	14
Assessments	Assessment Categories	Total	CAM	VCTC	SIMI	T.O.	MPK
	With Physical Assessment	4	0	3	1	0	0
	With Cognitive Assessment	12	0	7	1	4	0
	Interview only (at assessment sites)	1	0	0	0	1	0
	No Shows	2	0	2	0	0	0
	Total in-person interviews scheduled	19	0	12	2	5	0
Total Number of appointment days		6	0	3	1	2	0
Determinations by Eligibility				Total	%		
Unconditional (including S.C., Over 85+ , Phone interviews,short-term)				81	85%		
Conditional				4	4%		
Temporary				10	11%		
Denials				0	0%		
Short Term				0	0%		

Total phone calls inbound/outbound: 429

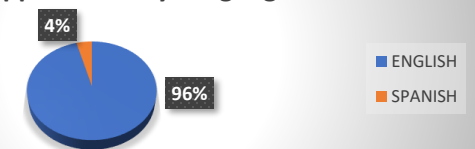
Riders requesting service outside of Ventura County

Riders requesting service into Ventura County

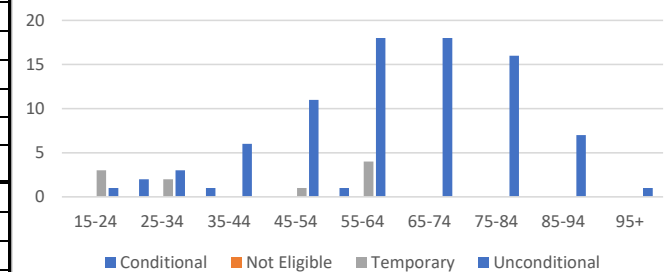
Total applications received: 95

Online Applications Received: 2 (1%)

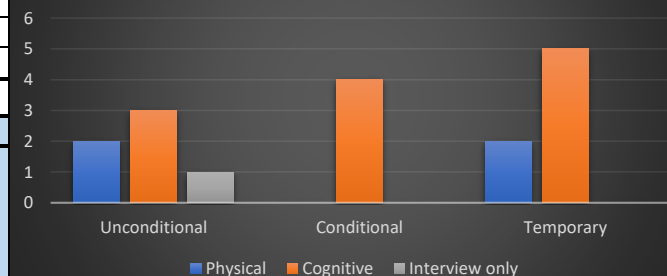
Applications by Language



Evaluations by Age and Determination Type



In-person Interviews by Eligibility and Assessment Type



December 2019- Supplemental/TT Stats				
Applications Received - GCT Area Cities	December	November	October	September
Casitas Springs	0	0	0	0
Meiners Oaks	0	0	0	0
Miramonte	0	0	0	0
Ojai	2	4	4	1
Oak View	0	0	0	0
Oxnard	25	19	31	14
Port Hueneme	3	3	4	3
Ventura	15	17	16	15
Applications Received-Valley Express Area Cities				
Fillmore	0	0	0	1
Piru	0	1	0	1
Santa Paula	0	2	3	2
Travel Training				
Training Statistics	December	November	October	September
Referrals received	0	1	0	1
Assessments	0	0	0	0
Trainings	0	0	0	0
Referral Source				
ADA-Camarillo Area	0	1	0	0
ADA-Gold Coast Area	0	0	0	1
ADA-Valley Express Area	0	0	0	0
ADA-Moorpark Area	0	0	0	0
ADA-Simi Valley Area	0	0	0	0
ADA-Thousand Oaks Area	0	0	0	0
Workshops	0	0	0	0
Other	0	0	0	0
Transit 101 Workshops				
Hosting Agency	Date	Attendees	Riders	Referrals
No Activity				

Mileage Reimbursement Program Monthly Report - Dec 2019							
Category	Item Measured	Dec	Nov	Oct	Sep	Aug	Jul
Application Process	Total Interest Applications	0	2	0	0	0	18
	Total Complete Applications	0	0	0	0	0	10
	Applications approved by EDC	0	0	0	0	0	1
	Total claims processed	94	94	91	100	94	98
Mileage Claims	Total miles reimbursed	11980	12116	12544	13233	11937	12444
	Total one-way trips claimed	2223	2278	2154	2425	2378	2256
Statistics by Service Area							
Camarillo	Claims Received	19	17	19	21	17	21
	Miles Reimbursed	2622	2436	2564	2991	2303	2697
	One-way trips claimed	479	453	457	566	456	530
Gold Coast	Claims Received	29	30	29	32	33	30
	Miles Reimbursed	3908	3906	4163	4292	4477	3732
	One-way trips claimed	783	825	825	814	924	744
Moorpark	Claims Received	3	4	4	4	5	4
	Miles Reimbursed	244	508	438	496	484	434
	One-way trips claimed	46	60	74	100	90	87
Simi Valley	Claims Received	4	3	4	6	5	3
	Miles Reimbursed	566	438	567	810	542	393
	One-way trips claimed	120	116	68	161	134	45
Thousand Oaks	Claims Received	32	35	31	32	29	35
	Miles Reimbursed	3887	4058	4182	4048	3519	4378
	One-way trips claimed	725	757	673	704	670	765
Valley Express	Claims Received	7	5	4	5	5	5
	Miles Reimbursed	753	770	630	596	612	810
	One-way trips claimed	70	67	57	80	104	85
Other Statistics							
	Average Trip Length (Miles)	5.4	5.3	5.8	5.5	5.0	5.5
	Average Cost per Trip	\$ 1.89	\$ 1.86	\$ 2.04	\$ 1.91	\$ 1.76	\$ 1.93



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DATE: JANUARY 9, 2020
MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
FROM: JUDITH JOHNDUFF, PROGRAM MANAGER
SUBJECT: REVISION TO LOW CARBON TRANSIT OPERATIONS PROGRAM

RECOMMENDATION

- Approve reprogramming the remaining balance of approximately \$8,935 from the Ventura County Transportation Commission (VCTC) Oxnard to Camarillo Employment Connector Project to the East-West Connector Service Project.

BACKGROUND:

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 using funds from the Cap-and-Trade program. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. Eligible projects include new or expanded bus services, operational expenditures that increase transit mode share, and expenditures related to the purchase of zero-emission buses.

DISCUSSION:

VCTC approved programming LCTOP funds for the operation of the Oxnard to Camarillo Employment Connector pilot project, which began service in October of 2016. The pilot demonstration service concluded in August of 2019 and has a remaining balance of approximately \$4,035 in grant funds plus \$4,900 in interest. In November 2017 VCTC, launched the East-West line to connect the eastern area of Ventura County with western Ventura County without the need to transfer. Similar to the Oxnard-Camarillo Connector, the East-West demonstration serves disadvantaged communities. In addition, the demonstration has brought for the first time fixed route service to the community of Somis.

Staff recommends TRANSCOM approve reprogramming the remaining project balances along with any accrued interest to the VCTC East-West project which is a like-project eligible under the LCTOP program and is currently operating with LCTOP funds. The additional funds will provide opportunity for expanded promotion and aide with continued operations.



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DATE: JANUARY 9, 2020
MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: EARTHQUAKE EARLY WARNING SYSTEM

RECOMMENDATION

- Receive and File.

BACKGROUND:

As the Committee is likely aware, the State of California has been underway for several years with development of an earthquake early warning system. The system has now been launched, and gathers sensor data using an algorithm to calculate magnitude and distribute alerts within seconds via smart phones. Depending on the distance from the epicenter, the warning of the approaching earthquake shock can arrive significantly in advance, providing valuable time for the public to take appropriate actions for safety.

The smart phone app MyShake has been released, whereby a voice will make an “earthquake detected” announcement. Suggested uses are that workers upon hearing the warning can move to safe locations (such as getting under desks and stepping off ladders); place sensitive equipment in safe mode; secure chemicals and hazardous materials; halt production lines to reduce damage; and if driving stop in a safe location. It may be advisable for agencies to develop policies or training for workers regarding what they should do should they receive the warning. The MyShake app developers have prepared a video at the following link, dramatizing the warning emitting from a teacher’s phone and her action to protect her students.

The MyShake app training video link is provided here:
<https://www.youtube.com/watch?v=y1p0pFFbH8M&feature=youtu.be>

Also, the following link provides a presentation on this project to the California Transportation Commission August meeting:
https://catc.ca.gov/-/media/ctc-media/documents/ctc-meetings/2019/2019_08/tab-28-4-13-presentation-a11y.pdf



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DATE: JANUARY 9, 2020

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: REVISION TO GOLD COAST TRANSIT DISTRICT CMAQ FUNDS

RECOMMENDATION

- Approve the request from Gold Coast Transit District (GCTD) to repurpose \$1.48 million of unexpended CMAQ funds approved for the Bus Repowering Project, to reduce by 12 the number of repowered buses and instead replace 3 buses.

BACKGROUND:

As part of the most recent CMAQ call for projects, VCTC programmed \$1,821,046 for the repowering of 14 buses, with another \$1,218,047 included on the Shelf List to repower an additional 12 buses. This past year the Commission approved the remaining \$1,218,047 as part of the effort to reduce the county CMAQ balance to \$0 to avoid the scheduled rescission of federal apportionments. GCTD submitted and received approval for the flexible fund transfer of the \$1,218,047 from the CMAQ Shelf List, thus protecting these funds from the rescission.

GCTD's recently-completed TAM Plan found that it will be more prudent to replace 3 buses rather than repower the remaining 12 buses included in the approved project. The 3 buses to be replaced will reach the end of their useful life in 2020. GCTD is therefore recommending that VCTC approve this repurposing of the CMAQ funds.

Generally when CMAQ funds are deobligated they are returned to the Ventura County balance and become available to another project selected by VCTC through a future call for projects. GCTC is unusual because it is a direct FTA recipient, and so under FTA's rules, once funds are transferred to GCTD they cannot be taken away from GCTD's account. As a result, should these funds not be used for the originally-approved purpose, VCTC's only option would be to reprogram the funds to another GCTD project.

DISCUSSION:

The change proposed by GCTD results in a project that is substantially different than what was approved by VCTC through its call for projects. However, the TAM Plan developed by GCTD documents that to better spread out the future bus replacement burden over multiple years it will be more prudent to replace

at least 3 buses now rather than repower more buses that would all need to be replaced at about the same time as 22 other buses. Thus, the TAM Plan analysis justifies the conclusion that the new scope to replace 3 buses, instead of repowering 12, would be at minimum as high a priority as the original scope, as ranked in the most recent CMAQ call for projects.