



VENTURA COUNTY TRANSPORTATION COMMISSION

Citizen's Transportation Advisory Committee (CTAC) /
Social Services Transportation Advisory Council (SSTAC)

Ventura County Government Center

Hall of Justice – Pacific Conference Room

800 S. Victoria Street, Ventura

www.goventura.org

Tuesday, January 9, 2024

1:30 p.m.

AGENDA

(Action may be taken on any item listed on the agenda)

ITEM 1 CALL TO ORDER

ITEM 2 INTRODUCTIONS & ANNOUNCEMENT

ITEM 3 PUBLIC COMMENT

Under the Brown Act, the committee/council should not act on or discuss matters raised during the Public Comment portion of the agenda which are not listed on the agenda. Committee/Council members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.

ITEM 4 ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Recommended Action:

- *Elect a Chairperson and a Vice Chairperson to serve a one-year term.*

Responsible Staff: Claire Grasty

ITEM 5 ACCEPTANCE OF MINUTES

Recommended Action:

- *Receive and file.*

Responsible Staff: Jeni Eddington

ITEM 6 2024 MEETING SCHEDULE

Recommended Action:

- *Receive and file.*

Responsible Staff: Aubrey Smith

ITEM 7 UPDATED OPERATING RULES

Recommended Action:

- *Approve the updates to the Operating Rules, pending any additions by VCTC legal counsel.*

Responsible Staff: Claire Grasty

ITEM 8 SB-125 TRANSPORTATION BILL UPDATE

Recommended Action:

- *For information.*

Responsible Staff: Claire Grasty

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 9 SHORT RANGE TRANSIT PLAN (SRTP) UPDATE**
Recommended Action:
• *Receive and file.*
Responsible Staff: Claire Grasty
- ITEM 10 YEARS OF SERVICE RECOGNITION FOR CTAC/SSTAC MEMBERS**
Recommended Action:
• *Recognize CTAC/SSTAC members for five-year service increments with a commendation signed by the Executive Director.*
Responsible Staff: Claire Grasty
- ITEM 11 CHAIRPERSON'S REPORT**
- ITEM 12 COMMITTEE REPORTS**
- ITEM 13 FUTURE AGENDA ITEMS**
- ITEM 14 ADJOURN TO TUESDAY, APRIL 9, 2024**

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Item 4

DATE: JANUARY 9, 2024

**MEMO TO: CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE (CTAC)
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)**

FROM: CLAIRE GRASTY, PUBLIC TRANSIT DIRECTOR

SUBJECT: ELECTION OF OFFICERS

RECOMMENDATION

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

BACKGROUND

The officers of the Citizen's Transportation Advisory Committee (CTAC) and Social Services Transportation Advisory Council (SSTAC) shall be selected from among the membership of this committee each year by its membership, who shall serve a one-year term.

The chairperson of this committee is responsible for:

1. Calling for meetings of this committee,
2. Presiding at the committee meetings,
3. Assisting with agenda preparation,
4. Reporting to the Commission when called upon to do so,
5. Establishing subcommittees as necessary, and
6. Other such duties as directed by VCTC.

The vice chairperson serves in the chairperson's absence and performs other duties as directed by them.



**CITIZENS TRANSPORTATION ADVISORY COMMITTEE (CTAC)/
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL
(SSTAC)**

Ventura County Government Center
Hall of Justice - Pacific Conference Room
800 South Victoria Avenue

**Tuesday, September 12, 2023
1:30 PM**

Item 5

MEETING MINUTES

CTAC MEMBERS PRESENT:

Miranda Patton, Camarillo (Chair)
Marissa Rodriguez, Fillmore (Vice Chair)
Beverly Dransfeldt, Camarillo
Chaise Rasheed, Thousand Oaks
Vic Kamhi, Thousand Oaks
Chera Minkler, Ventura, City
Sandra Aldana, VCTC at Large

MEMBERS ABSENT:

Nick Husher, Camarillo
Joey Juhasz-Lukomski, Fillmore
Susan Leech, Ojai
Bill Miley, Ojai
Aaron Kitzman, Thousand Oaks
Rob Corley, Ventura, City
Manuel Minjares, Ventura County

CURRENT CTAC VACANCIES:

City of Moorpark (2)
City of Oxnard (2)
City of Port Hueneme (2)
City of Santa Paula (2)
County of Ventura (1)
VCTC at Large (1)

SSTAC MEMBERS PRESENT:

None.

SSTAC MEMBERS ABSENT:

Independent Living Resource Center
Mobility Management Partners
Arc of Ventura County
Area Agency on Aging
Ventura County Caregivers
Ventura County Public Health Administration (vacant)

VCTC STAFF PRESENT:

Claire Grasty, Public Transit Director
Aubrey Smith, Regional Transit Manager
Dolores Lopez, Transit Planner

1. CALL TO ORDER

Vice Chair Rodriguez called the meeting to order at 1:41 p.m.

2. ROLL CALL

Claire Grasty announced that the operating rules and Administrative Code will be brought to the committee in January 2024.

3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA – None

4. APPROVAL OF MEETING SUMMARY – JUNE 2023

ACTION

Kamhi moved, seconded by Minkler, that the committee approve the June 2023 meeting summary. The motion passed unanimously.

5. FISCAL YEAR 2024-25 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS (UTN) SCHEDULE, PROCEDURES, AND DEFINITIONS

Dolores Lopez shared that the Unmet Transit Needs definitions were recently reevaluated using an equity lens to better support low-income communities. Claire Grasty added that the operators will also make a commitment to work towards the implementation of future service based on recurring requests.

The committee discussed microtransit, post-pandemic ridership, and extending the performance requirements from three years to four years to allow for slower recovery in the post pandemic environment, weekend service to/from Heritage Valley, and community outreach opportunities.

ACTION

Kamhi moved, seconded by Rodriguez, that the committee approve the Fiscal Year 2024-25 Unmet Transit Needs definitions and schedule accounting for microtransit and extending New Service Performance Criteria from 36 months to 60 months. The motion passed unanimously.

6. SB-125 TRANSPORTATION BILL UPDATE

Claire Grasty shared that it is estimated that in the current fiscal year, VCTC apportionments will be \$42.3 million for transit capital and operations and \$5 million for zero-emissions transit capital. She said that Ventura County's share is estimated to be another \$42.3 million for transit capital and \$8.5 million for zero-emission transit capital, subject to future budget acts. She added that VCTC staff has been compiling information for countywide projects and needs.

7. CAMARILLO RAIL STATION ADA IMPROVEMENTS

Aubrey Smith updated the committee on the Camarillo rail station ADA improvements including 1) a brief background of the station's construction, 2) historic usage, 3) the results of an ADA assessment by the Department of Justice, and 4) a status update on the project.

The committee discussed the potential for audible signage at the station for low vision or no vision passengers.

8. CHAIRPERSON'S REPORT

Miranda Patton shared that she participated in the September Commission meeting and that Caltrans and VCTC are celebrating 50 and 35 years of service, respectively. She also shared that September is Rail Safety Month and requested an e-bike safety training at a future meeting.

9. COMMITTEE MEMBER REPORTS

Vic Kamhi reported on challenges that the Santa Paula Branch Line has faced. Chaise Rasheed reported that LA Metro is now offering stored value TAP cards only (no more passes) with fare capping. Sandra Aldana requested that VCTC host hybrid meetings with standing locations across the county. Vic Kamhi shared his opinion on the role of CTAC/SSTAC in recent years. Chair Patton recommended that the CTAC/SSTAC meet with engineering staff when it comes to projects that include accessibility features.

10. ADJOURN TO JANUARY 9, 2024

Claire Grasty shared future agenda items including an MCT on the Go presentation, e-bike safety training, Short Range Transit Plan, Paratransit Study, and a Bus Stop Inventory Plan.

Vice Chair Rodriguez adjourned the meeting at 3:24 p.m.



Item 6

January 9, 2024

**MEMO TO: CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE (CTAC)
 SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)**

FROM: CLAIRE GRASTY, PUBLIC TRANSIT DIRECTOR

SUBJECT: MEETING SCHEDULE 2024

RECOMMENDATION:

Receive and file the 2024 meeting schedule.

- Tuesday, January 9, 2024
- Tuesday, April 9, 2024
- Tuesday, June 11, 2024
- Tuesday, September 10, 2024



Item 7

DATE: JANUARY 9, 2024

**MEMO TO: CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE (CTAC)
 SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)**

FROM: CLAIRE GRASTY, PUBLIC TRANSIT DIRECTOR

SUBJECT: UPDATED OPERATING RULES

RECOMMENDATION:

- Approve the updates to the Operating Rules, pending any additions by VCTC legal counsel.

BACKGROUND

At the October Commission meeting, the updated Administration Code was approved, which included updates to better align with Public Utilities Code (PUC) Section 99238. Since then, the Operating Rules have been updated to better align with PUC Section 99238 and to better reflect the work of the committee. The updated Operating Rules are attached. Any forthcoming edits received from legal counsel will be reflected and the final version will be sent to the member agencies.

Also, at the committee's request, VCTC has worked to recruit more SSTAC members. As such, VCTC has had success recruiting members from the following agencies:

- ACTION VC
- The Arc of Ventura County
- HELP of Ojai
- Housing Authoring of the City of San Buenaventura
- Mobility Management Partners
- Senior Concerns

VENTURA COUNTY TRANSPORTATION COMMISSION
CITIZENS TRANSPORTATION ADVISORY COMMITTEE (CTAC)/
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)

OPERATING RULES

I. COMPOSITION OF COMMITTEE/POLICY BOARD/PURPOSE OF THE COMMITTEE

The Citizens Transportation Advisory Committee/Social Service Transportation Advisory Council (CTAC/SSTAC) was formed in conformance with State law and at the direction of the Ventura County Transportation Commission (VCTC). Members shall serve at the pleasure of the Commission. The VCTC is the sole policy board of the CTAC/SSTAC. The purpose of the Committee/Council is to act in an advisory role to the Ventura County Transportation Commission for purposes of regional transportation planning and the identification of Unmet Transit Needs.

II. MEMBERSHIP

The membership of the CTAC/SSTAC shall be as follows:

The CTAC shall consist of two (2) representatives from each of the ten (10) cities and the county. There are two (2) "at large" members appointed by the VCTC.

The SSTAC includes representatives from social services agencies and/or the transit dependent population, appointed by the VCTC in conformance with Public Utility Code (PUC) Section 99238 which requires each transportation planning agency to establish a social services transportation advisory council. SSTAC members shall include representatives as specified by State law for:

- One (1) representative of potential transit users who is 60 years of age or older.
- One (1) representative of potential transit users who is disabled.
- Two (2) representatives of the local social service providers for seniors, including one (1) representative of a social service transportation provider, if one exists.
- Two (2) representatives of local social service providers for the disabled, including one (1) representative of a social service transportation provider, if one exists.
- One (1) representative of a local social service provider for persons of limited means.
- Two (2) representatives from the local consolidated transportation service agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists.

The VCTC can also appoint additional members at its discretion. VCTC may appoint additional representatives, including representatives of residents walking and cycling to/from transit, to participate at CTAC/SSTAC meetings and serve as an alternate for any of the statutory members, if needed.

III. METHOD OF APPOINTMENT

The members of this committee/council shall be appointed, reappointed, or removed by the members' appointing agency. All members shall serve at the pleasure of the Commission. All appointments are subject to confirmation by the VCTC, which will make every attempt to appoint members reflecting a broad range of transportation interests and social service providers representing the elderly, disabled, and persons of limited means.

IV. TERM OF OFFICE

The term of office of the CTAC membership on the CTAC/SSTAC shall be for an indeterminate period at the discretion of the Ventura County Transportation Commission.

The term of office of the SSTAC membership on the CTAC/SSTAC shall be for three (3) years and may be renewed for an additional three (3) years.

V. OFFICERS OF THE COMMITTEE/COUNCIL

The officers of this committee/council shall be Chair and Vice-Chair who shall be elected or re-elected from among the CTAC/SSTAC membership at the January meeting each year. The term of each officer shall be one (1) calendar year term.

VI. DUTIES OF OFFICERS

The Chair of this committee/council shall be responsible for:

1. Calling for meetings of this committee/council
2. Presiding at the committee/council meetings
3. Assisting with agenda preparation
4. Reporting to the VCTC when called upon to do so
5. Establishing subcommittees as necessary
6. Other such duties as directed by VCTC

The Vice-Chair of this committee/council shall be responsible for:

1. Serving in the absence of the Chair
2. Other such duties as directed by the Chair

VII. DUTIES AND RESPONSIBILITIES OF THE CTAC AND SSTAC

It shall be the duty and responsibility of this committee/council to:

1. Participate annually to identify the Unmet Transit Needs in Ventura County for transit dependent and disadvantaged persons, including the elderly, persons with disabilities, and persons of low income.
2. Review annually the Unmet Transit Needs findings in accordance with the Transportation Development Act (TDA) State law. Recommend action to be taken by the VCTC on the Unmet Transit Needs findings.
3. Review current information relative to the field of public transit.
4. Work with Ventura County entities on a variety of subregional and regional plans
5. Advise VCTC on coordination and consolidation of specialized transportation services.
6. Serve as liaisons within their respective jurisdictions.
7. Provide input to, and review of, transportation plans and programs and recommend action to the VCTC.
8. Other such duties may be requested by the VCTC.

VIII. SECRETARY OF THE CTAC/SSTAC

VCTC staff shall serve as Secretary of the CTAC/SSTAC and shall provide staff support to the committee/council.

IX. EXECUTIVE COMMITTEE

The Executive Committee shall consist of the Chairperson, Vice Chairperson and Secretary of CTAC/SSTAC.

X. QUORUM

A quorum is a majority of the members appointed to the Committee, but not more than one person per city, one person for the County, and not more than one person for each of the social service agencies on the SSTAC as actually appointed by VCTC.

In the event that a majority of members are not present at a meeting, a quorum is a majority of those members who attend the meeting.

XI. ABSENCES

If a member misses two (2) consecutive meetings, the member's appointing agency shall be notified of the absences.

XII. MEETINGS

Meetings of the CTAC/SSTAC shall be held four (4) times per year on the second Tuesday of January, April, June, and September at 1:30 p.m. at the Ventura County Government Center, or as noticed. All meetings shall be called, noticed, and conducted in the manner described in Section 54952.3 of the Government Code, also known as the "Brown Act."

XIII. VOTING

In casting votes at CTAC/SSTAC meetings, alternates can only exercise the vote of their primary member when the primary member is not in attendance. Each member has only one vote.

XIV. POWERS

The CTAC/SSTAC is created by VCTC under State law and shall have no powers of existence separate or apart from that of the Commission. The CTAC/SSTAC shall be guided in its operations, organizations, and administration by operating rules adopted by the CTAC/SSTAC from time to time.

Adopted 10/29/1974

Revised 09/22/1983

Revised 10/25/1991

Revised 12/01/1995

Revised 04/05/2019

Revised 01/09/2024

VENTURA COUNTY TRANSPORTATION COMMISSION

CITIZENS TRANSPORTATION ADVISORY COMMITTEE (CTAC)/ SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)

OPERATING RULES

I. COMPOSITION OF COMMITTEE/POLICY BOARD/PURPOSE OF THE COMMITTEE

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II. MEMBERSHIP

The membership of the CTAC/SSTAC shall be as follows:

The CTAC shall consist of ~~one two (1)(2)~~ representatives ~~and one (1) alternate~~ from each of the ten (10) cities and ~~two representatives and an alternate from~~ the county. ~~The two representatives shall consist of one (1) primary representative and (1) one alternate representative.~~ There are two (2) "at large" members appointed by the VCTC.

~~There are also representatives from social services agencies and/or the transit dependent population, appointed by the VCTC in conformance with the State Code of Regulations as the SSTAC.~~ The SSTAC includes representatives from social services agencies and/or the transit dependent population, appointed by the VCTC in conformance with the Public Utility Code (PUC) Section 99238 State Code of Regulations which requires each transportation planning agency to establish a social services transportation advisory council, as the SSTAC. SSTAC members shall include representatives as specified by State law for:

- ~~One (1)~~ representative of potential transit users who is 60 years of age or older.
- One (1) representative of potential transit users who is disabled.
- ~~Two (2)~~ representatives of the local social services providers for seniors, including, ~~if possible,~~ one (1) representative of a social service transportation senior transit provider, if one exists.
- ~~Two (2)~~ representatives of local social services providers for the disabled, including, ~~if possible,~~ one (1) representative of a social service transportation provider, if one exists.
- One (1) representative of a local social service provider for persons of limited means.
- Two (2) representatives from the local consolidated transportation service agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists, transit provider for the disabled, and
- ~~one (1) social service provider for persons of limited means.~~

The VCTC can also appoint additional members at its discretion. VCTC may appoint additional representatives, including representatives of residents walking and cycling to/from transit, to participate at CTAC/SSTAC meetings and serve as an alternate for any of the statutory members, if needed.

III. METHOD OF APPOINTMENT

The members of this committee/council shall be appointed, reappointed, or removed by the members' appointing agency. All members shall serve at the pleasure of the Commission. All appointments are subject to confirmation by the VCTC, which will make every attempt to appoint members reflecting ~~1) a broad range of transportation interests and social service providers representing the elderly, disabled, and persons of limited means, transportation interests, and/or 2) social service agencies for senior citizens, disabled, and citizens of limited means.~~

IV. TERM OF OFFICE

The term of office of the CTAC membership on the CTAC/SSTAC shall be for an indeterminate period at the discretion of the Ventura County Transportation Commission.

The term of office of the SSTAC membership on the CTAC/SSTAC shall be for three (3) years and may be renewed for an additional three (3) years.

V. OFFICERS OF THE COMMITTEE/COUNCIL

The officers of this committee/council shall be Chairperson and Vice-Chairperson who shall be elected or re-elected from among the CTAC/SSTAC membership at the October/January meeting each year by its membership. ~~The term of each officer shall be who shall serve a one one~~ (1) calendar year term.

VI. DUTIES OF OFFICERS

The eChairperson of this committee/council shall be responsible for:

1. Calling for meetings of this committee/council-
2. Presiding at the committee/council meetings
3. Assisting with agenda preparation
4. Reporting to the VCTC when called upon to do so-
5. Establishing subcommittees as necessary
6. Other such duties as directed by VCTC-

The Vice-Chairperson of this committee/council shall be responsible for: ~~Vice-Chairperson~~

1. Serving in the absence of the Chairperson
2. Other such duties as directed by the Chairperson.

VII. DUTIES AND RESPONSIBILITIES OF THE CTAC AND SSTAC COMMITTEE

It shall be the duty and responsibility of this committee/council to:

1. Participate annually to identify the Unmet Transit Needs in Ventura County for transit dependent and transit-disadvantaged persons, including the elderly, persons with disabilities, and persons of limited/low income means.
2. Review annually the Unmet Transit Needs findings in accordance with the Transportation Development Act (TDA) State law. Recommend action to be taken by the VCTC on the Unmet Transit Needs findings.
- ~~1-3.~~ Review current information relative to the field of public transit.
- ~~2-4.~~ Work with Ventura County entities on a variety of subregional and regional plans
- ~~3-5.~~ Advise VCTC on coordination and consolidation of specialized transportation services.
- ~~4-6.~~ Serve as liaisons within their respective jurisdictions.
- ~~5-7.~~ Review annually the Congestion Management Program (CMP) update Provide input to, and review of, transportation plans and programs and recommend action to the VCTC.

~~6-8.~~ Other such duties may be requested by the VCTC.

VIII. SECRETARY OF THE CTAC/SSTAC

VCTC staff shall serve as Secretary of the CTAC/SSTAC and shall provide staff support to the committee/council.

IX. EXECUTIVE COMMITTEE

The Executive Committee shall consist of the Chairperson, Vice Chairperson and Secretary of CTAC/SSTAC.

IX. QUORUM

A quorum is a majority of the members appointed to the Committee, but not more than one person per city, one person for the County, and not more than one person for each of the social service agencies on the SSTAC as actually appointed by VCTC.

In the event that a majority of members are not present at a meeting, a quorum is a majority of those members who attend the meeting.

IX. ABSENCES

If a member ~~is unexcused, not represented by an alternate, and~~ misses two (2) consecutive meetings, the member's appointing agency shall be notified of the absences.

X. MEETINGS

Meetings of the CTAC/SSTAC shall be held four (4) times per year on the second Tuesday of ~~the month~~ January, April, June, and September at 1:30 p.m. at the Ventura County Government Center, or as noticed. All meetings shall be called, noticed, and conducted in the manner described in Section 54952.3 of the Government Code, also known as the "Brown Act."

XI. VOTING

In casting votes at CTAC/SSTAC meetings, alternates can only exercise the vote of their primary member when the primary member is not in attendance. Each member has only one vote. ~~In the absence of a member, the designated alternate may vote in one member's place.~~

XII. POWERS

The CTAC/SSTAC is created by VCTC under State law and shall have no powers of existence separate or apart from that of the Commission. The CTAC/SSTAC shall be guided in its operations, organizations, and administration by operating rules adopted by the CTAC/SSTAC from time to time.

Adopted 10/29/~~19~~74
Revised ~~09~~/22/~~19~~83
Revised 10/25/~~19~~91
Revised 12/~~01~~/~~19~~95
Revised ~~04~~/~~05~~/2019
Revised 01/09/2024



Item 9

DATE: JANUARY 9, 2024

MEMO TO: CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE (CTAC)
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)

FROM: CLAIRE GRASTY, PUBLIC TRANSIT DIRECTOR

SUBJECT: SHORT RANGE TRANSIT PLAN

RECOMMENDATION:

- For Discussion

BACKGROUND

The Ventura County Transportation Commission (VCTC) is developing a Short Range Transit Plan (SRTP) on behalf of nine of the County's public transit operators. The SRTP serves as a guiding document for VCTC and these operators for the next nine years. The SRTP will identify the status and outlook of transit service in the region and the impacts of varying levels of transit service funding. The SRTP will provide actionable strategies to improve service and the experience for riders, attract new riders, develop data to advocate for transit funding, and consider tradeoffs based on different future funding scenarios.

VCTC has hired the consultant team of Fehr & Peers with AMMA Transit Planning to undertake this effort. The participating transit programs include Camarillo Area Transit, Connect Intercity Dial-a-Ride, Kanan Shuttle, Moorpark City Transit, Ojai Trolley, Simi Valley Transit, Thousand Oaks Transit, VCTC Intercity, and Valley Express.

Public engagement with riders, non-riders, city and transit agency staff and community leadership will lead the development of the SRTP, and the recommendations will be informed by community input as well as analysis of travel patterns, existing services, fare structures, capital infrastructure investments, marketing efforts, cost/revenue projections, and adopted plans. The SRTP will consider each community transit service independently as well as collectively as part of the region. While Gold Coast Transit District (GCTD) will not be part of this SRTP as they are currently conducting their own, items that come out of their SRTP will be included into this plan.

This 18-month project will include the following process and elements:

Existing Conditions: November - March 2024 - Existing service review and market assessment:
Analyzing local conditions of each community, the transit operations, and general travel patterns.
Engagement to identify issues; Meetings and focus groups with transit operator and agency stakeholders;

rider focus groups, community workshops and rider and community surveying to capture the preferences, priorities and concerns for riders and the broader community.

Service Assessment: Spring 2024 - This evaluation will highlight the strengths of the existing networks as well as opportunities for improvement. Incorporates stakeholder engagement findings to provide clear context.

Service Plan Development: Spring - Summer 2024 - Develop initial options for local, commute, express, and intercity fixed-route, on-demand, and paratransit services; will estimate cost, ridership and revenue impacts of each option, as a phased set of recommendations within established budget envelopes with a range of scenarios for each agency. Engagement on developing recommendations: agency meetings; partner development workshops to build and strengthen relationships, rider focus groups and countywide community workshops to invite feedback on conceptual service plans.

Capital Plan: Summer – Fall 2024 - Prepare a ten-year capital plan, incorporating ZEB plans and various city programs already defined or in progress.

Community Engagement and Partnership Plan: Fall 2024 – Winter 2025 - Develop tools for continued, meaningful engagement of constituencies across the entire county to establish agency policy and practice that extends and expands these successes. Informed by engagement with agency stakeholders and partners.

Financial Plan: Fall 2024 – Winter 2025 - Generate a range of funding and financing options matched to specific service plans and capital projects.

Fare Analysis: Fall 2024 – Winter 2025 - Provide a holistic analysis and recommendations for the project partners, with implementable, phased actions that have clearly defined expectations and implications for revenue, ridership, and equity.

Countywide Paratransit Integration Analysis: On-going throughout study - Develop a framework for integrating paratransit services to cost-effectively and efficiently meet local and regional paratransit trip needs.

Final SRTP approved: March 2025

DISCUSSION

The consultant team will invite your input throughout this process as it will inform all elements of this Ventura County SRTP. During this meeting we anticipate discussion on the following topics:

- Introduction to this planning effort and approach.
- Perspectives on issues and existing conditions.
- Potential issues and opportunities cities/agencies are exploring.
- Engagement schedule and partnering with this effort to host and promote input opportunities.
- Data needs from agencies to support our analysis and recommendations.



Item 10

January 9, 2024

**MEMO TO: CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE (CTAC)
 SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)**

FROM: CLAIRE GRASTY, PUBLIC TRANSIT DIRECTOR

SUBJECT: YEARS OF SERVICE RECOGNITION FOR COMMITTEE MEMBERS

RECOMMENDATION:

Recognize CTAC/SSTAC members for five-year service increments with a commendation signed by the VCTC Executive Director.

DISCUSSION:

To recognize the efforts and dedication of our committee members, VCTC staff has identified those CTAC/SSTAC members that have reached a five-year milestone. VCTC's volunteers and committee members are the backbone of the organization, and the organization is fortunate to have you. VCTC recognizes the time and energy our members commit to the mission of VCTC. We are truly appreciative of your service to the organization and thank you for your continued commitment to VCTC.

A signed commemorative certificate will be provided for each CTAC/SSTAC member with five or more years recognizing their years of service.

The following committee members are recognized:

Five Years: Mike Culver (2014)
 Chaise Rasheed (2016)
 Marissa Rodriguez (2017)
 Jason Sagar (2017)

Ten Years: Robert Corley (2014)
 Chera Minkler (2010)
 Miranda Patton (2009)