



**VENTURA COUNTY TRANSPORTATION COMMISSION**  
**Transit Operators Advisory Committee (TRANSCOM)**  
[www.goventura.org](http://www.goventura.org)

**AGENDA\***

**Wednesday, November 10, 2021**

**1:30 p.m.**

**\*Action may be taken on any item listed on the agenda**

The meeting will be via ZOOM Webinar

**Please click the link below to access the webinar.**

<https://us02web.zoom.us/j/86983079729?pwd=ZHNkYlNnTWZhXZlFKWEV1eWY5MUg1UT09>

**Call-In Option:**

**Dial: 1.669.900.6833**

**Webinar I.D.: 869 8307 9729**

**Passcode:12345**

*On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means. On June 11, 2021, the Governor subsequently issued Executive Order N-08-21 maintaining the suspension of certain provisions of the Brown Act to continue to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means through September 30, 2021. [In accordance with AB 361](#), VCTC meetings will continue to conduct its meetings by teleconference, its commissioners will participate in the meeting from individual remote locations, and no physical location will be open to the public for the Commission meeting.*

*Members of the public will be able to virtually view and participate in the Commission meeting remotely. Members of the public who wish to address the commission on an item to be considered at this meeting are asked to please use/click the "Raise Hand" feature in Zoom (or \*9 if you are calling into the Zoom meeting) at the time the Chairperson requests public comments. The Host will then advise you when it is your turn to speak. Verbal public comments are limited to three minutes.*

*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 Administrative Assistant at (805) 642-1591 ext. 111. Notification of at least 48 hours prior to meeting time will assist staff in assuring reasonable arrangements can be made to provide accessibility at the meeting.*

**ITEM 1 CALL TO ORDER**

**ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS**

**ITEM 3 PUBLIC COMMENT**

- *Under the Brown Act, the committee should not take action on or discuss matters raised during the Public Comment portion of the agenda which are not listed on the agenda. Committee members may refer such matters to staff for factual information or to be placed on the*

*subsequent agenda for consideration.*

**ITEM 4 AGENDA ADJUSTMENTS**

**ITEM 5 APPROVAL OF MINUTES – For Action**

- *Waive the reading and approve the minutes of the September 8, 2021 meeting.*

**ITEM 6 ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE – For Information**

**ITEM 7 UNITE US PRESENTATION, JILL SHAFFER, COMMUNITY ENGAGEMENT MANAGER - Guest Presentation**

**ITEM 8 COVID-19 TRANSIT UPDATE, MARTIN R. ERICKSON, PUBLIC TRANSIT DIRECTOR – For Information**

**ITEM 9 FEDERAL HIGHWAY ADMINISTRATION COMMENT REGARDING CALIFORNIA'S SUBALLOCATION OF FUNDING TO COUNTIES, PETER DE HAAN, PROGRAMMING DIRECTOR – For Information**

**ITEM 10 STATUS OF SB 1 COMPETITIVE PROGRAMS, PETER DE HAAN, PROGRAMMING DIRECTOR – For Information**

**ITEM 11 FUTURE AGENDA ITEMS – For Discussion**

**ITEM 12 ADJOURNMENT**



**VENTURA COUNTY TRANSPORTATION COMMISSION**  
**Transit Operators Advisory Committee**  
**(TRANSCOM)**

**MEETING MINUTES**

**Wednesday, September 8, 2021**

**1:30 p.m.**

The meeting held via ZOOM Webinar

**MEMBERS PRESENT:**

Matt Miller, Gold Coast Transit District (Chair)  
Ben Gonzales, City of Simi Valley (Vice Chair)  
Tyler Nestved, City of Camarillo  
Shaun Kroes, City of Moorpark  
Phillip Pulley, City of Ojai  
Sergio Albarran, City of Ventura  
Mike Houser, City of Thousand Oaks

Christopher Jetton, CSUCI (ex-officio)  
Ben Cacatian, VCAPCD (ex-officio)

**MEMBERS ABSENT:**

City of Fillmore  
City of Oxnard  
City of Port Hueneme  
City of Santa Paula  
County of Ventura

**VCTC STAFF PRESENT:**

Martin Erickson, Public Transit Director  
Peter De Haan, Programming Director  
Clair Grasty, Program Manager / Regional Transit Planning  
Aaron Bonfilio, Program Manager / Transit Contracts  
Heather Miller, Program Manager / Programming

**ITEM 1 CALL TO ORDER**

Chair Miller called the meeting to order at 1:31 p.m. via Zoom Webinar.

**ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS**

Chair Miller, Gold Coast Transit District, announced having to combine routes due to driver shortages and that Steve Brown would be retiring at the end of 2021. Mr. Pulley, Ojai Trolley, announced the use of customer comment cards and drop boxes. Ms. Miller, VCTC, thanked the Committee for submitting projects for the State of Good Repair project list. Mr. Houser, Thousand Oaks Transit, announced that there have been staffing issues, resulting in reduced service. He thanked VCTC staff for publishing the GOVCbus notifications to the public. Mr. Erickson, VCTC, announced that Metrolink's Saturday Service will be serviced by

buses for two weeks. Thanked Tyler Nestved for assistance with Camarillo Metrolink station maintenance. Mr. Bonfilio, VCTC, announced that the GOVCbus app has been updated and that Oxnard College students will be using school records rather than school identification for the College Ride Pilot Program.

**ITEM 3 PUBLIC COMMENT**

None.

**ITEM 4 AGENDA ADJUSTMENTS**

None.

**ITEM 5 APPROVAL OF MAY MEETING MINUTES**

**ACTION**

**Houser moved, seconded by Kroes, and passed 7/7 that the Committee approve the May 12, 2021 Meeting Minutes.**

**ITEM 6 APPROVAL OF JULY MEETING MINUTES**

**ACTION**

**Nestved moved, seconded by Kroes, and passed 7/7 that the Committee approve the July 14, 2021 Meeting Minutes.**

**ITEM 7 ADA CERTIFICATION SERVICES PROGRAM**

Mr. Erickson shared that Mr. Culver, MMP, is out ill and unable to present the item today. The Committee did not have any comments.

**ITEM 8 APPROVE FISCAL YEAR 2021/22 PROGRAM OF PROJECTS (POP)**

Mr. De Haan asked that the Committee share with him any corrections to the Fiscal Year 2021/22 Program of Projects. He recommended that the Committee approve the Program of Project (POP) for federal transit operating, planning, and capital assistance for Fiscal year (FY) 2021/22.

**ACTION**

**Houser moved, seconded by Nestved, and passed 7/7 that the Committee approve the Program of Projects (POP) for federal transit operating, planning and capital assistance for Fiscal Year (FY) 2021/22**

**ITEM 9 ADOPTION OF DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL FOR VCTC AND SUBRECIPIENTS FOR PROJECTS FUNDED BY THE FEDERAL TRANSIT ADMINISTRATION**

Mr. De Haan provided a brief background of the DBE goal process for VCTC and subrecipients. He said that although the DBE goal for VCTC has decreased, VCTC fell short in FY 2018/19 and FY 2019/20. Mr. De Haan stated that it may be necessary to employ race-conscious measures to off-set the anticipated shortfall of 2.09 percent.

The Committee discussed that the process, which is the same as other Caltrans projects, and that achieving the DBE goal on some projects could off-set the need to use race-conscious measures on others.

**ITEM 10 COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN**

Ms. Grasty, VCTC, updated the Committee on the Coordinated Public Transit-Human Services Transportation Plan. She said that the project is currently in the research phase and that VCTC would be conducting outreach and workshops in the fall. She shared that Mr. Erickson would be the point person in her absence.

**ITEM 11 VCBUSPASS CONTACTLESS FARE SYSTEM PROGRAM**

Mr. Aaron Bonfilio, VCTC, updated the Committee on the VCBuspass contactless fare system program including 1) that there are six live fleet, 2) that there are seven sales outlets, 3) hardware configurations, and 4) financial reconciliation/disbursements processes. He said that upcoming opportunities include adding retailers (Oct 2021), system updates (FY22), payment upgrades (FY23), and regional integration/mode expansion (longer term).

The Committee discussed how the system handles the \$0.80 default fare in case of driver error and/or a Wi-Fi outage, as well as the challenges of applying technology to multiple fleets.

**ITEM 12 DRAFT REPORT ON AB1351 BY CalSTA/CALTRANS**

Mr. Bonfilio invited the Committee members to respond along with VCTC, to the discussion draft of AB 1351, which is a law related to paratransit eligibility, reporting, and how ADA information is exchanged. He asked for responses by the week of September 20, 2021. Ms. Grasty added that comments would also be included in the Coordinated Plan as needed.

**ITEM 13 FUTURE AGENDA ITEMS**

- Transit Integration Efficiencies Studies (TIES) Update
- Coordinated Public-Transit Human Services Plan Update
- Federal Transit Funding and Infrastructure Bill Updates
- Election or Transition of Officers (January)

**ITEM 14 ADJOURNMENT**

Chair Miller adjourned the meeting at 2:23 p.m.



**Item 6**

November 10, 2021

**MEMO TO:     TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)**  
**FROM:         AARON BONFILIO, PROGRAM MANAGER**  
**SUBJECT:      ADA CERTIFICATION SERVICES PROGRAM UPDATE**

**RECOMMENDATION:**

- Receive and file the monthly ADA Certification services report(s) and program update.

**DISCUSSION:**

Mobility Management Partners (MMP) is VCTC's service provider for ADA Paratransit Eligibility Certification services.

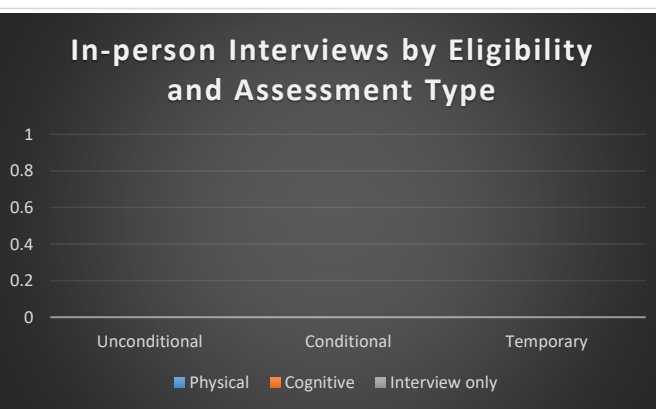
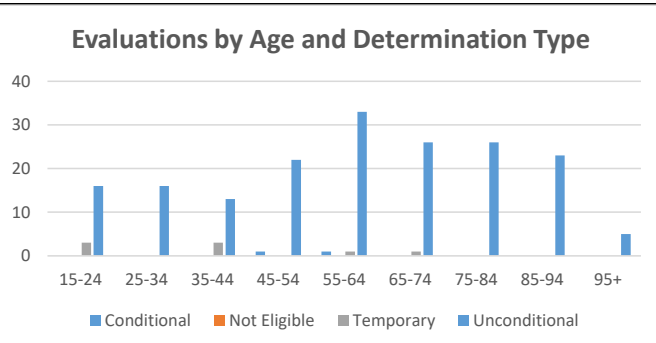
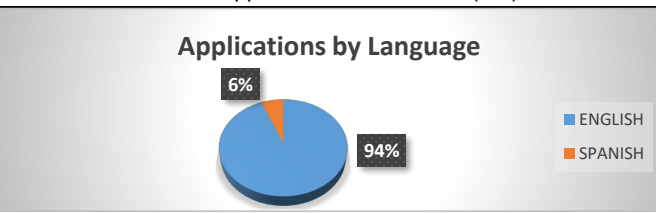
Attached are the ADA Paratransit Certification Services Reports from MMP for review at the TRANSCOM meeting. This report covers the period of August, September, and October.

Aug-21							
		August	July	June	May	April	March
Call Center	Inbound ADA Calls	403	185	335	291	252	165
	Outbound ADA calls	197	389	218	369	423	311
	Average hold time (in seconds)	1	1.5	1	1.4	1.5	1.2
	Outbound Area Transmittals	5	5	7	5	11	7
	Inbound Area Transmittals	10	185	5	6	5	7
Applications Received	Recertification	160	117	40	116	147	105
	New Applications	53	56	57	48	41	33
Applications Received by Service Area	Camarillo Area	28	24	5	15	18	7
	Gold Coast Area	63	78	40	59	74	49
	Valley Express Area	5	5	3	5	3	8
	Moorpark Area	8	5	3	5	4	10
	Simi Valley Area	58	35	24	37	49	34
	Thousand Oaks	49	26	22	41	38	29
	Out of County	2	0	0	2	2	1
Completed Determinations by Evaluation Type	Complete, with Functional Evaluation	0	0	0	0	0	0
	Complete, Interview w/o Functional Evaluation	0	0	0	0	0	0
	Complete, Special Circumstance (no Interview)	34	34	43	31	23	22
	Complete, Over 85+	0	3	6	4	11	5
	Complete, Phone Interview	4	15	10	0	4	1
	Complete, Short-term Certification (60 days)	0	0	0	1	0	0
	Complete, Recertifications	152	111	38	113	147	107
	Completed Determinations	190	163	97	149	185	135
Delays in Processing (Cumulative)	Due to incomplete application by client	1	0	6	5	0	2
	Pending Professional Evaluation (PE)	22	8	6	9	5	3
	Applications that failed to meet 21 day rule	0	0	0	0	0	0
	Applicants awaiting phone interviews	1	1	2	0	0	0
Assessments	Assessment Categories	Total	CAM	VCTC	SIMI	T.O.	MPK
	With Physical Assessment	0	0	0	0	0	0
	With Cognitive Assessment	0	0	0	0	0	0
	Interview only (at assessment sites)	0	0	0	0	0	0
	No Shows	0	0	0	0	0	0
	Total in-person interviews scheduled	0	0	0	0	0	0
	Total Number of appointment days	0	0	0	0	0	0
Determinations by Eligibility				Total	%		
Unconditional (including S.C., Over 85+ , Phone interviews,short-term)				180	88%		
Conditional				2	2%		
Temporary				8	9%		
Denials				0	0%		
Short Term				0	1%		

As of March 17th MMP closed their Camarillo office and began working remotely due to COVID-19 restrictions.

Riders requesting service outside of Ventura County  
Riders requesting service into Ventura County

Total applications received: 213  
Online Applications Received: 0 (0%)

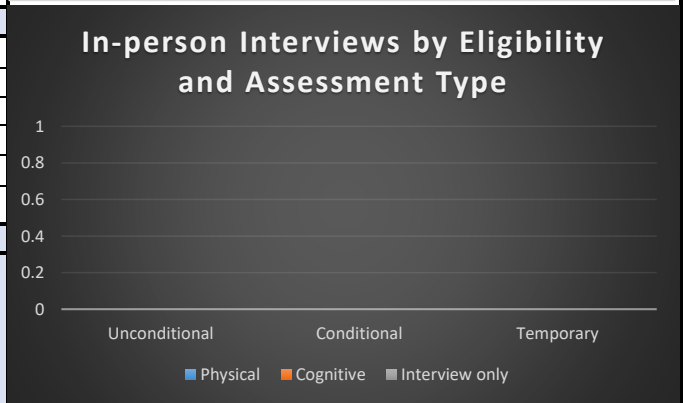
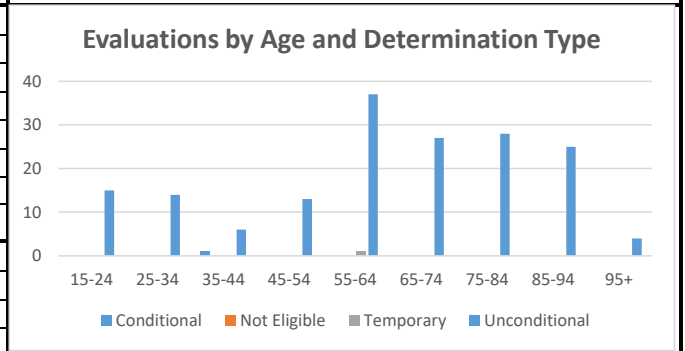
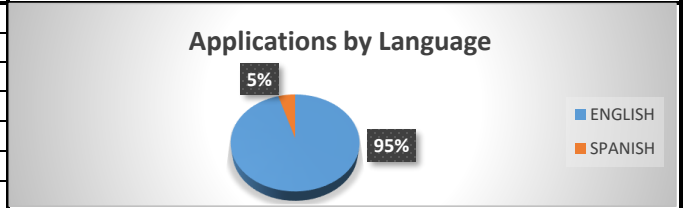


<b>Aug-21</b>				
<b>Applications Received - GCT Area Cities</b>	<b>Aug</b>	<b>July</b>	<b>June</b>	<b>May</b>
Casitas Springs	0	0	0	0
Meiners Oaks	0	0	0	0
Miramonte	0	0	0	0
Ojai	3	3	0	4
Oak View	0	0	0	0
Oxnard	37	41	24	34
Saticoy	0	0	0	0
Port Hueneme	5	6	2	3
Ventura	18	28	14	18
<b>Applications Received-Valley Express Area Cities</b>				
Fillmore	2	1	2	3
Piru	0	0	0	0
Santa Paula	3	4	1	2

## Monthly Queue Call Report (August)

	Call Count	Queue Size	Answered	Abandoned	Redirected	Disconnected	Call Count			Hold Time			To VoiceMail	Service Level
	Total In	Max	Total	Total	Total	Total	In	Out	Total	Min	Max	Avg	Σ	
<b>Grand Total</b>	387	2	278	21	88	0	387	197	584	0	0	0.00	88	65.89%
Monday	102	2	72	6	24	0	102	43	145	0	0	0.00	24	62.75%
Tuesday	102	2	63	8	31	0	102	30	132	0	0	0.00	31	58.82%
Wednesday	62	1	46	4	12	0	62	36	98	0	0	0.00	12	64.52%
Thursday	61	1	54	0	7	0	61	50	111	0	0	0.00	7	81.97%
Friday	55	1	42	3	10	0	55	38	93	0	0	0.00	10	72.73%
Saturday	5	0	1	0	4	0	5	0	5	0	0	0.00	4	20.00%

Sep-21							
		Sept	August	July	June	May	April
Call Center	Inbound ADA Calls	347	403	185	335	291	252
	Outbound ADA calls	195	197	389	218	369	423
	Average hold time (in seconds)	3.41	1	1.5	1	1.4	1.5
	Outbound Area Transmittals	5	5	5	7	5	11
	Inbound Area Transmittals	5	10	185	5	6	5
As of March 17th MMP closed their Camarillo office and began working remotely due to COVID-19 restrictions.							
Riders requesting service outside of Ventura County							
Riders requesting service into Ventura County							
Applications Received	Recertification	136	160	117	40	116	147
	New Applications	37	53	56	57	48	41
Total applications received: 173							
Online Applications Received: 0 (0%)							
Applications Received by Service Area	Camarillo Area	16	28	24	5	15	18
	Gold Coast Area	61	63	78	40	59	74
	Valley Express Area	6	5	5	3	5	3
	Moorpark Area	3	8	5	3	5	4
	Simi Valley Area	49	58	35	24	37	49
	Thousand Oaks	35	49	26	22	41	38
	Out of County	3	2	0	0	2	2
Completed Determinations by Evaluation Type	Complete, with Functional Evaluation	0	0	0	0	0	0
	Complete, Interview w/o Functional Evaluation	0	0	0	0	0	0
	Complete, Special Circumstance (no Interview)	28	34	34	43	31	23
	Complete, Over 85+	5	0	3	6	4	11
	Complete, Phone Interview	5	4	15	10	0	4
	Complete, Short-term Certification (60 days)	0	0	0	0	1	0
	Complete, Recertifications	133	152	111	38	113	147
	Completed Determinations	171	190	163	97	149	185
Delays in Processing (Cumulative)	Due to incomplete application by client	5	1	0	6	5	0
	Pending Professional Evaluation (PE)	8	22	8	6	9	5
	Applications that failed to meet 21 day rule	0	0	0	0	0	0
	Applicants awaiting phone interviews	1	1	1	2	0	0
Assessments	Assessment Categories	Total	CAM	VCTC	SIMI	T.O.	MPK
	With Physical Assessment	0	0	0	0	0	0
	With Cognitive Assessment	0	0	0	0	0	0
	Interview only (at assessment sites)	0	0	0	0	0	0
	No Shows	0	0	0	0	0	0
	Total in-person interviews scheduled	0	0	0	0	0	0
	Total Number of appointment days	0	0	0	0	0	0
Determinations by Eligibility				Total	%		
Unconditional (including S.C., Over 85+ , Phone interviews,short-term)				169	99%		
Conditional				1	1%		
Temporary				1	1%		
Denials				0	0%		
Short Term				0	0%		

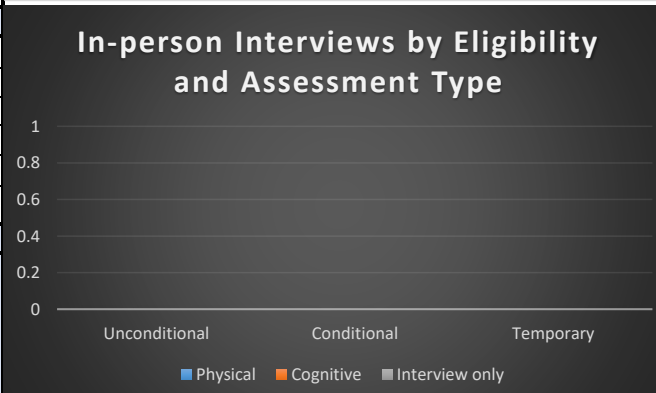
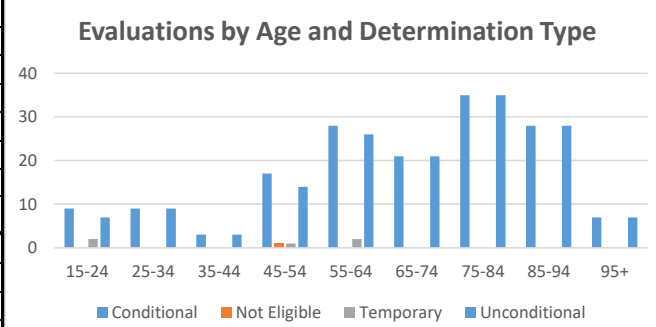
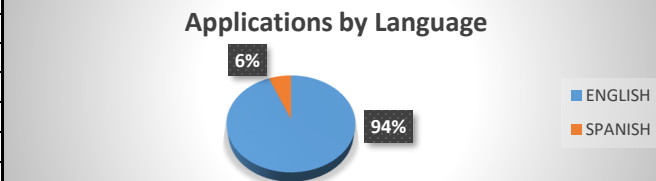


Sep-21				
Applications Received - GCT Area Cities	Sept	Aug	July	June
Casitas Springs	0	185	0	0
Meiners Oaks	0	0	0	0
Miramonte	0	1.5	0	0
Ojai	3	3	3	0
Oak View	0	0	0	0
Oxnard	33	37	41	24
Saticoy	0	0	0	0
Port Hueneme	3	5	6	2
Ventura	22	18	28	14
Applications Received-Valley Express Area Cities				
Fillmore	1	2	1	2
Piru	0	0	0	0
Santa Paula	5	3	4	1

## Monthly Queue Call Report (September)

	Call Count	Queue Size	Answered	Abandoned	Redirected	Disconnected	Call Count			Hold Time			To VoiceMail	Service Level
	Total In	Max	Total	Total	Total	Total	In	Out	Total	Min	Max	Avg		
Grand Total	347	2	241	21	85	0	347	195	542	0	255	3.41	85	61.96%
Sunday	5	0	0	0	5	0	5	0	5	0	0	0.00	5	0.00%
Monday	49	1	39	3	7	0	49	27	76	0	90	2.89	7	69.39%
Tuesday	85	1	67	8	10	0	85	37	122	0	255	6.09	10	70.59%
Wednesday	75	2	55	1	19	0	75	37	112	0	211	4.20	19	66.67%
Thursday	73	1	39	4	30	0	73	49	122	0	103	2.95	30	47.95%
Friday	57	1	41	5	11	0	57	45	102	0	8	0.11	11	63.16%
Saturday	3	0	0	0	3	0	3	0	3	0	0	0.00	3	0.00%

Oct-21							
		Oct	Sept	August	July	June	May
Call Center	Inbound ADA Calls	376	347	403	185	335	291
	Outbound ADA calls	243	195	197	389	218	369
	Average hold time (in seconds)	5.53	3.41	1	1.5	1	1.4
	Outbound Area Transmittals	7	5	5	5	7	5
	Inbound Area Transmittals	8	5	10	185	5	6
As of March 17th MMP closed their Camarillo office and began working remotely due to COVID-19 restrictions.							
Riders requesting service outside of Ventura County							
Riders requesting service into Ventura County							
Applications Received	Recertification	123	136	160	117	40	116
	New Applications	41	37	53	56	57	48
Total applications received: 164							
Online Applications Received: 0 (0%)							
Applications Received by Service Area	Camarillo Area	23	16	28	24	5	15
	Gold Coast Area	50	61	63	78	40	59
	Valley Express Area	11	6	5	5	3	5
	Moorpark Area	4	3	8	5	3	5
	Simi Valley Area	51	49	58	35	24	37
	Thousand Oaks	24	35	49	26	22	41
	Out of County	1	3	2	0	0	2
Completed Determinations by Evaluation Type	Complete, with Functional Evaluation	0	0	0	0	0	0
	Complete, Interview w/o Functional Evaluation	0	0	0	0	0	0
	Complete, Special Circumstance (no Interview)	26	28	34	34	43	31
	Complete, Over 85+	6	5	0	3	6	4
	Complete, Phone Interview	15	5	4	15	10	0
	Complete, Short-term Certification (60 days)	0	0	0	0	0	1
	Complete, Recertifications	110	133	152	111	38	113
Completed Determinations		157	171	190	163	97	149
Delays in Processing (Cumulative)	Due to incomplete application by client	2	5	1	0	6	5
	Pending Professional Evaluation (PE)	17	8	22	8	6	9
	Applications that failed to meet 21 day rule	0	0	0	0	0	0
	Applicants awaiting phone interviews	0	1	1	1	2	0
Assessments	Assessment Catagories	Total	CAM	VCTC	SIMI	T.O.	MPK
	With Physical Assessment	0	0	0	0	0	0
	With Cognitive Assessment	0	0	0	0	0	0
	Interview only (at assessment sites)	0	0	0	0	0	0
	No Shows	0	0	0	0	0	0
	Total in-person interviews scheduled	0	0	0	0	0	0
	Total Number of appointment days	0	0	0	0	0	0
Determinations by Eligibility				Total	%		
Unconditional (including S.C., Over 85+ , Phone interviews,short-term)				150	96%		
Conditional				1	1%		
Temporary				6	4%		
Denials				0	0%		
Short Term				0	0%		



Oct-21				
Applications Received - GCT Area Cities	Oct	Sept	Aug	July
Casitas Springs	0	0	185	0
Meiners Oaks	0	0	0	0
Miramonte	0	0	1.5	0
Ojai	1	3	3	3
Oak View	0	0	0	0
Oxnard	29	33	37	41
Saticoy	0	0	0	0
Port Hueneme	5	3	5	6
Ventura	15	22	18	28
Applications Received-Valley Express Area Cities				
Fillmore	7	1	2	1
Piru	0	0	0	0
Santa Paula	4	5	3	4

## Monthly Queue Call Report (October)

	Call Count	Queue Size	Answered	Abandoned	Redirected	Disconnected	Call Count			Hold Time			To VoiceMail	Service Level
	Total In	Max	Total	Total	Total	Total	In	Out	Total	Min	Max	Avg		
Grand Total	349	2	300	13	36	0	349	243	592	0	317	5.63	36	80.52%
Monday	62	1	55	2	5	0	62	26	88	0	317	11.72	5	85.48%
Tuesday	60	2	55	4	1	0	60	68	128	0	183	8.33	1	85.00%
Wednesday	50	1	48	0	2	0	50	19	69	0	0	0.00	2	92.00%
Thursday	72	2	61	4	7	0	72	80	152	0	211	6.17	7	73.61%
Friday	95	1	81	3	11	0	95	50	145	0	162	1.90	11	82.11%
Saturday	10	0	0	0	10	0	10	0	10	0	0	0.00	10	0.00%



Item 9

November 10, 2021

**MEMO TO: TRANSIT OPERATORS COMMITTEE (TRANSCOM)**  
**FROM: PETER DE HAAN, PROGRAMMING DIRECTOR**  
**SUBJECT: FEDERAL HIGHWAY ADMINISTRATION COMMENT REGARDING  
SUBALLOCATION OF FUNDING TO INDIVIDUAL COUNTIES**

**RECOMMENDATION:**

- Review and file.

**BACKGROUND:**

Federal law provides that the Southern California Association of Governments (SCAG), as the Metropolitan Planning Organization (MPO) for this region, must approve the Transportation Improvement Program (TIP) which designates the projects programmed for federal funding. State law passed initially in the 1970s specifically addresses the programming process in the SCAG region, by establishing six (originally four) county transportation commissions for each of the six counties. The role of county transportation commissions in developing the SCAG TIP is as follows (from PUC Section 130304):

The county transportation commission shall submit the short-range transportation improvement program prepared pursuant to subdivision (b) of Section 130303 to the multicounty designated transportation planning agency. The program shall be the county transportation commission's recommendation to the agency regarding that portion of the regional transportation improvement program with respect to short-range objectives applicable to the county under the jurisdiction of the county transportation commission. The recommended program shall be submitted to the agency in a timely fashion, and the agency shall review and adopt this portion of the regional transportation improvement program in a timely fashion, giving full explanation for any necessary revision of the county transportation commission's recommended program.

Other sections of state law provide similar provisions specifically to other multi-county MPO regions. State law also provides for the apportionment of Regional Surface Transportation Program (RSTP) and Congestion Mitigation and Air Quality (CMAQ) funds provided to the state. Federal regulations stipulate that federal Surface Transportation Block Grant (STBG) funds, which under state law are apportioned by the state through the RSTP formula, cannot be suballocated to individual jurisdictions, meaning that VCTC cannot distribute RSTP among the local jurisdictions by formula. The SCAG Federal TIP Guidelines lay out the process followed in compliance with both state and federal law, and in previous years the TIPs received federal approval based on that process being compliant.

The Federal Highway Administration (FHWA) recently sent Caltrans a letter raising the issue that several multi-county MPOs in California are violating federal regulations by suballocating STBG funds to individual "county transportation agencies" and delegating CMAQ project selection responsibilities to these agencies. Caltrans was given until October 2022 to respond that these MPOs are in compliance with the federal regulations.

**DISCUSSION:**

Over the past month VCTC staff has been in several meetings convened by regional agencies to discuss possible approaches to responding to FHWA. FHWA staff were present at one meeting and stated that there can be no restriction to an MPO's discretion to use any STBG funds in any portion of its jurisdiction, and that the procedures must clearly show project selection at the MPO level. The staff also implied that should there be any conflict in state law, that the federal regulation has precedence. These discussions are ongoing, and Caltrans has indicated that it must have a response from each MPO with a proposed approach no later than February 2022. Currently the staffs of the various MPOs and county commissions are generally of the belief that the existing process was and remains in compliance with federal and state rules and are considering possible ways to provide a better explanation of why this is so. It should be noted that the SCAG TIP development process is already underway, following the existing process. Staff will keep the committee apprised of the situation as it evolves.



Item 10

November 10, 2021

**MEMO TO:     TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC)  
                  TRANSIT OPERATORS COMMITTEE (TRANSCOM)**

**FROM:         PETER DE HAAN, PROGRAMMING DIRECTOR**

**SUBJECT:      STATUS OF SB 1 COMPETITIVE PROGRAMS**

**RECOMMENDATION:**

- Review and file.

**BACKGROUND:**

SB 1, passed in 2017, established three competitive grant programs administered by the California Transportation Commission (CTC). Thus far there have been two funding cycles for the SB 1 competitive programs. A brief summary of the three programs is as follows:

Solutions for Congested Corridors: This program provides funds for projects that use a multi-modal approach to addressing congestion. Projects must be contained in a Multi-Modal Corridor Plan, and must be nominated by a Regional Transportation Planning Agency. Funds can be used for construction only. No match is required but it is a project prioritization criterion. In the first two cycles VCTC was unable to participate due to not having the required plan. VCTC recently completed its 101 Communities Connected Plan (posted at [www.goventura.org/work-with-vctc/publications/](http://www.goventura.org/work-with-vctc/publications/)) which meets the requirements of this program, so that VCTC has become eligible to apply. Solutions for Congested Corridors funds have only been made available in two-year increments, but recently CTC staff indicated they are considering programming funds further into the future.

Trade Corridor Enhancement: Funds from this program are provided to projects that facilitate freight movement. A 30% match is required, except for projects nominated by Caltrans. VCTC's Freight Corridor Study will help identify projects that could be nominated for these funds. Ventura County has received \$107 million in Trade Corridor Enhancement funds for the Rice Avenue Grade Separation, nominated by Caltrans.

Local Partnership: This program provides funds only to agencies with access to a special local tax for transportation. There are no Ventura County agencies that qualify.

**DISCUSSION:**

VCTC staff is participating in a series of CTC workshops to develop guidelines for the third round of SB 1 funding. The CTC expects that the guidelines will be adopted in summer of 2022, with applications due in the fall. At these workshops, CTC staff has expressed interest in changing the guidelines from prior cycles, to stipulate that SB 1 program adoptions be limited to projects that have completed environmental clearance.

In particular, with regard to the Solutions for Congested Corridors program, staff will be approaching agencies with projects in the 101 Communities Connected plan regarding the ability of projects to comply with the program's requirements. These requirements potentially include:

1. Environmental clearance by Summer, 2023.
2. Contract for implementation or construction by December, 2025.
3. Pre-construction work (right-of-way and design) funded from other sources.