

**TEPP Tasks and Status**

Item	Description	Section/Timeframe	Section	Agencies
Continue building a culture of emergency preparedness among transit agencies	Include emergency preparedness in discussions on regular basis, including Transcom meetings.	Short Term Recs	3.2.1	All
Establish a transportation position at the County OEM/OES, assign people to the position, and define roles and responsibilities.	Staff seat and be POC, develop formalized communication system btwn agencies, consider Communications Coordinator.	Short Term Recs	3.2.2	VCTC
Conduct regular tabletop exercises to enhance awareness of disaster response needs.	See training annex.	Short Term Recs	3.2.3	VCTC
Develop or update transit agency emergency plans and SOPs.	Individual transit agency emergency plans and SOPs should be developed or updated on a regular basis.	Short Term Recs	3.2.4	Operators
Enhance emergency communication protocols and redundant communication channels within transit agencies.	Communication with employees, btwn dispatch/supervisors/operators, emergency notification systems, inter-agency communication, redundant means of communication.	Short Term Recs	3.2.5	Operators
Enhance communications from transit agencies to passengers and to the public.	Create emergency communication SOPs, utilize different types of media, coordinate with other agencies to deliver messages.	Short Term Recs	3.2.6	Operators
Provide training on the FTA/FEMA/Cal OES disaster reimbursement process for all transit providers.	Train on the Disaster Reimbursement Annex.	Short Term Recs	3.2.7	All
Clarify transportation's role in monitoring, contacting, and coordinating response to the needs of vulnerable communities.	In conjunction with OES, establish protocols relating to a coordinated response to the needs of vulnerable communities.	Short Term Recs	3.2.8	VCTC
Consider continuing regular meetings with vulnerable communities and/or the organizations that serve them as part of the sustainability effort for the TEPP.	A series of meetings were held with public health organizations, VOAD members, and other NGOs.	Short Term Recs	3.2.9	VCTC
For private transportation resources, develop protocols and assign the Transportation Seat as the point-of-contact.	Private transportation resources should coordinate with the established Transportation Seat.	Short Term Recs	3.2.10	VCTC
Consider joining existing mutual aid/mutual assistance groups such as TransMAC.	TransMAC is recommended for multiple reasons. Another form of an agreement is also acceptable.	Short Term Recs	3.2.11	Operators
Establish roles and responsibilities of contractors in an emergency.	Revise operations contracts to establish roles and responsibilities. Consider adding financial incentives and assigning contractors DSWs.	Short Term Recs	3.2.12	Operators
Develop alternate means of transportation options with private sector organizations and the military.	Alternate means of transportation should be considered in the development of emergency transportation plans.	Short Term Recs	3.2.13	VCTC
Transportation Inventory List Recommendations	Maintain, add info, separate paratransit info.	Short Term Recs	3.2.14	VCTC

County OEM/OES should update transportation and evacuation plans. Transit and other agencies should provide guidance and options	Provide guidance and assistance to OES to facilitate and strengthen emergency planning for transportation and evacuations.	Mid Term Recs	3.3.1	VCTC
Consider developing an emergency contingency fleet to enhance emergency response capabilities.	Consider developing a contingency fleet that may be used in emergencies.	Mid Term Recs	3.3.2	Operators
Explore the opportunity for coordinating and/or consolidating vulnerable population databases. Consider VC Human Services Agency's new system	Determine feasibility of coordinating paratransit databases into a single database and whether information can be shared.	Mid Term Recs	3.3.3	All
Define emergency overrides for paratransit trips during emergencies within and between Counties.	The criticality of paratransit trips during emergencies and current system for transfers should be reviewed and a system of overrides should be investigated to ensure a safe use of paratransit services during emergencies.	Mid Term Recs	3.3.4	All
Develop emergency response language in contractual agreements.	Consider developing language in contracts that address service during disasters or emergencies.	Mid Term Recs	3.3.5	Operators
Explore registering contractors as DSWs.	Explore registering contractors as DSWs.	Mid Term Recs	3.3.6	Operators
Establish mutual aid/mutual assistance agreements between transportation agencies and other agencies.	If operators elect not to join, TransMAC is establishing transit mutual aid/mutual assistance agreements between agencies is necessary.	Mid Term Recs	3.3.7	
Explore options for engaging private sector companies.	Possibilities for engaging private sector resources should be explored.	Mid Term Recs	3.3.8	
Formalize the role and responsibilities of health care agencies and human service or social service agencies in meeting transportation needs of vulnerable populations.	Develop strong communication link with these agencies to ensure vulnerable populations needs are met.	Mid Term Recs	3.3.9	
Consider forming a transportation subcommittee as part of the County OES/OEM planning efforts.	A transportation subcommittee should meet on a regular basis to help sustain transportation emergency preparedness.	Mid Term Recs	3.3.10	
Enhance transit interagency communications.	Create interagency emergency communication SOPs and develop alternate communication methods.	Mid Term Recs	3.3.11	
Develop a more cohesive mutual aid approach by forming a regional planning committee to decide on protocols for large-scale emergencies.	Form a regional planning committee.	Long Term Recs	3.4.1	
Utilize technologies to enhance current transit interagency communication.	Utilize technologies like traffic congestion, GIS, AVL, and GPS vehicle tracking to help communication.	Long Term Recs	3.4.2	
Define the VOADS' role in identifying transportation needs and resources with respect to vulnerable communities.	To effectively use VOADS' resources, their roles need to be developed in advance of emergencies and disasters.	Long Term Recs	3.4.3	