



# **AGENDA**

## **CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE/ SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (CTAC/SSTAC)**

**TUESDAY, APRIL 13, 2021 -- 1:30 PM**

The meeting will be held via conference call and via ZOOM Webinar  
US: 1 669 900 6833 or +1 346 248 7799, Webinar ID:853 7106 9961 (code-478055)  
<https://us02web.zoom.us/j/85371069961?pwd=U1NBT24yUnFtRy9mRGl0Q3pydEFYQT09>

In light of Governor Newsom's State of Emergency declaration regarding the COVID-19 outbreak and in accordance with Executive Order N-29-20 and the Guidance for Gatherings issued by the California Department of Public Health commissioners will participate in the meeting from individual remote locations, which is in accordance with the Governor's Executive Order. Members of the public are encouraged to attend the meeting remotely.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**
- 4. APPROVAL OF 1/12/21 MEETING SUMMARY – PG. 3**
- 5. ONE-CALL, ONE-CLICK PROJECT OVERVIEW**
- 6. FREEWAY SERVICE PATROL PROGRAM – Verbal Update**
- 7. UNMET TRANSIT NEEDS FINDINGS – For Action**
  - *Approve the Fiscal Year (FY) 2021/22 Unmet Transit Needs Findings.*
- 8. CHAIRMAN'S REPORT**
- 9. COMMITTEE MEMBER REPORTS**
- 10. ADJOURN TO SEPTEMBER 14, 2021**

*In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Commission meeting, please contact the Clerk of the Board at (805) 642-1591 ext. 101. 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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## **MEETING SUMMARY**

**CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE/  
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (CTAC/SSTAC)**

**Tuesday, January 12, 2020 -- 1:30 PM**

Conference Call

(712) 775-7270, Access code 636565#

**1. CALL TO ORDER**

**2. SELF INTRODUCTIONS**

**Members Present:**

Miranda Patton  
Marissa Rodriguez  
Bev Drandsfeldt  
Joseph Alexander  
Chera Minkler  
Chaise Rasheed  
Victor Kamhi  
Scott Farrenkopf  
Sandra Aldana  
Kelly Kivlahan

**3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA - None**

**4. APPROVAL OF 9/8/20 MEETING SUMMARY – PG. 3**

*Vic Kamhi made a motion to approve the summary. The motion was seconded by Chaise Rasheed and passed.*

**5. ELECTION OF OFFICERS**

*Sandra Aldana made a motion to have Miranda Patton continue as Chair and Marissa Rodriguez continue as Vice Chair. The motion was seconded by Victor Kamhi.*

**6. TRANSIT RESPONSE TO THE COVID-19 PANDEMIC**

*Martin Erickson informed the committee of steps that transit operators have taken in regards to the COVID-19 pandemic and keep the community safe including: discontinuing fare collection, requiring masks or providing them to those that do not have them, implementing rear-door boarding or having the driver step off the bus, receiving APTA's safety seal, working to ensure transit workers are in second phase of vaccine distribution and to ensure the temporary removal of penalties for missing the farebox recovery threshold is made permanent.*

**7. UPDATE ON UNMET NEEDS PROCESS**

*Claire Grasty updated the committee on the virtual community meetings that will be taking place on January 13 at 6 pm and on January 21*

**8. UPDATE ON UNMET NEEDS PROCESS**

*Chair Patton recommended CTAC members attend VCTC meetings.*

**9. COMMITTEE MEMBER REPORTS**

*It was announced that Daniel Chavez is the new citizen member on VCTC.*

**10. AJOURN TO APRIL 13**



April 14, 2021

**MEMO TO:** TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)  
**FROM:** CLAIRE GRASTY, PROGRAM MANAGER – REGIONAL TRANSIT PLANNING  
 JENI EDDINGTON, TRANSIT PLANNER  
**SUBJECT:** FISCAL YEAR (FY) 2021/22 TRANSPORTATION DEVELOPMENT ACT (TDA)  
 UNMET TRANSIT NEEDS (UTN) FINDINGS

**RECOMMENDATION:**

- Approve the Fiscal Year 2021/2022 Unmet Transit Needs Findings

**DISCUSSION:**

As part of the annually required Unmet Transit Needs Findings, the Citizen's Transportation Advisory Committee/Social Service Transportation Advisory Committee (CTAC/SSTAC) is required to review and comment on the recommendations proposed to be presented to the Commission. The findings were brought to CTAC/SSTAC at the April meeting for approval. The Unmet Transit Needs Assessment is attached.

Pursuant to Senate Bill 203, the cities of Santa Paula, Fillmore, Moorpark, and Camarillo are subject to the Unmet Transit Needs process. Additionally, on June 11, 2018, legislation allowed Thousand Oaks to spend TDA fund on streets and roads and they therefore now participate in the process as well. VCTC Intercity service does not utilize Article 8 funds for non-transit purposes; however, service requests for the regional service it provides are included in the process. The Gold Coast Transit District (GCTD), City of Ojai and the City of Simi Valley do not utilize or claim TDA Article 8 funds for non-transit purposes and their service is not subject to the Unmet Transit Needs process.

**Adopted Criteria**

In order for a request to be considered an Unmet Transit Need, it must receive at least 15 requests for general public service or 10 requests for disabled service:

- Public transit services not currently provided to reach employment, medical assistance, shop for food or clothing, to obtain social services such as health care, county welfare programs and education programs.
- Service must be needed by and benefit the general public.

Service expansions including new routes, significant modifications to existing routes, and major increases in service hours and frequency

If they fulfill the above criteria, the need must also be determined to be reasonable to meet.

### **Public Input Process**

The public comment period for the Fiscal Year 2021-2022 Unmet Transit Needs process was held between December 11, 2020 and February 12, 2021 with comments received prior to December 11th being included in this report.

Each year, VCTC uses a variety of channels to promote and solicit public comment for the Unmet Transit Needs process including an online survey, social media advertising, eblasts, community meetings, and the GOVCbus app. Public notices were also printed in the Ventura County Star and VIDA News.

This year, 68 surveys were received which is comparable to previous years. VCTC hosted two county-wide virtual community meetings and a virtual public hearing where almost a dozen comments were received. Additional comments were received via email. Overall, 126 respondents provided 166 comments.

### **Analysis**

Staff screened each comment received based on the criteria; no requests met the 15-comment threshold for fixed route or the 10-comment threshold for dial-a-ride service and therefore were not further screened to determine if the need was reasonable to meet.

The FY20-21 Unmet Needs process had two requests that met the 15-comment threshold; service to Santa Clarita from Fillmore and Santa Paula, and service between Fillmore and Moorpark. Service to Santa Clarita is not technically an Unmet Need as the request is for service into LA County. However, as this has been the most requested service improvement over the last several years, VCTC staff has endeavored to plan for a scenario to bring the service forward as a potential partnership with Santa Clarita Transit and the cities in the Heritage Valley. Fleet capacity and needs, route costs and route configuration are issues to be addressed as part of the planning process.

Additionally, there has been repeat demand expressed for several years regarding connectivity between the cities of Fillmore and Moorpark, including this year where it was the most frequent comment received during the public participation process. As with service to Santa Clarita, issues of fleet capacity and needs, route costs and route configuration will need to be addressed as part of the planning process. Planning for these service improvements has been superseded by responding to the COVID-19 pandemic that has resulted in significant service reductions and uncertain funding for transit. VCTC has been focused on providing transit safely and effectively for essential trips for individuals who continue to rely on public transit. As transit agencies work to recover from the reduced ridership and revenue brought on by COVID-19, the priority is to reinstate service. VCTC staff intends to restart planning efforts for these routes after reduced transit service has been reinstated and the funding picture is clearer.

VCTC and the operators value all comments and public input as they are essential to improving public transit in Ventura County. The transit providers receive comments about their service through this process and take all feedback received into consideration for future planning purposes.

The most frequent comments that are not applicable to the Unmet Transit Needs process but are nonetheless valuable for the operators are the following:

- Expanded service to multiple Los Angeles County locations.
- Expanded service and increased service hours into Santa Barbara county.
- The reinstatement of pre-Coronavirus routes that were suspended.
- Countywide Sunday Service

**RECOMMENDATION**

At this time, staff is recommending that there are no Unmet Transit Needs that are reasonable to meet. Staff will present the recommendation to the Commission in June for approval and determination that Transportation Development Act funds can be allocated for streets and roads purposes in cities fewer than 100,000 persons and Thousand Oaks.