



**VENTURA COUNTY TRANSPORTATION  
COMMISSION**

**Transit Operators Advisory Committee  
(TRANSCOM)**

**VCTC Large Conference Room**

**751 East Daily Drive, Suite 420**

**Wednesday, April 9, 2025**

**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 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 facts or to be placed on the subsequent agenda for consideration.

**ITEM 4      AGENDA ADJUSTMENTS**

**ITEM 5      MEETING MINUTES**

**Recommended Action:**

- For discussion.

**Responsible Staff: Dolores Lopez**

**ITEM 6      SHORT RANGE TRANSIT PLAN/PARATRANSIT INTEGRATION  
ANALYSIS UPDATE**

**Recommended Action:**

- For discussion.

**Responsible Staff: Aubrey Smith**

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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.

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- ITEM 7      FISCAL YEAR 2025-26 TRANSPORTATION DEVELOPMENT ACT  
UNMET TRANSIT NEEDS ASSESSMENT**  
**Recommended Action:**
- Approve the Fiscal Year 2025/2026 Unmet Transit Needs Findings.
- Responsible Staff: Dolores Lopez**
- ITEM 8      SNYCROMATICS MAINTENANCE PLAN**  
**Recommended Action:**
- Verbal update, for discussion.
- Responsible Staff: Matt Miller**
- ITEM 9      ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE**  
**Recommended Action:**
- Receive and file.
- Responsible Staff: Dolores Lopez**
- ITEM 10     FUTURE AGENDA ITEMS**  
**Recommended Action:**
- For discussion.
  - RideCo Eligibility Portal Update
- Responsible Staff: Aubrey Smith**
- ITEM 11     ADJOURN TO WEDNESDAY, MAY 14, 2025 AT 1:30 P.M.** in the VCTC  
Large Conference Room at 751 East Daily Drive #420 in Camarillo.

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**VENTURA COUNTY TRANSPORTATION COMMISSION**  
**Transit Operators Advisory Committee (TRANSCOM)**  
**VCTC Large Conference Room**  
**751 East Daily Drive, Suite 420**  
Wednesday, March 12, 2025  
1:30 p.m.

## **MEETING MINUTES**

**ITEM 1**      **CALL TO ORDER** – Chair Salas called the meeting to order at 1:30p.

**ITEM 2**      **INTRODUCTIONS & ANNOUNCEMENT**- There were none.

**MEMBERS PRESENT:**    Lydia Salas, City of Camarillo (Chair)  
Michelle Woomer, City of Moorpark  
Vic Kamhi, City of Simi Valley  
Austin Novstrup, Gold Coast Transit District  
Cynthia Duque, Gold Coast Transit District  
Martin Rodriguez, Gold Coast Transit District  
Tyler Nestved, City of Thousand Oaks  
Susana Arroyo, County of Ventura  
Matt Miller, VCTC Intercity

**MEMBERS ABSENT:**    City of Fillmore  
City of Oxnard  
City of Ojai  
City of Port Hueneme  
City of Santa Paula  
City of Ventura

**EX OFFICIO PRESENT:**   Holly Galbreath, VC Air Pollution Control Dist.

**EX OFFICIO ABSENT:**    CSU Channel Islands

**VCTC STAFF PRESENT:** Claire Grasty, Public Transit Director  
Peter De Haan, Director of Programming  
Erin Kenneally, Transit Planner  
Geiska Velasquez, Programming Manager  
Heather Miller, Programming Manager

**ITEM 3**      **PUBLIC COMMENT** – There were no public comments.

**ITEM 4**      **AGENDA ADJUSTMENTS** – There were None.

**ITEM 5      MEETING MINUTES** – The committee received the March meeting minutes.

**ITEM 6      OPIOD RESCUE PROGRAM** –  
The committee received a presentation from Brad Friday, Ventura County Behavioral Health, COAST Administrator. Mr. Friday gave a presentation regarding the OPIOD Prevention Program, OPIOD Overdose Response.

**ITEM 7      VCTC PROJECT PRIORITIZATION FRAMEWORK FOR THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) REGIONWIDE CALL FOR PROJECT NOMINATIONS FOR SURFACE TRANSPORTATION BLOCK GRANT (STBG) AND CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDING**

Geiska Velasquez, Project Manager, Programming provided an update on the VCTC project prioritization framework for the SCAG regionwide Call for Project nominations for Surface Transportation Block Grant (STBG) and Congestion Mitigation and Air Quality (CMAQ) Funding. She stated SCAG would be holding two virtual workshops this month and VCTC would be hosting a workshop on March 25<sup>th</sup> regarding SCAG Call-for-Project Nominations for STBG and CMAQ Funding at the City of Camarillo Library.

**Action:**

Tyler Nestved moved the motion recommending the Commission approve the VCTC project prioritization framework and submit to SCAG. The motion was seconded by Susanna Arroyo and passed unanimously.

**ITEM 8      FY 2024/25 LOW CARBON TRANSIT OPERATIONS PROGRAM ALLOCATION**

**Action:**

Tyler Nestved moved a motion to approve recommendation to VCTC for Fiscal Year 2024/2025 Low Carbon Transit Operations Program (LCTOP) allocation request of \$2,129,456 in regional funds and \$26,184 in local shares from the cities of Moorpark, Camarillo and Thousand Oaks for a total allocation request of \$2,155,640 for Ventura County's "Free Fare" program. The motion was seconded by Michelle Woomer and passed unanimously.

**ITEM 9      ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE**

Claire Grasty, Transit Director, reported VCTC is working to transition to an ADA mobility portal through RideCo as this was an option which will allow VCTC to have a more modern database.

The committee received the ADA Certification Services Program monthly update.

**ITEM 10      REVISION TO JOBS ACCESS REVERSE COMMUTE (JARC) PROGRAM**

**Action:**

Vic Kamhi moved a motion that VCTC recommend approving reprogramming a total of \$50,000 in unexpended JARC balance from the Free-Low Income Transit Passes to the Thousand Oaks Employee Rideshare Vehicle. The motion was seconded by Michelle Woomer and the motion passed unanimously.

**ITEM 11      FUTURE AGENDA ITEMS- None.**

**ITEM 12      ADJOURNMENT- Chair Salas adjourned the meeting at 2:49 p.m.**



Item 7

April 9, 2025

**MEMO TO:** TRANSCOM

**FROM:** DOLORES LOPEZ, TRANSIT PLANNER  
AUBREY SMITH, REGIONAL TRANSIT PLANNING PROGRAM MANAGER

**SUBJECT:** FISCAL YEAR (FY) 2025/26 TRANSPORTATION DEVELOPMENT ACT (TDA)  
UNMET TRANSIT NEEDS (UTN) FINDINGS

**RECOMMENDATION:**

- Approve the Fiscal Year 2025/2026 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 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-comment threshold for fixed route or the 10-comment threshold for dial-a-ride service and fall into one of the following categories:

- 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 (see attachment).

In December of 2023, the Commission refined the definition of Unmet Transit Need to bolster our dedication to advancing the UTN process, particularly for those in disadvantaged areas. By adopting the Median Household Income (MHI) standard for a low-income threshold, the Commission aims to not just maintain the 10 and 15 comment thresholds but to prioritize improvements that meet these criteria while giving special attention to requests from low-income areas that might fall below this threshold. Additionally, for comments that meet the 10 or 15 comment threshold but are considered "Unreasonable to Meet", the agency tasked will pledge to evaluate the proposed service and explore funding for a pilot. Furthermore, the timeline for assessing passenger per hour performance has been increased from 36 to 60 months, endorsing a more comprehensive approach to evaluating new service efficacy over an extended period.

### **Public Input Process**

The public comment period for the Fiscal Year 2025-2026 Unmet Transit Needs process was held between December 15, 2024 and February 15, 2025 with comments received throughout the year, but outside of the public comment period included in the analysis.

Each year, VCTC uses a variety of channels to promote and solicit public comments 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.

A total of 142 comments were received, primarily through surveys (108). Additional comments came via email (19), community meetings (11), letters (2), social media (1), and phone (1). Individual respondents often provided multiple comments within a single submission.

This total is noticeably lower than last year's, in part because outreach efforts this year were concentrated on the areas directly addressed in the analysis, rather than include the Gold Coast Transit and Simi Valley Transit service areas which were previously included. Consequently, reduced engagement was observed in those service areas. Another likely factor is survey fatigue, given the number of recent outreach efforts, including the Short Range Transit Plan (SRTP), the Paratransit Analysis, and the Coastal Express Rider Survey. While feedback from those efforts was reviewed, it was not included in this assessment, as it did not meet the criteria for Unmet Transit Needs.

### **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 15-comment threshold for fixed route service 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.

Public feedback garnered through the current year's analysis for transit services demonstrated strong interest in enhancing connectivity between transit lines and operators, along with increasing service frequency throughout Ventura County. These comments consistently highlighted the community's desire for more connected, accessible, and frequent local transportation options.

One of the most notable trends in this year's feedback was the increased number of requests for expanded Sunday and evening service. Respondents from cities such as Thousand Oaks, Camarillo, Ventura, and Simi Valley expressed that the lack of service during these times presents a significant barrier to accessing employment, religious services, shopping, civic meetings, and recreational activities.

Comments also emphasized the need for improved regional connections to Santa Barbara, Goleta, and Carpinteria, with a particular focus on restoring pre-pandemic rail schedules.

The Fillmore–Moorpark route, long identified as one of the most requested service improvements, was successfully implemented in August 2024 through a joint effort by VCTC and Valley Express. This new direct route addressed a critical gap in the regional network, reducing the need for transfers and significantly shortening travel times. Ongoing feedback related to this corridor points to continued interest in enhancing the service and adding additional stop locations.

Requests for new service between Fillmore/Piru and Santa Clarita continue to appear in public input. These comments typically focus on direct connections to Santa Clarita/Valencia for shopping and employment, as well as expanded service along Highway 126. Fleet capacity, route costs, labor, and configuration need to be addressed for service to Santa Clarita/Valencia. VCTC continues to explore the possibility of a potential partnership with Santa Clarita Transit for service from Fillmore.

Although these requests fell short of the required 15 comments to be considered as Unmet Transit Needs, they indicate significant public demand. Recognizing the community's need, our staff will collaborate with partner agencies to explore potential service additions in the future, aiming to address these identified gaps and enhance overall transit accessibility.

The most common comments that are not considered Unmet Transit Needs this year are related to expanded service to various Los Angeles County and Santa Barbara County locations and airports, rail service improvements, VCTC Intercity service improvements, and Gold Coast Transit District service improvements. The comments highlight a community in need of transit services that are more connected, frequent, accessible, and responsive to their varied daily schedules and destinations. Among these, the demand for extended service hours into late evenings and Sunday service is prominent, reflecting a shift towards using transit for leisure activities and accommodating non-traditional work schedules. All comments received are essential for future planning in Ventura County and comments that have decent support and have been brought up over the years are taken into consideration for future planning purposes.

## **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 May 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.





**Item 9**

**DATE:** APRIL 9, 2025

**MEMO TO:** TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

**FROM:** DOLORES LOPEZ, REGIONAL TRANSIT PLANNER

**SUBJECT:** ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

**RECOMMENDATION:**

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

**DISCUSSION:**

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

Attached are the ADA Paratransit Certification Services Reports from MMP for review at this TRANSCOM meeting.