VENTURA COUNTY TRANSPORTATION COMMISSION
Transit Operators Advisory Committee (TRANSCOM)
VCTC Large Conference Room
751 East Daily Drive, Suite 420
Wednesday, December 10, 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 & 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 facts or to be placed on the subsequent agenda for consideration.

ITEM 4   **AGENDA ADJUSTMENTS**

ITEM 5   **MEETING MINUTES**
Recommended Action:
- Receive and file.
Responsible Staff: Cecilia Perez, Administrative Assistant

ITEM 6   **2026 TRANSCOM MEETING DATES**
Recommended Action:
- Approve the 2026 Transcom meeting schedule.
Responsible Staff: Cecilia Perez, Administrative Assistant

ITEM 7   **DRAFT 2025-2034 SHORT RANGE TRANSIT PLAN**
Recommended Action:
- Receive and file.
Responsible Staff: Aubrey Smith, Program Manager

ITEM 8   **SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) AWARDS FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ) AND SURFACE TRANSPORTATION BLOCK GRANT (STBG) FUNDS**
Recommended Action:

- Receive and file.

Responsible Staff: Geiska Velasquez, Program Manager

ITEM 9   **USE OF INTEREST FROM SB 125 FUNDS FOR FREE FARE PROGRAMS**
Recommended Action:

- Consider approval of using interest earned from SB125 state grant funds to support the Ventura County Free Fare Program.
- Consider reimbursing general purpose dial-a-ride and microtransit rides at 50% of the full fare.

Responsible Staff: Claire Grasty, Director of Public Transit

ITEM 10   **TRANSIT INTEGRATION AND EFFICIENCY STUDY (TIES) UPDATE**
Recommended Action:

- Receive and file.

Responsible Staff: Claire Grasty, Director of Public Transit

ITEM 11   **ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE**
Recommended Action:

- Receive and file.

Responsible Staff: Dolores Lopez, Transit Planner

ITEM 12   **FUTURE AGENDA ITEMS**

- Paratransit Integration Analysis

Responsible Staff: Claire Grasty, Director of Public Transit

ITEM 13   **ADJOURN TO WEDNESDAY, JANUARY 14, 2026, AT 1:30 P.M.** in the VCTC Large Conference Room at 751 East Daily Drive #420 in Camarillo.

VENTURA COUNTY TRANSPORTATION COMMISSION
Transit Operators Advisory Committee (TRANSCOM)
VCTC Large Conference Room
751 East Daily Drive, Suite 420
Wednesday, October 8, 2025
1:30 p.m.

MEETING MINUTES

MEMBERS PRESENT:	Lydia Salas, Chair, City of Camarillo
	Austin Novstrup, Gold Coast Transit District (GCTD)
	Michelle Woomer, City of Moorpark
	Ben Gonzales, City of Simi Valley
	Tyler Nestved, City of Thousand Oaks
	Sergio Albarran, City of Ventura
	Matt Miller, VCTC Intercity
MEMBERS ABSENT:	City of Fillmore
	City of Ojai
	City of Oxnard
	City of Port Hueneme
	City of Santa Paula
	County of Ventura
EX OFFICIO PRESENT:	Clarissa Marostica, 211 Ride
	Brenda Craig, Mobility Management Partners
	Holly Galbreath, VC Air Pollution Control Dist.
EX OFFICIO ABSENT:	CSU Channel Islands
VCTC STAFF PRESENT:	Claire Grasty, Director of Public Transit
	Vanessa Shoenewald, Programming Director
	Heather Miller, Program Manager
	Aubrey Smith, Program Manager
	Andrew Kent, Program Manager
	Geiska Velasquez, Program Manager
	Dolores Lopez, Transit Planner
	Erin Kenneally, Transit Planner
	Hayden Balsys, VCTC Intern

1. CALL TO ORDER – Chair Lydia Salas called the meeting to order at 1:31 p.m.

2. INTRODUCTIONS & ANNOUNCEMENTS
Claire Grasty announced that it is Rideshare week and there is an opportunity to win an REI gift card for pledging to ride-share.

_____
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.

Vanessa Schoenewald announced that she received information from Caltrans regarding final ruling on changes for the DBE program and will send out more information.

Ben Gonzales announced that Simi Valley released their RFP for bus electrification infrastructure and they are hiring a consultant to lead that project.

Geiska Velasquez thanked operators for informational site visits and announced that amendments will be done in November so please get any other information to her by the end of October.

Erin Kenneally requested updated schedules from operators and that operators send in any College Ride and Youth Ride numbers and invoices as soon as possible. The new Coastal Express routing and schedule will go into effect on November 3rd which includes service to Santa Barbara airport and extending service further into Goleta.

Dolores Lopez announced that the bus stop improvement project is under way and will coordinate a stakeholders engagement workshop. Will reach out to public works department and operators to get feedback.

Aubrey Smith announced that he is planning to issue an invitation for bids (IFB) for construction for Americans with Disabilities Act (ADA) improvements to the Camarillo rail station.

3. **PUBLIC COMMENT** - None

4. **AGENDA ADJUSTMENTS** - None

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

6. **APPROVE FISCAL YEAR 2025/26 PROGRAM OF PROJECTS**
Heather Miller provided an update on the 2025-2026 Program of Projects (POP) which provides the public an opportunity to comment on Federal funded transit projects in the county. This will go to the Commission on November 7th and then once approved the Federal Transportation Improvement Program (FTIP) will be amended to include the projects.

> **Action:**
> **Austin Novstrup moved to approve the 2025-2026 Program of Projects for Federal transit operating, planning and capital assistance for Fiscal Year (FY) 2025/26, seconded by Ben Gonzales.**
> **Motion approved unanimously.**

7. CLEARGUIDE ROUTE ANALYSIS DEMONSTRATION

Andrew Kent introduced Drew and Megan from Iteris who provided a demonstration on using Clearguide for route analysis which is provided by VCTC for free to the operators and cities. Andrew stated that they are evaluating the use of the program, tools and engagement. If training is needed please reach out. Iteris is also working to establish office hours for support.

8. SYNCROMATICS CONTRACT UPDATE

Matt Miller provided an update on Syncromatics, noting that the original contract is up next month and would like to extend the contract for three base years with an option for two additional years. There were questions by the committee which were discussed including adding other language options for the internal announcements and messages. Claire stated that regarding replacing equipment, we can re-visit this and discuss funds to amend contract.

9. TRANSIT TRANSFORMATION TASK FORCE UPDATE

Claire Grasty provided an update regarding Transit Transformation Task Force (TTTF) and noted that meetings have concluded and are submitting reports to the Legislature. She gave a brief overview of the tranches which are contained in the attachment from SCAG and recommends that operators review them and let her know if there are any issues or questions.

10. ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

Dolores Lopez provided the ADA certification report for September. MMP continues to work through the online certification portal with RideCo.

11. FUTURE AGENDA ITEMS
- Short Range Transit Plan
- Paratransit Integration Analysis

12. MEETING WAS ADJOURNED AT 3:02 P.M.

Next scheduled meeting is Wednesday, November 12, 2025, at 1:30 p.m. in the VCTC Large Conference Room at 751 East Daily Drive #420 in Camarillo.

December 10, 2025

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT

SUBJECT: 2026 TRANSCOM MEETING SCHEDULE

RECOMMENDATION

- That the Committee approve the 2026 TRANSCOM meeting schedule with meetings to be held at 1:30 p.m. on the second Wednesday of every month except August (dark) and November (holiday) in the Ventura County Transportation Commission Large Conference Room at 751 East Daily Drive, Suite 420 in Camarillo.

DISCUSSION:

The following is the 2026 meeting schedule for the committee's benefit. This schedule continues the practice of meeting on the second Wednesday of the month with the committee being dark in August and November moved to the first Wednesday of the month due to Veterans Day.

January 14	April 8	July 8	October 14
February 11	May 13	August – DARK	November 4
March 11	June 10	September 9	December 9

December 10, 2025

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: AUBREY SMITH, PROGRAM MANAGER – REGIONAL TRANSIT PLANNING

SUBJECT: DRAFT 2025-2034 SHORT RANGE TRANSIT PLAN

RECOMMENDATION:

- Receive and file draft 2025-2034 Short Range Transit Plan (SRTP)

BACKGROUND:

The Ventura County Transportation Commission (VCTC) initiated the SRTP to provide a comprehensive evaluation of transit services across the County and to develop strategies for improving mobility over the next decade. This effort responds to declining ridership trends, rising operating costs, and the need for better regional integration. The SRTP builds prior planning efforts, including the VCTC Strategic Plan, Transit Integration & Efficiency Study (TIES), and Zero-Emission Bus (ZEB) Rollout Plans, Coordinated Plan, and incorporates extensive public engagement conducted between 2023 and 2025.

DISCUSSION:

The SRTP highlights that Ventura County's transit network is geographically extensive, with fixed-route and dial-a-ride services available in all jurisdictions. Rider satisfaction remains high, particularly regarding safety and operator courtesy. However, ridership has declined significantly compared to pre-pandemic levels, largely due to service reductions in frequency and span, lack of coordination between providers, and limited marketing.

The findings indicate that fixed-route service remains essential. The SRTP determined that improvements can be achieved through reallocating resources and enhancing route design. Key opportunities include expanding service hours, improving schedule consistency, and strengthening connections between local and regional routes. The SRTP analysis determined that fixed route service should not be supplanted by demand-response or microtransit service. Instead those services should complement fixed-route service in areas that are difficult to serve or during low-demand periods. The SRTP also emphasizes that successful transit depends on predictable, frequent service and coordinated operations across agencies.

Countywide Strategies

The SRTP recommends a phased approach to revitalizing transit service throughout the county which include:

- **Near-Term:** Align all agencies to a common annual planning cycle, implement consistent clockface headways, extend service spans, and improve timed transfers to regional transit operators (i.e. VCTC Intercity and Metrolink).

- **Medium-Term:** Introduce uniform weekend service, consolidate procurements, and coordinate zero-emission fleet transitions.
- **Long-Term:** Move toward administrative consolidations to reduce duplication and improve regional integration as recommended in the TIES.

Additional strategies include marketing campaigns, travel training, and partnerships with schools, employers, and community organizations. The SRTP also proposes a countywide fare structure with uniform base fares, premium pricing for microtransit services, and fare capping to improve equity for riders.

Community-Specific Recommendations

The SRTP provides tailored recommendations for the following operators:

- **Camarillo:** Replace the current fixed-route with two bi-directional loops, maintain the Trolley, explore tiered Dial-a-Ride (DAR) pricing, and improve connectivity to Metrolink.
- **Moorpark:** Streamline fixed-route service to a central loop, adjust microtransit pricing, and explore future Moorpark-Thousand Oaks route.
- **Simi Valley:** Maintain current routes in the near term, refine schedules for consistency, and plan for long-term investment in a more robust network.
- **Thousand Oaks:** Improve frequency and span, enhance regional connectivity, and prepare for zero-emission fleet transition.
- **Valley Express:** Redesign fixed-route services in Santa Paula and increase to regular all-day operation, combine existing Fillmore loop with Fillmore-Moorpark route, and continue hourly operation.
- **VCTC Intercity:** Streamline routes, add infill stops, and expand bi-directional service on key corridors, including Highway 126 and Coastal Express.

Financial and Capital Considerations

The SRTP anticipates cost-neutral strategies in the near term through resource reallocation, while long-term improvements will require additional investment. All agencies must plan for full compliance with CARB's Innovative Clean Transit regulation by 2040, including infrastructure for battery-electric fleets and other available near/zero-emission technologies. Stop accessibility improvements and marketing initiatives are also identified as critical components of implementation to enhance the overall rider experience.

Next Steps

Staff will incorporate committee feedback and prepare for VCTC Board consideration in January. Upon adoption, the SRTP will serve as a guiding document for annual service planning, funding strategies, and performance monitoring across the County.

December 10, 2025

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

FROM: **GEISKA VELASQUEZ, PROGRAM MANAGER**

SUBJECT: **SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) AWARDS FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ) AND SURFACE TRANSPORTATION BLOCK GRANT (STBG) FUNDS**

RECOMMENDATION:

- Receive and file

BACKGROUND:

As has been previously discussed, the STBG Program and CMAQ Improvement Program are Federal Highway Administration (FHWA) programs that provide funding for surface transportation projects, and specifically CMAQ provides funding for projects or programs that improve air quality, relieve congestion, and generate an emissions reduction in, or offer a benefit to, a nonattainment or maintenance area.

In past years VCTC was provided, per state law, with a county apportionment for these funds and would make recommendation to SCAG the projects to be programmed in the Federal Transportation Improvement Program (FTIP). As of July 1, 2023, SCAG is now responsible for conducting a regionwide request-for-project nominations process for selection of STBG and CMAQ-funded projects.

On March 31, 2025, SCAG released guidelines for the call-for-project nominations for STBG and CMAQ funds. As per these guidelines, project sponsors submitted applications by the deadline of May 16,2025. Although in 2024 SCAG distributed an incremental increase in funds, this call-for-project nominations represents the first time of utilizing this new process for prioritization and the full amount of funds for one funding cycle of two years: Federal Fiscal Year (FFY) 2026/2027 and FFY 2027/2028.

VCTC was responsible for the coordination and submission to SCAG of a Ventura County Project Prioritization Framework and a Project Nomination Package. SCAG has reviewed the Project Nomination Packages submitted by VCTC and the other County Transportation Commissions (CTCs) against the program criteria and developed a list of

prioritized projects (Attachment A) that were approved by the Transportation Committee November 6, 2025, and the SCAG Regional Council on December 4, 2025.

This information item is to communicate the awarded project list to the VCTC committees and Commission, and to identify next steps and upcoming programming actions.

This item supports the 2023 VCTC Strategic Plan Tier 2 Top Priorities including integrating the Comprehensive Transportation Plan (CTP), encouraging local partners to plan and prioritize building new bike lanes (and seeking funding for this purpose), and coordinating efforts to prioritize and submit grant applications for goods movement.

DISCUSSION:

This project selection process is SCAG's principal demonstration of a regionwide, data-driven, and performance-based project selection process fulfilling federal requirements. In accordance with the Program Guidelines, project nominations were evaluated on effectiveness in advancing federal performance measures, alignment with transportation investment priorities outlined in Connect SoCal 2024 (2024-2050 RTP/SCS), and SCAG Presidential Priorities and Objectives, thus a critical Connect SoCal implementation tool.

In collaboration with VCTC and other CTCs, SCAG is developing programming procedures that will guide post-award activity for the awarded projects. This will provide more flexibility for VCTC and project sponsors to facilitate project delivery. Procedures topics will include: FTIP programming, obligation deadlines and management, post-award changes, and regional coordination efforts. SCAG staff will return to the Regional Council (RC) for approval of these programming procedures at a near future date.

Summary of Award Recommendations:
The SCAG RC approved awarding funding for 130 projects. A summary of awards across counties is provided below.

County	Projects Requested	Funding Requested ($000s)	Fully Funded	Partially Funded	Unfunded	Total Award ($000s)
Imperial	15	$23,753	11	1	3	$11,444
Los Angeles	105	$2,027,482	23	14	68	$675,194
Orange	67	$419,734	20	15	32	$215,569
Riverside	17	$327,755	4	2	11	$152,861
San Bernardino	23	$163,325	18	1	4	$147,281
Ventura	30	$92,123	20	3	7	$47,944
Total SCAG Region	257	$3,054,172	95	35	127	$1,250,293

Project awards are split across the two funding programs:
- $615.956 million of CMAQ funding awarded.
- $634.337 million of STBG funding awarded.

With the FFY 2026/27 and FFY 2027/28 STBG/CMAQ project awards, a diverse set of multimodal transportation projects throughout the region is funded. A summary of the awards by project type is provided below.

Project Type	Award Amount ($000s)	Number of Projects
Transit and Multimodal Integration	$465,527	22
Transportation System Management and Goods Movement	$334,083	19
Clean Transportation	$200,475	25
Complete Streets	$180,279	39
System Preservation	$51,435	23
Transportation Demand Management	$14,143	3
Resilience of At-Risk Infrastructure	$4,351	1

This cycle's programming included a list of contingency projects not awarded funding at this time (Attachment C). The contingency list projects may be awarded as funding becomes available (e.g., due to an awarded project's inability to deliver within the obligation timeline or due to increased apportionment estimates). Projects that were listed on the not-recommended list may resubmit their application to be considered for funding in the next call for projects expected to take place in 2027.

Ventura County Award Recommendations:
There was a total of thirty (30) projects submitted to SCAG for review from the Ventura County region with VCTC rank and recommendation. Those 30 projects were reviewed and scored by SCAG with the following resulting funding recommendations:
- 12 projects were highly-recommended and awarded for funding ($22.6M)
- 11 projects were recommended and awarded for funding ($25.4M)
- 4 projects were recommended and placed on the contingency list
- 3 projects were not-recommended for funding at this time

The complete and detailed list of SCAG-approved and awarded projects can be found in Attachment A. The detailed list of contingency projects, in addition to the list of not-recommended projects, is on Attachment B.

Next Steps:
SCAG staff is working with project sponsors and VCTC to program these funds into the current and 2027 FTIP, which allows sponsors to begin the obligation process as soon as possible. SCAG staff will also present the Programming Procedures for these funds to the SCAG RC for review and approval.

Fiscal Impact:
There were five (5) projects awarded funding to VCTC that will be included in the VCTC budget in future years at the following approved funding amounts:
- Regional Rideshare: $443,000
- VCTC Intercity Service Expansion: $500,000
- Ventura County Adaptive Ramp Metering Feasibility Study: $531,000
- Countywide Transit Outreach: $1,387,000
- Valley Express Service Expansion: 1,169,000

SCAG Approval of Funding for Ventura County – December 5, 2025

Surface Transportation Block Grant/Congestion Mitigation and Air Quality Improvement Program Funding Awards for SCAG Selected Projects
($000s)

CTC	SCAG Ranking	Applicant Agency	Application Title	Total Funding Requested	STBG Funding Recommended	CMAQ Funding Recommended	Total Funding Recommended[1]
VCTC	Highly Recommended	City of Camarillo	Mountain Fire Adaptive Signal Infrastructure Improvement Project	$ 2,744	$ -	$ 2,744	$ 2,744
VCTC	Highly Recommended	City of Oxnard	Accessible Pedestrian Enhancements	$ 575	$ 575	$ -	$ 575
VCTC	Highly Recommended	City of Oxnard	Oxnard Boulevard Bicycle and Pedestrian Facilities	$ 1,700	$ 1,700	$ -	$ 1,700
VCTC	Highly Recommended	City of Santa Paula	Santa Paula Trail Connectivity Project: Closing the Gap to Recreation, Safety, and Mobility	$ 4,189	$ -	$ 4,189	$ 4,189
VCTC	Highly Recommended	Gold Coast Transit District	GCTD Demand Response Alternative Fuel Vehicle Replacement	$ 1,785	$ 1,785	$ -	$ 1,785
VCTC	Highly Recommended	Gold Coast Transit District	GCTD Fixed Route Fleet Modernization Phase 1	$ 5,786	$ -	$ 5,786	$ 5,786
VCTC	Highly Recommended	Gold Coast Transit District	GCTD Fixed Route Fleet Modernization Phase 2	$ 3,874	$ -	$ 331	$ 331
VCTC	Highly Recommended	Oxnard Harbor District	Port of Hueneme North Terminal Shore Power Project	$ 4,000	$ -	$ 4,000	$ 4,000
VCTC	Highly Recommended	VCTC	Feasibility Study	$ 531	$ 531	$ -	$ 531
VCTC	Recommended	City of Camarillo	Pleasant Valley Road Bike Lanes	$ 4,000	$ 4,000	$ -	$ 4,000
VCTC	Recommended	City of Ojai	Pedestrian and Bike Safety Improvements; Ojai Avenue and Maricopa Highway	$ 3,541	$ 3,541	$ -	$ 3,541
VCTC	Recommended	City of Port Hueneme	Port Hueneme Road Corridor and Enhancement Reconstruction	$ 3,983	$ 221	$ -	$ 221
VCTC	Recommended	City of Thousand Oaks	Lynn Road Bike Lane and Pedestrian Improvements	$ 2,000	$ 2,000	$ -	$ 2,000
VCTC	Recommended	City of Thousand Oaks	Thousand Oaks Transportation Center Electric Vehicle Infrastructure	$ 1,549	$ 1,549	$ -	$ 1,549
VCTC	Recommended	City of Ventura	Eastside Neighborhood Greenway	$ 6,425	$ 230	$ 425	$ 655
VCTC	Recommended	City of Ventura	Residential Street Sidewalk and HAWK Signal	$ 1,438	$ 896	$ 542	$ 1,438
VCTC	Recommended	County of Ventura	Piru Pedestrian Improvements	$ 4,700	$ 4,700	$ -	$ 4,700
VCTC	Recommended	County of Ventura	Saticoy Pedestrian Improvements	$ 4,700	$ 4,700	$ -	$ 4,700
VCTC	Recommended	VCTC	Countywide Transit Outreach Activities	$ 1,387		$ 1,387	$ 1,387
VCTC	Recommended	VCTC	Valley Express Service Expansion	$ 1,169		$ 1,169	$ 1,169

STBG/CMAQ Contingency List - SCAG Selected Projects contingent on funding becoming available.
($000s)

CTC	SCAG Ranking	Applicant Agency	Application Title	Total Funding Requested
VCTC	Recommended	City of Camarillo	Bridge Replacement at Las Posas Road and Ventura Boulevard SD-5052	$ 4,000
VCTC	Recommended	City of Simi Valley	Simi Valley Vehicle Replacement Project	$ 443
VCTC	Recommended	City of Ventura	Mills Road Pavement Rehabilitation from Loma Vista to Main	$ 3,408
VCTC	Recommended	City of Ventura	Victoria Avenue Pavement Rehabilitation from Ralston to Valentine	$ 3,387

Projects Not Recommended for Funding
($000s)

CTC	SCAG Ranking	Applicant Agency	Application Title	Total Funding Requested
VCTC	Not Recommended	City of Oxnard	US 101/Del Norte Boulevard Interchange Improvement	$ 3,099
VCTC	Not Recommended	City of Oxnard	Neighborhood Street Resurfacing	$ 13,023
VCTC	Not Recommended	County of Ventura	Hueneme Road Widening: Edison Drive to Rice Avenue	$ 3,744

December 10, 2025

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT

SUBJECT: USE OF INTEREST FROM SB 125 FUNDS FOR FREE FARE PROGRAMS

RECOMMENDATION:

- Consider approval of using interest earned from SB125 state grant funds to support the Ventura County Free Fare Program.
- Consider reimbursing general purpose dial-a-ride and microtransit rides at 50% of the full fare.

BACKGROUND:

The Free Fare Programs (FFP) of College Ride, Youth Ride Free and Free Fare Days have been incredibly popular. The programs have helped Ventura County transit agencies recover ridership after the pandemic more quickly and increase fare revenue at a time when agencies needed it most. The programs have introduced many riders, in particular young riders, to transit who may not have otherwise taken transit. However, the program is costly and exceeds revenues available to support the program.

DISCUSSION:

The FFPs currently cost a little under $3 million a year, with expenses increasing each year due to their growing popularity. Historically, these programs have been funded primarily through the Low Carbon Transit Operations Program (LCTOP), which typically provides a little over $2 million annually over the past few years. However, program costs now significantly exceed LCTOP allocations, creating a substantial funding gap. To address this shortfall, SB 125 funds have been used on a temporary basis. Compounding this challenge, Cap-and-Trade/Cap-and-Invest revenues are currently projected at only about 65% of their historical average. Furthermore, recent legislative changes to the Cap-and-Invest program prioritize funding for Tier 1 and Tier 2 categories and if revenues are insufficient to fully fund these tiers, Tier 3 programs, including LCTOP, will see substantially reduced funding.

The FFP continues to demonstrate strong popularity and consistent year-over-year growth. To ensure long-term sustainability of these programs, VCTC staff is actively pursuing all viable funding strategies, including securing eligible ongoing revenue sources such as financial contributions from colleges and the Ventura County Office of Education. In the interim, staff recommend utilizing interest earned from SB125 funds to support the FFPs as a short-term solution to bridge the funding gap and maintain program continuity.

Separately, agencies operating general purpose dial-a-ride (DAR) since the launch of the College Ride program in 2018 have historically received reimbursement for trips taken on those services. Effective May 1, 2024, VCTC executed reimbursement agreements at 75% for all operators for eligible services (local and general-purpose DAR). As microtransit services have expanded across more agencies, staff recommend for all agencies that operate general purpose dial-a-ride or microtransit be of the full fare for general purpose dial-a-ride or microtransit trips to be more equitable.

December 10, 2025

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT

SUBJECT: TRANSIT INTEGRATION AND EFFICIENCY STUDY (TIES) UPDATE

RECOMMENDATION:

- Receive and file update on the Transit Integration and Efficiency Study (TIES)

BACKGROUND:

The Transit Integration and Efficiency Study (TIES) was developed to evaluate opportunities for improving Ventura County's public transit network. The study emphasized strategies to improve economic and operational efficiencies while identifying potential opportunities for service integration across providers. The overarching goal is to grow ridership and improve the rider experience for both current and future customers of Ventura County's transit providers.

As part of the TIES process, the project team engaged in a series of activities to ensure broad input and a strong technical foundation:

- Individual Commissioner interviews
- Operator Working Group (OWG) meetings with transit partners and agency staff
- Completed an Existing Conditions report
- Conducted multiple surveys
- Held meetings with all Ventura County city managers
- Presented the TIES to most city councils
- Analyzed the latest transit trends and travel demand data (both near and medium term)

Alternatives Considered

At the October 2023 Commission meeting, staff presented three primary alternatives:

- **Alternative 1: Partial Consolidation**
    - Consolidation of Subregional demand-response (paratransit and dial-a-ride) services and Enhanced Agency Coordination

- o Consolidate East County demand-response services into the East County Transit Alliance (ECTA) as a new, formalized organization. All other agency-cities retain administrative control of fixed-routes.

- **Alternative 2: Moderate Consolidation**
  - o Consolidate all demand-response (paratransit and dial-a-ride) operations under a new countywide agency.
  - o Consolidate fixed-route services by geography: Simi Valley, Thousand Oaks, Moorpark, and VCTC East County Route would form an East County transit agency, while all remaining West County services would be consolidated into Gold Coast Transit District (GCTD).

- **Alternative 3: Full Consolidation**
  - o Consolidate all transit operations (fixed-route and demand-response) into GCTD.
  - o VCTC remains with only RTPA/Transportation Commission functions.

The Commission approved the final TIES draft, approved the adoption of Alternative 1 and the continued study of Alternative 2 with incremental implementation of Alternative 1 commencing after approval.

DISCUSSION:

The TIES Implementation Plan established a roadmap of prerequisite, key, and supporting actions spanning multiple years. Prerequisite actions are foundational steps that must be completed before other work can begin, essentially creating the conditions necessary for success (e.g. securing consensus or gathering baseline data). Key actions are the primary, high-impact tasks that directly drive progress toward the main objectives. Supporting actions are complementary tasks that enhance or enable the effectiveness of key actions. These steps were designed to ensure that integration proceeds in a deliberate, manageable, and effective way.

The 2024 Prerequisite Actions were:

- **Single Paratransit Customer Call Center**

  A countywide Paratransit Integration Analysis (PIA) is underway to assess the development of a single call center. This will improve customer access, streamline trip booking, and reduce duplicative overhead across agencies.

- **Single Transit Operating Contract**

  Staff is monitoring contracts that are up for renewal in the coming years to align with a potential future transition year. GCTD's recent decision to bring paratransit operations in-house highlights the dynamic operating environment in the county and this decision will inform next steps in this activity.

2024 Key Actions were:

- **Enhanced Utilization of Transit Operators Advisory Committee (TRANSCOM)**

  TRANSCOM will be leveraged more intentionally as the regional forum for transit service planning and coordination. The Short Range Transit Plan (SRTP) and PIA has provided the foundation for this effort through its development of existing conditions and service planning reports. Staff will continue to use TRANSCOM to review proposed service changes, maintain key connections, and expand regional connectivity for all operators.

- **Standardized Performance Reporting**

  Since FY 2013-14, all agencies have been included in Transportation Development Act (TDA) Performance Audits. Beyond the TDA Performance Audits and countywide performance

reporting, staff will continue to advance uniform reporting of operating costs and productivity metrics for all services. This data will support more detailed cost-benefit analyses of future consolidation options.

2024 Supporting Actions were:

- **Marketing Subcommittee of TRANSCOM**

  To improve local and regional outreach, staff will establish a marketing subcommittee of TRANSCOM. This group will develop and coordinate marketing strategies, campaigns, and shared messaging among agencies. The SRTP includes sections on outreach and partnerships and the PIA includes items related to this, both of which have been brought to TRANSCOM. The marketing subcommittee will be established after SRTP is completed.

- **Standardized Rider Survey**

  Consistent survey tools will be developed for fixed route, dial-a-ride (DAR), and Unmet Transit Needs (UTN) purposes. This will allow year-over-year tracking and provide comparable data across operators. A key action will be to develop a standardized rider survey that all operators can use with the ability to add one to two customized questions. Otherwise, the survey should remain mostly unchanged year to year.

  Multiple surveys were conducted as part of the SRTP, in particular one for fixed-route and one for dial-a-ride (DAR) users. Additionally, the Unmet Transit Needs (UTN) survey is released annually and questions mostly remain consistent in the questions asked. Staff will take these as a model and incorporate other operator surveys to have a countywide standardized survey for each purpose (e.g. UTN, fixed route and DAR surveys).

- **Combined Procurements**

  Staff has already leveraged joint procurements for scheduling software, Tap2Ride/Open loop Fare System, GTFS support, and bus stop amenities.

- **TDA Farebox Recovery Reform**

  Staff is actively advocating for permanent reforms to the TDA regulation to remove the farebox recovery penalty. VCTC remains increasingly engaged in this issue and believes that removing this requirement will provide Ventura County operators with greater financial stability and flexibility in operating its services. This has been an item for review by the Transit Transformation Task Force (TTTF) and by California Transit Association (CTA) committees that VCTC is on. VCTC will continue to advocate for changes that support Ventura County transit operators.

The 2025 Prerequisite Actions are:

- **Single Paratransit Customer Call Center**

  The PIA is assessing cost-sharing and operations plan.

- **Single Transit Operating Contract**

  The PIA is developing the framework to determine a lead agency for contract negotiations.

- **Consolidate Americans with Disabilities Act (ADA) Complementary Paratransit/General DAR Services**

  The PIA will identify the use of policy/interagency agreements and technical staff steering committees to develop an Memorandum of Understanding (MOU) that would formalize a model based on current ECTA paratransit operations. A roadmap for this is being developed as part of the PIA but will need to wait until the conclusion of the PIA.

The 2025 Key Actions are:

- **Standardize Paratransit and DAR Rider Operating Policies Across Agencies**

  Recommendations will be included as part of the PIA and are also occurring as a result of the demand response software.

The 2025 Supporting Actions are:

- **Complete A Countywide Fare Study**

  Staff are conducting a countywide fare analysis as part of the SRTP to explore opportunities for simplifying fares, including exploring free fares, a regional low-income fare policy, and fare capping. This is being developed in the SRTP and informing recommendations in parallel with the Tap2Ride project.

- **Designate A Social Media Manager**

  Designate a social media manager (or integrate with a countywide marketing staff strategy) to manage transit social media countywide. This will be done through the marketing subcommittee.

- **Transition To Countywide Cooperative Purchasing**

  Staff will pursue opportunities to leverage cooperative purchasing programs (such as CALACT) to promote greater fleet standardization, improve parts availability, streamline maintenance transfers, and support asset sharing as foundation for future consolidation.

  Several agencies already procure vehicles from cooperative agreements but there are opportunities for countywide purchases. However, agencies typically try to procure buses and vehicles from the same manufacturer as their existing fleet for efficiency reasons. To do this, one agency would have to change manufacturers, and that is not something that can happen easily.

- **Implement Consistent Route Type Classifications and Performance Metrics**

  This will allow agencies to determine appropriate local performance standards and service design guidelines and is an SRTP recommendation.

- **Provide A Common Service Planning Software**

  Provide a single platform for service planning to all agencies and coordinate service planning tasks between larger and smaller agencies. This initiative is planned for the future; however, current technology projects must be completed first, and additional funding will need to be identified before implementation can begin.

- **Align Performance Management Software for All Agencies**

  Align performance management software to produce reports in the same format expected from each operator. Staff will review the current technologies being used to see if they can be used for this purpose.

- **Develop A Working Definition for Equity**

  Staff will work with agency partners through TRANSCOM and the PIA development process to establish a working definition that reflects both regional and local travel needs, while establishing shared goals across agencies. This effort is anticipated to take shape over the next year as part of the coordinated planning and service integration discussions.

The 2026 Prerequisite Actions are:

- **Single Paratransit Customer Call Center**

  Staff will work on identifying and securing equipment, lease, and employment for a new facility. The PIA will recommend a number of actions that must conclude prior to this.

- **Single Transit Operating Contract**

  The lead agency is anticipated to initiate contract negotiations. The PIA will recommend several actions that must conclude prior to this.

There are no 2026 Key Actions

The 2026 Supporting Actions are:

- **Expand The Unmet Transit Needs (UTN) Process Beyond TDA Requirements**

  Expand the UTN process to address equity issues and reevaluate how to support land use priorities. The process was updated in 2023 with a refined definition of "Unmet Transit Need," including adoption of the Median Household Income (MHI) standard to prioritize requests from disadvantaged areas. While maintaining the existing 10- and 15-comment thresholds, the updated process ensures greater focus on equity by elevating needs from low-income communities, even when thresholds are not met.

- **Develop Uniform Marketing Materials and Mapping Services**

  Staff will develop standardized marketing materials and mapping services to ensure consistent messaging, branding, and wayfinding across all transit agencies in Ventura County. This effort may be implemented through a countywide contract to achieve efficiency and uniformity. The scope will include printed and digital materials, maps, schedules, and online resources, and will be further discussed and refined with agency partners and the TRANSCOM marketing subcommittee to ensure it meets the needs of both regional and local transit users.

- **Develop a Training Consortium**

  Develop a countywide training consortium focused on common skill sets across agencies. The consortium would provide standardized programs for bus operator training and licensing, vehicle maintenance, dispatching, and other critical operational functions. By sharing resources, expertise, and training facilities, the consortium aims to improve workforce consistency, enhance safety and service quality, reduce duplicative efforts, and support future operational integration among Ventura County transit providers. VCTC and the operators will further assess what this will look like in the coming year.

- **Create a Uniform Online Presence**

  Create a uniform online presence for all agencies (all services use the same web template) with standardized copy for ride guides, fares and passes developed and maintained by a single agency. This supporting action will be discussed through the marketing subcommittee though items related to fares and passes will be addressed through the SRTP fare study and Tap2Ride.

- **Leverage VCTC Staff to Support Employer/School/Institutional Partnerships**

  Leverage VCTC staff to support all agencies. VCTC staff will provide centralized support to all transit agencies in Ventura County to enhance regional coordination and operational efficiency.

Staff will also facilitate interagency collaboration through forums such as TRANSCOM, coordinate joint initiatives like marketing and technology projects, and assist with implementing countywide programs such as fare integration, shared ridership tools, and standardized policies. Recommendations related to this are included in the SRTP.

- **Explore Options for Alternative Countywide Revenue Measure**s

  Explore alternatives to the TDA to provide additional transportation funds specifically for roads or transit. Staff will evaluate if there are recommendations that come out of the TTTF that can support increased funding to transit prior to any revenue measure.

Next Steps

Through the SRTP and PIA as well as technology projects that have been implemented or are in progress, significant progress has been made on a number of the strategies outlined above. Strategies listed in 2024 and 2025 where minimal progress has been achieved and fall outside of the work conducted by the SRTP, PIA and ongoing projects are:

- Marketing Subcommittee of TRANSCOM (2024)
- Designate A Social Media Manager (2025)
- Transition To Countywide Cooperative Purchasing (2025)
- Provide A Common Service Planning Software (2025)
- Align Performance Management Software For All Agencies (2025)
- Develop A Working Definition for Equity (2025)
- Develop Uniform Marketing Materials and Mapping Services (2026)
- Create a Uniform Online Presence (2026)

The following items have demonstrated progress but still require further development or greater formalization:

- Standardized Rider Survey (2024)
- Develop a Training Consortium (2026)
- Leverage VCTC Staff to Support Employer/School/Institutional Partnerships (2026)
- Explore Options for Alternative Countywide Revenue Measures (2026)

Staff recommend creating the marketing subcommittee and through that, designating a social media manager, creating a plan to develop uniform marketing materials and mapping services and creating a uniform online presence. Staff will bring an item to Transcom in January to begin this subcommittee.

Staff would like feedback from the operators regarding their desire for common service planning software to assist in budgeting for it in the future. Likewise, staff would like to better understand performance management software being used currently. Staff will send out a survey to assist with this.

Staff would like feedback on the necessity of transitioning to countywide cooperative purchasing. We have been combining procurements where possible since the adoption of the TIES and the CalACT contracts are cooperative procurements that many operators utilize. Staff would like feedback from the operators on whether countywide cooperative purchasing would be beneficial.

Staff proposes adapting surveys used through the SRTP process to develop a standardized survey for fixed route and one for demand response that all operators can use. If agreeable, staff will send out a draft for operator review to ultimately be approved by Transcom.

VCTC has led training over the last year related to ADA and fixed route service planning. Staff would like to know from the operators what types of training would be beneficial in the future.

Staff has worked on developing relationships with the colleges, Office of Education and schools through the Free Fare Programs. Staff will continue to do so, particularly as changes are made to the College Ride program to collect better data and to help determine the path forward for the Free Fare Programs. Staff seeks feedback on particular partnerships that could be developed and be beneficial.

Exploring options for alternative countywide revenue measures will be done at the executive level, but operators are encouraged to provide feedback on this area.

Staff are looking for feedback on these items at Transcom where feasible but encourage feedback through email or additional meetings.

December 10, 2025

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: DOLORES LOPEZ, REGIONAL TRANSIT PLANNER

SUBJECT: ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE
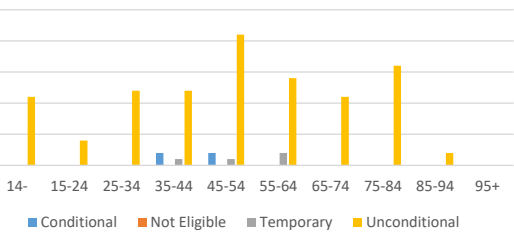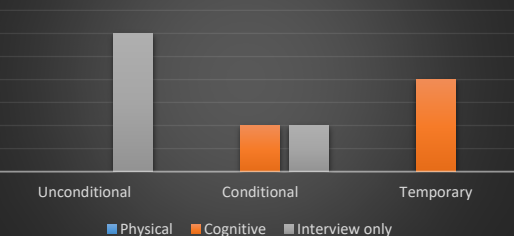
RECOMMENDATION:

- 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 is the October and November ADA Paratransit Certification Services Reports from MMP for review at this TRANSCOM meeting.

Oct-25

		Oct	Sept	August	Jul	Jun	May	
Call Center	Inbound ADA Calls	510	393	382	490	475	471	RideCo launched August 1, 2025
	Outbound ADA calls	29	73	112	61	97	120	
	Average hold time (in seconds)	0.01	0.06	0.02	0.47	0.09	0.07	
	Outbound Area Transmittals	2	1	1	1	6	11	Riders requesting service outside of Ventura County
	Inbound Area Transmittals	17	13	12	15	7	2	Riders requesting service into Ventura County
Applications Received	Recertification	47	51	21	50	60	73	Total applications received: 109
	New Applications	62	67	42	51	50	53	Online Applications Received: 0 (0%)
Applications Received by Service Area	Camarillo Area	12	13	5	8	15	9	
	Gold Coast Area	57	54	23	47	50	56	
	Valley Express Area	3	9	1	6	5	6	
	Moorpark Area	4	2	4	3	3	2	
	Simi Valley Area	17	20	15	20	18	22	
	Thousand Oaks	16	20	15	15	19	29	
	Out of County	0	0	0	2	0	2	
Completed Determinations by Evaluation Type	In-Person Interviews with Physical Assessment	0	2	2	9	6	7	
	In-Person Interviews with Cognitive Assessment	3	1	5	4	4	5	
	Special Circumstance (no Interview)	37	35	17	24	6	4	
	Over 85+ (no interview)	12	7	5	6	9	6	
	Interviews:Phone 11, In Person with Interview Only 4	15	9	22	27	31	31	
	Short-term Certification (60 days)	0	0	0	0	0	0	
	Recertifications	44	38	20	28	43	56	
	Completed Determinations	**111**	92	71	98	99	109	
	Cost per Determination	$210.37	$253.83	$328.90	$238.29	$237.33	$215.56	
Delays in Processing (Cumulative)	Due to Incomplete application by client	5	3	0	6	4	1	
	Pending Professional Evaluation (PE)	13	18	8	15	27	13	
	Applications that failed to meet 21 day rule	0	0	0	0	0	0	
	Applicants awaiting interviews	3	7	3	8	14	9	

Applications by Language (ENGLISH, SPANISH)

Evaluations by Age and Determination Type (Conditional, Not Eligible, Temporary, Unconditional)

Assessment Catagories	Total
Physical Assessment	0
Cognitive Assessment	3
Interview only with No Assessment (In-person)	4
No Shows for Interview (In-Person)	2
Total In-Person Interviews that were Cancelled	0

Assessments

In-person Interviews by Eligibility and Assessment Type (Physical, Cognitive, Interview only)

Determinations by Eligibility	Total	%
Unconditional (including S.C., Over 85+ , Phone interviews)	**103**	93%
Conditional	**4**	3%
Temporary	**4**	3%
Denials	**0**	0%
Short Term (including Emergency)	**0**	0%

Nov-25							
		Nov	Oct	Sept	August	Jul	Jun
Call Center	Inbound ADA Calls	356	510	393	382	490	475
	Outbound ADA calls	69	29	73	112	61	97
	Average hold time (in seconds)	0	0.01	0.06	0.02	0.47	0.09
	Outbound Area Transmittals	2	2	1	1	1	6
	Inbound Area Transmittals	6	17	13	12	15	7
Applications Received	Recertification	50	47	51	21	50	60
	New Applications	54	62	67	42	51	50
Applications Received by Service Area	Camarillo Area	12	12	13	5	8	15
	Gold Coast Area	47	57	54	23	47	50
	Valley Express Area	2	3	9	1	6	5
	Moorpark Area	3	4	2	4	3	3
	Simi Valley Area	18	17	20	15	20	18
	Thousand Oaks	22	16	20	15	15	19
	Out of County	0	0	0	0	2	0
Completed Determinations by Evaluation Type	In-Person Interviews with Physical Assessment	2	0	2	2	9	6
	In-Person Interviews with Cognitive Assessment	3	3	1	5	4	4
	Special Circumstance (no Interview)	47	37	35	17	24	6
	Over 85+ (no interview)	7	12	7	5	6	9
	Interviews:Phone **11**, In Person with Interview Only **3**	14	15	9	22	27	31
	Short-term Certification (60 days)	0	0	0	0	0	0
	Recertifications	37	44	38	20	28	43
	Completed Determinations	**110**	111	92	71	98	99
	Cost per Determination	$212.29	$210.37	$253.83	$328.90	$238.29	$237.33
Delays in Processing (Cumulative)	Due to Incomplete application by client	5	5	3	0	6	4
	Pending Professional Evaluation (PE)	10	13	18	8	15	27
	Applications that failed to meet 21 day rule	0	0	0	0	0	0
	Applicants awaiting interviews	2	3	7	3	8	14

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

Total applications received: 104
Online Applications Received: 0 (0%)

Applications by Language

■ENGLISH
■ SPANISH

Evaluations by Age and Determination Type

Assessment Catagories	**Total**
Physical Assessment	2
Cognitive Assessment	3
Interview only with No Assessment (In-person)	3
No Shows for Interview (In-Person)	1
Total In-Person Interviews that were Cancelled	0

Assessments

In-person Interviews by Eligibility and Assessment Type

Determinations by Eligibility	**Total**	**%**
Unconditional (including S.C., Over 85+ , Phone interviews)	**100**	91%
Conditional	**9**	8%
Temporary	**1**	1%
Denials	**0**	0%
Short Term (including Emergency)	**0**	0%