



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

www.goventura.org

AGENDA*

Wednesday, February 9, 2022

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/81227247108?pwd=ZWVnYVJIS2t6ZmVjMS9aZDFKaEJWdz09>

Call-In Option:

Dial: 1.669.900.6833

Webinar I.D.: 812 2724 7108

Passcode: 880831

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act to allow 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 committee members will participate in the meeting from individual remote locations, and no physical location will be open to the public for this meeting.

*Members of the public will be able to virtually view and participate in this meeting remotely. Members of the public who wish to address the committee 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 (about 2 days) 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 act 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

- *Waive the reading and approve the meeting minutes from January 12, 2022.*

ITEM 6 ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

- *Receive and file the monthly ADA Certification services report*

ITEM 7 EXPEDITED PROGRAMMING OF CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS FROM THE INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA) FOR BUS REPLACEMENT INFRASTRUCTURE

- *Recommend the Commission program \$11,770,451 in Infrastructure Investment and Jobs Act (IIJA) Congestion Mitigation and Air Quality (CMAQ) funds as recommended in the Attachment A table.*

ITEM 8 FARE CAPPING PASS PROGRAM

- *Receive and file presentation*

ITEM 9 FUTURE AGENDA ITEMS

- For Discussion

ITEM 10 ADJOURNMENT



VENTURA COUNTY TRANSPORTATION COMMISSION
TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

Wednesday, January 12, 2022
1:30 PM via ZOOM Webinar

MEETING MINUTES

MEMBERS PRESENT: Matt Miller, Gold Coast Transit District (Chair)
Ben Gonzales, City of Simi Valley (Vice Chair)
Jason Samonte, City of Camarillo
Shaun Kroes, City of Moorpark
Phil Pulley, City of Ojai
Tatiana Arnaout, City of Oxnard
Mike Houser, City of Thousand Oaks
Sergio Albarran, City of Ventura
Chris Kurgan, County of Ventura

Karly Ibrahim, CSUCI (ex-officio)
Ben Cacatian, VCAPCD (ex-officio)

MEMBERS ABSENT: City of Fillmore
City of Port Hueneme
City of Santa Paula

VCTC STAFF PRESENT: Martin Erickson, Public Transit Director
Peter De Haan, Programming Director
Aaron Bonfilio, Program Manager / Transit Contracts
Dolores Lopez, Regional Transit Planner

ITEM 1 CALL TO ORDER

Chair Miller called the meeting to order at 1:30 p.m. via Zoom Webinar.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

Chair Miller announced Gold Coast Transit District's January service change
Ms. Tatiana Arnaout, City of Oxnard, introduced herself as a new TRANSCOM member.

ITEM 3 PUBLIC COMMENT

None.

ITEM 4 AGENDA ADJUSTMENTS

None.

ITEM 5 APPROVAL OF DECEMBER MEETING MINUTES

ACTION

Albarran moved, seconded by Gonzalez, that the Committee approve the December 8, 2021 meeting minutes. The motion passed unanimously.

ITEM 6 ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

The committee received the ADA certification services program monthly update for filing.

ITEM 7 NOMINATION AND ELECTION OF OFFICERS 2022

ACTION

Houser moved, seconded by Kroes, that Gonzalez be the 2022 committee Chair. The motion passed unanimously.

ACTION

Gonzalez moved, seconded by Kroes, that Houser be the 2022 committee Vice-chair. The motion passed unanimously.

ITEM 8 CALENDAR OF MEETINGS 2022

ACTION

Houser moved, seconded by Miller, that the committee accept the 2022 calendar of meetings. The motion passed unanimously.

ITEM 9 COVID TRANSIT UPDATE

Mr. Martin Erickson, VCTC, shared with the committee that Covid-19 testing availability and turn-around times to receive results is an issue for driver availability.

ITEM 10 VENTURA COUNTY AIR QUALITY MANAGEMENT PLAN PRESENTATION

Mr. Ben Cacatian, VCAPCD, presented the VC Air Quality Management Plan including the plan's purpose; Ventura County's designation; the requirement of Transportation Control Measures (TCMs); and Reasonably Available Control Measures (RACM) which is available at www.vcapcd.org.

ITEM 11 EXPEDITED PROGRAMMING OF CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS FROM THE INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA) FOR BUS REPLACEMENT INFRASTRUCTURE

Mr. Peter De Haan, VCTC, provided a brief background summary of CMAQ project funding discussed with the committee: 1) the status and implications of the Federal Highway Administration's (FHWA) opinion of the Southern California Association of Government's (SCAG) project selection process; 2) Gold Coast Transit's experience with the difficulty in obtaining discretionary federal grants for bus replacements; 3) that EV infrastructure is eligible for CMAQ funding; and 4) the ineligibility of using the funds to retain drivers.

ACTION

Houser moved, seconded by Miller, that the committee recommend that the Commission program \$11,346,444 in Infrastructure Investment and Jobs Act (IIJA) CMAQ funds as recommended in the Attachment A table.

ITEM 12 STATUS OF FEDERAL CONGESTION MITIGATION AND AIR QUALITY (CMAQ) PROJECTS

Mr. De Haan, VCTC, reviewed with the Committee the status of obligated Federal Congestion Mitigation and Air Quality (CMAQ) projects to ensure that Federal funds do not lapse.

ITEM 13 FUTURE AGENDA ITEMS

The committee discussed adding the following items to future agendas:

- Updates on the Infrastructure Investment and Jobs Act (IIJA)
- California state transit budget
- LCTOP funding
- Electrification of vehicles
- SGR Funds and how they can be leveraged

ITEM 14 ADJOURNMENT

Chair Miller adjourned the meeting at 2:45 p.m.



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Item 6

FEBRUARY 9, 2022

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: AARON BONFILIO, PROGRAM MANAGER

SUBJECT: ADA CERTIFICATION SERVICES PROGRAM UPDATE

RECOMMENDATION:

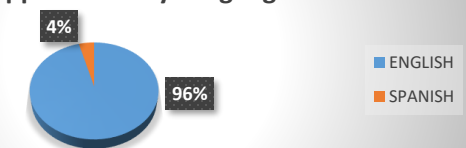
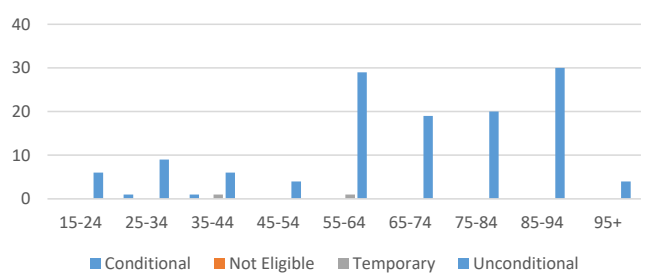
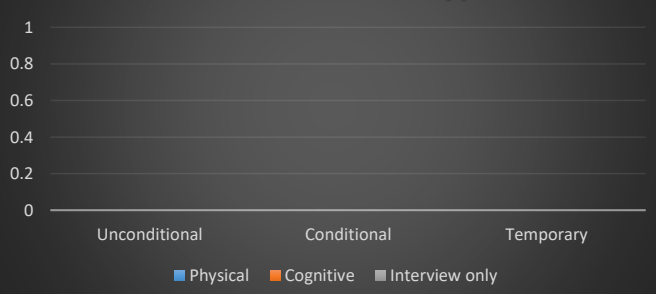
- Receive and file the monthly ADA Certification services report(s).

DISCUSSION:

Mobility Management Partners (MMP) is VCTC's service provider for ADA Paratransit Eligibility Certification services. At this time in-person eligibility interviews remain suspended due to the pandemic and ongoing surge in COVID cases.

Attached please find the monthly ADA Certification services report, which is provided as a standing item for the TRANSCOM group.

Attachment(s): MMP ADA Certification Report (January 2022)

Jan-22								
		Jan	Dec	Nov	Oct	Sept	August	As of 3/17/2020, MMP closed their Camarillo office and began working remotely due to COVID-19 restrictions.
Call Center	Inbound ADA Calls	386	369	351	376	347	403	
	Outbound ADA calls	322	201	191	243	195	197	
	Average hold time (in seconds)	TBD	TBD	6.31	5.53	3.41	1	
	Outbound Area Transmittals	7	5	4	7	5	5	
	Inbound Area Transmittals	2	8	14	8	5	10	
								Riders requesting service outside of Ventura County
								Riders requesting service into Ventura County
Applications Received	Recertification	120	86	85	123	136	160	Total applications received: 143
	New Applications	23	49	47	41	37	53	Online Applications Received: 0 (0%)
Applications Received by Service Area	Camarillo Area	14	11	10	23	16	28	Applications by Language 
	Gold Coast Area	59	47	57	50	61	63	
	Valley Express Area	6	6	12	11	6	5	
	Moorpark Area	4	2	4	4	3	8	
	Simi Valley Area	38	37	29	51	49	58	
	Thousand Oaks	22	30	19	24	35	49	
	Out of County	0	2	1	1	3	2	
Completed Determinations by Evaluation Type	Complete, with Functional Evaluation	0	0	0	0	0	0	Evaluations by Age and Determination Type 
	Complete, Interview w/o Functional Evaluation	0	0	0	0	0	0	
	Complete, Special Circumstance (no Interview)	13	33	20	26	28	34	
	Complete, Over 85+	2	3	6	6	5	0	
	Complete, Phone Interview	9	16	16	15	5	4	
	Complete, Short-term Certification (60 days)	0	0	1	0	0	0	
	Complete, Recertifications	107	85	76	110	133	152	
	Completed Determinations	131	137	119	157	171	190	
Delays in Processing (Cumulative)	Due to incomplete application by client	3	2	4	2	5	1	
	Pending Professional Evaluation (PE)	14	16	13	17	8	22	
	Applications that failed to meet 21 day rule	0	0	0	0	0	0	
	Applicants awaiting phone interviews	1	0	0	0	1	1	
Assessments	Assessment Categories	Total	CAM	VCTC	SIMI	T.O.	MPK	In-person Interviews by Eligibility and Assessment Type 
	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 for Phone Interview	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)				127	97%			
Conditional				2	4%			
Temporary				2	7%			
Denials				0	0%			
Short Term				0	1%			

Jan-22

Jan-22				
Applications Received - GCT Area Cities	Jan	Dec	Nov	Oct
Casitas Springs	0	0	0	0
Meiners Oaks	0	0	0	0
Miramonte	0	0	0	0
Ojai	2	1	7	1
Oak View	1	1	2	0
Oxnard	34	26	24	29
Saticoy	0	0	0	0
Port Hueneme	5	3	4	5
Ventura	17	16	20	15
Applications Received-Valley Express Area Cities				
Fillmore	0	0	5	7
Piru	0	0	0	0
Santa Paula	6	6	7	4



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Item 7

February 9, 2022

MEMO TO: TRANSIT OPERATORS COMMITTEE

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: EXPEDITED PROGRAMMING OF CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS FROM THE INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA) FOR BUS REPLACEMENT INFRASTRUCTURE

RECOMMENDATION:

- Recommend the Commission program \$11,770,451 in IIJA CMAQ funds as recommended in the Attachment A table.

BACKGROUND:

At last month's meeting the Committee approved \$11,346,444 of IIJA CMAQ funds, primarily for replacement buses and related infrastructure, to facilitate expedited spending of the newly available funds. This action was based on information provided by Committee members in response to an item on the prior month's agenda. However, VCTC staff did not officially notify the transit operators of the available funds, and so Ojai was unaware of the request for project proposals. Ojai has now submitted a request for \$424,007 to fund 88.57% of the cost of one electric replacement bus. Staff therefore deferred bringing the issue to the Commission for the February meeting. Staff recommends the Committee amend last month's action to increase the total CMAQ funds being programmed to \$11,770,451 to accommodate Ojai's request.

The Committee should note that Ojai already has funds to acquire an electric bus to replace its one active bus currently due for replacement. However, since it is not cost-effective for Ojai to install a fast charger, and since the replacement electric bus lacks sufficient range to cover the daily schedule, it is necessary at this time for Ojai to acquire a second electric bus to maintain its regular level of service. VCTC staff therefore recommends the Committee include this project in the recommended IIJA CMAQ expedited program.

The list of recommended projects is shown in Attachment A, with the only change being to add Ojai's requested project.

ATTACHMENT A

AGENCY	PROJECT NAME	FUNDS REQUESTED	TOTAL PROJECT COST	CMAQ RECOMMENDED	COMMENTS
Thousand Oaks	Replace two buses cost increase for EV instead of CNG	\$ 600,000	\$ 1,819,000	\$ 600,000	
Thousand Oaks	Two expansion electric buses	\$ 1,500,000	\$ 1,694,000		Consider in future call for projects.
Thousand Oaks	EV Charging Infrastructure	\$ 1,750,000	\$ 1,977,000	\$ 1,750,000	
Moorpark	Replace two buses with electric buses	\$ 1,327,950	\$ 1,500,000	\$ 1,327,950	
Gold Coast	Replace nine buses in 2022	\$ 5,678,000	\$ 6,413,000	\$ 5,678,000	
Gold Coast	Replace eight buses in 2023	\$ 5,195,000	\$ 5,872,000		Consider in future call for projects.
Gold Coast	Replace fourteen buses in 2024	\$ 9,356,000	\$ 10,575,000		Consider in future call for projects.
Simi Valley	Replace two buses	\$ 911,494	\$ 1,029,588	\$ 911,494	
Ojai	Purchase one electric bus required for ZEB conversion	\$ 424,007	\$ 478,942	\$ 424,007	
SUBTOTAL BUS INFRASTRUCTURE		\$ 26,742,451	\$ 31,358,530	\$ 10,691,451	
VCTC	Countywide Transit Outreach	\$ 636,000	\$ 636,000	\$ 636,000	Already approved in 21/22 Program of Projects
VCTC	Regional Ridesharing	\$ 443,000	\$ 443,000	\$ 443,000	
SUBTOTAL COUNTYWIDE		\$ 1,079,000	\$ 1,079,000	\$ 1,079,000	
TOTAL		\$ 27,821,451	\$ 32,437,530	\$ 11,770,451	



FEBRUARY 9, 2022

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
FROM: AARON BONFILIO, PROGRAM MANAGER
SUBJECT: FARE CAPPING PASS PROGRAM

RECOMMENDATION:

- Receive and file presentation

DISCUSSION:

At the December Transcom meeting the topic of “fare capping” was discussed as a potential “fare product” option with the VCbuspass system. Having a fare capping policy means, that once a rider using a transit fare product (such as the VCbuspass) taps or pays enough times to reach the cost of a daily, weekly, or monthly pass, they are no longer charged for any additional trips for the duration of the appropriate time-period. Fare capping policies are gaining popularity across the industry as a way to improve access to discounted fare products for those riders whom paying for a monthly pass in a single purchase may be too expensive, for example.

In the case of the VCbuspass program, we currently have 31-day Pass products available. The 31-Day passes are accepted by all participating VCbuspass transit providers, except for Camarillo Area Transit. The 31-Day passes are sold in the following denominations:

31-Day Passes	Price
Zone 1 (Intra-county) Full	\$50.00
Zone 1 (Intra-county) Reduced	\$25.00
Zone 2 (Intercounty) Full	\$130.00
Zone 2 (Intercounty) Reduced	\$65.00

In a hypothetical scenario, a fare capping policy could be implemented with the above period-passes’ pricing structure. Using the existing Zone 1 Full Fare 31-day pass as an example, if a full fare rider used their VCbuspass account to pay for \$50.00 worth of trips over the course of a given month, once they reached that point, the rider would be eligible to use their account for unlimited rides for the remainder of the month. There are additional options (time periods) to consider as well, such as a daily or weekly fare cap. Although no Day Pass or Weekly Pass products are available for purchase

today using the VCbuspass system, something like this could be added to the system, following necessary agreements regarding pricing and policy.

To further describe the potential for a fare capping policy, VCTC (Ventura County Transportation Commission) staff will provide a presentation at the Transcom meeting outlining VCbuspass system options and capabilities, potential fare policies, reimbursement formula(s), and a general update regarding VCbuspass usage and data trends since the launch July 2021.

No formal action is recommended at this time. This item is for information only to generate discussion and collect feedback from the Committee.