



**VENTURA COUNTY TRANSPORTATION COMMISSION
Transit Operators Advisory Committee (TRANSCOM)
VCTC Large Conference Room
751 East Daily Drive, Suite 420
Wednesday, February 11, 2026
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 ESTABLISHMENT OF TRANSIT INTEGRATION AND EFFICIENCY STUDY (TIES) IMPLEMENTATION ADVISORY AD HOC COMMITTEE TO PROVIDE RECOMMENDATIONS TO SUPPORT TRANSIT OUTREACH COORDINATION

Recommended Action:

- Approve the formation of a Transit Integration and Efficiency Study (TIES) implementation advisory ad hoc committee to provide recommendations to support transit outreach coordination

Responsible Staff: Claire Grasty, Director of Public Transit and Darrin Peschka, Program Manager – Government and Community Relations

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 7 REQUEST FOR OPERATOR APPROVAL TO UTILIZE SENATE BILL (SB) 125 INTEREST EARNINGS FOR VENTURA COUNTY'S FREE FARE PROGRAM (FFP)**Recommended Action:**

- Approve the use of regional and each operator's respective interest earnings from available SB125 interest to support the continued implementation of the Ventura County Free Fare Program.

Responsible Staff: Claire Grasty, Director of Public Transit and Aubrey Smith, Program Manager – Regional Transit Planning**ITEM 8 VENTURA COUNTY BUS STOP INVENTORY AND ASSESSMENT – PROJECT UPDATE****Recommended Action:**

- Receive information on the Ventura County Bus Stop Inventory and Assessment, including key findings from the countywide inventory and rider survey, dashboard and provide feedback.

Responsible Staff: Dolores Lopez, Regional Transit Planner**ITEM 9 ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE****Recommended Action:**

- Receive and file.

Responsible Staff: Dolores Lopez, Regional Transit Planner**ITEM 10 FUTURE AGENDA ITEMS**

- Marketing subcommittee
- Fare agreements
- Paratransit Integration Analysis

Responsible Staff: Claire Grasty, Director of Public Transit**ITEM 11 ADJOURN TO WEDNESDAY, MARCH 11, 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, January 14, 2026
1:30 p.m.**

MEETING MINUTES

MEMBERS PRESENT: Lydia Salas, Chair, City of Camarillo
Austin Novstrup, Gold Coast Transit District
Ben Gonzales, City of Simi Valley
Mary Lozano, City of Simi Valley
Tyler Nestved, City of Thousand Oaks
Sergio Albarran, City of Ventura
Matt Miller, Program Manager

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

EX OFFICIO PRESENT: Holly Galbreath, VC Air Pollution Control District

EX OFFICIO ABSENT: CSU Channel Islands

VCTC STAFF PRESENT: Darrin Peschka, VCTC
Aubrey Smith, 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 1:33 p.m.

2. INTRODUCTIONS & ANNOUNCEMENTS

Sergio Albarran announced that the City of Ventura has installed cameras at the Ventura Transit Center and they are in service. There is also an active Transportation Planner position available at the City of Ventura open until January 26th.

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.

Tyler Nestved announced that they launched their sixth route on Monday and new schedules are in place.

Austin Novstrup announced that the installation of the regional radio systems on all the buses is complete and working great. Beginning this coming weekend, they are shifting over to RideCo for demand-response dispatching.

Matt Miller notified the committee of a weekly meeting for Tap2Ride for all agencies on Tuesdays from 9-10 am for questions and information. Elavon intake forms need to be filled out and there will be another contract for the State, will send an email explanation. Reminder to please review and send in your site surveys by Friday.

Lydia Salas announced that they launched Tap2Ride on January 2nd.

Aubrey Smith requested comments on the draft SRTP by Friday, planning to take to Commission in February. Transit Equity Day decals are available and portioned out for agencies.

3. PUBLIC COMMENT - None

4. AGENDA ADJUSTMENTS - None

5. MEETING MINUTES – The committee received the December meeting minutes.

6. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

ACTION:

Ben Gonzales moved, seconded by Lydia Salas, that City of Ventura act as Chairperson and Gold Coast Transit District act as the Vice Chairperson to the Transit Operators Advisory Committee (TRANSCOM) for the 2026 calendar year.

7. SIMI VALLEY MICROTRANSIT PRESENTATION

Ben Gonzales from Simi Valley gave a presentation on their microtransit on-demand service program, fare schedule and ridership.

8. IMPLEMENTATION OF AN ANNUAL PRODUCTIVITY REPORTING AND TRANSIT SERVICE MATRIX PROCESS

Dolores informed agencies that VCTC would like to implement annual and bi-annual reporting on productivity of operations and service updates to address the Transit Development Act (TDA) Performance Audit finding, recommendation in the Transit Integration and Efficiency Study (TIES) and strategy of the VCTC Strategic Plan. The same matrix that was used previously will be emailed to the operators for completion.

The committee had questions and concerns about the report being repetitive of what they already provide.

9. ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

Dolores Lopez provided the ADA certification report for December, noted that there was a correction on the report and provided an updated document. Letty Gutierrez is taking over Brenda's position at MMP.

10. FUTURE AGENDA ITEMS

- Paratransit Integration Analysis/Demand Response Integration Plan
- Bus Stop Improvement Plan
- Marketing subcommittee
- Fare agreement
- Free Fare Program use SB125 interest

11. MEETING WAS ADJOURNED AT 2:16 P.M.

Next scheduled meeting is Wednesday, February 11, 2026, at 1:30 p.m. in the VCTC Large Conference Room at 751 East Daily Drive #420 in Camarillo.



Item 6

February 11, 2026

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT

DARRIN PESCHKA, PROGRAM MANAGER – GOVERNMENT AND

COMMUNITY RELATIONS

SUBJECT: ESTABLISHMENT OF TRANSIT INTEGRATION AND EFFICIENCY

STUDY (TIES) IMPLEMENTATION ADVISORY AD HOC COMMITTEE

TO PROVIDE RECOMMENDATIONS TO SUPPORT TRANSIT

OUTREACH COORDINATION

RECOMMENDATION:

- Approve the formation of a Transit Integration and Efficiency Study (TIES) implementation advisory ad hoc committee to provide recommendations to support transit outreach coordination.

BACKGROUND:

In 2023, the VCTC completed the Transit Integration and Efficiency Study (TIES) to evaluate opportunities for improving coordination, visibility, and usability of public transit services throughout Ventura County. A key recommendation of the TIES study emphasized the need for a unified, countywide marketing and communications approach to strengthen public awareness, improve customer experience, and support ridership growth across all transit operators.

The study identified several challenges in the current environment, including fragmented branding, inconsistent messaging, limited digital presence, and lack of coordinated outreach. To address these issues, TIES recommended that VCTC lead a more structured and collaborative outreach effort involving all Ventura County transit

operators. To determine the most effective way to implement the vision in the TIES related to outreach, staff is proposing the formation of a temporary ad hoc committee to evaluate the proposals in the TIES and formulate recommendations for TRANSCOM on how to support transit outreach coordination.

DISCUSSION:

Purpose of the TIES Implementation Advisory Ad Hoc Committee

The proposed ad hoc committee would serve as a short-term technical advisory body to TRANSCOM, focused specifically on developing recommendations on how to effectively implement the countywide outreach strategies outlined in the TIES Implementation Plan. The ad hoc committee would:

- Research and gather information on each agencies' current marketing strategies and identify opportunities for collaboration and coordination.
- Determine feasibility of designating a social media manager (or integrate with a countywide marketing staff strategy) to manage transit social media countywide.
- Determine feasibility of and recommendations for uniform marketing materials.
- Determine feasibility of and recommendations to 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.
- Provide recommendations on outreach campaigns and branding, messaging, and public-facing materials for all transit agencies.
- Provide recommendations on strategies for coordinating marketing campaigns to ensure consistency across operators.
- Provide recommendations regarding identifying opportunities for joint outreach, events, and cross-agency communication.
- Provide recommendations on VCTC's marketing priorities and annual work program items related to communications.
- Serve as a forum for sharing best practices and aligning agency-level marketing activities.

Roles and Responsibilities

Agency-Specific Participation

Each participating operator may contribute to the committee's work based on their internal structure and strengths:

VCTC's Role

- Organize meetings, prepare and maintain documentation.
- Provide technical resources such as design templates and research findings.
- Provide input on committee's work as it aligns with Commission priorities, operator considerations, and TIES implementation timelines.

Membership

Membership would be composed of up to five Transcom members, ideally involved with or responsible for outreach, communications, customer service, or planning functions within their respective agency.

Meeting Frequency

The committee would meet on as needed basis but contemplated at least monthly in order to complete the committee's work within the duration of the committee, with VCTC staff providing administrative support, recordkeeping, and facilitation. Meetings would be structured to ensure that the committee's recommendations can be provided to align with TRANSCOM schedules and major project milestones or other relevant activities. The ad hoc committee is expected to last no longer than one year and focus on the previously listed items. If there is a recommendation to create a committee to focus more broadly on long-term outreach and marketing coordination on an ongoing or permanent basis, VCTC will return to TRANSCOM with an item to consider the establishment of a long-term standing committee.

Expected Outcomes

The committee is expected to provide recommendations on how best to achieve the following outcomes based on local and regional priorities:

- Improve the visibility and clarity of transit services.
- Strengthen the customer experience through consistent branding and messaging.
- Support ridership recovery and growth through coordinated campaigns.
- Enhance collaboration among transit operators.
- Advance TIES recommendations related to integrated customer information and marketing.

After establishment of the ad hoc committee, VCTC staff will work with operators to schedule a kick-off meeting, where items such as objectives, schedules, work plans, etc. will be discussed in further detail.



Item 7

February 11, 2026

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

**FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT
AUBREY SMITH, PROGRAM MANAGER – REGIONAL TRANSIT
PLANNING**

**SUBJECT: REQUEST FOR OPERATOR APPROVAL TO UTILIZE SENATE BILL
(SB) 125 INTEREST EARNINGS FOR VENTURA COUNTY'S FREE
FARE PROGRAM (FFP)**

RECOMMENDATION:

- Approve the use of regional and each operator's respective interest earnings from available SB125 interest to support the continued implementation of the Ventura County Free Fare Program.

BACKGROUND:

Senate Bill 125 (SB 125) provided supplemental transit operating funds to transit operators statewide to address revenue shortfalls and support post-pandemic service recovery. VCTC administers SB 125 funds on behalf of Ventura County operators, consistent with the allocation formulas and reporting requirements established by the California State Transportation Agency (CalSTA).

The countywide FFP was designed to increase ridership, reduce financial barriers to transit use, and support local/regional mobility and air quality goals. The FFP continues to demonstrate strong popularity and consistent year-over-year growth. The program is funded primarily through the annual distribution of Low Carbon Transit Operations Program (LCTOP) funds and has been recently supplemented with SB125 funds.

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 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. Given ongoing challenges primarily related to costs that have exceeded available/eligible funding, additional resources are needed to continue fully supporting projected program costs.

DISCUSSION:

As part of VCTC's fund management responsibilities, SB 125 funds are held in VCTC accounts and accrue interest until disbursement. Operators also accrue interest on the SB 125 funds they have received, and the interest earned on their SB125 distributions disbursed by VCTC. In an effort to identify ways to utilize eligible funding without impacting operators, staff reached out to the California State Transportation Agency (CalSTA) to confirm whether the utilization of interest accumulated from SB125 funds would be an eligible expense. CalSTA staff confirmed that interest can be applied to any previously approved project or a new project that is eligible per the Transit and Intercity Rail Capital Program (TIRCP) guidelines. Interest earnings from SB 125 funds represent an eligible and appropriate funding source for funding the Free Fare Program.

Interest earnings from SB 125 Year 1 funding allocation have continued to accrue throughout the December accounting period. Because these earnings are tied to operator-specific allocations, VCTC must obtain approval from each operator before applying the interest toward the Free Fare Program.

Use of interest earnings for the Free Fare Program is consistent with SB 125's intent to support transit operations and ridership recovery. The Free Fare Program directly advances these objectives by:

- Increasing system accessibility for low-income and transit-dependent riders
- Supporting ridership growth across all operators
- Reducing fare-related barriers for youth, seniors, and other priority populations
- Enhancing regional mobility and reducing vehicle miles traveled
- Leveraging existing state funds without requiring additional local contributions

Each agency would show the SB 125 interest as a deduction on the invoice on a quarterly basis and include back-up.

This action does not affect the underlying SB 125 principal allocations and does not require additional local match or operator funding. All expenditures will be tracked and reported in accordance with SB 125 requirements and VCTC financial policies and procedures.



Item 8

February 11, 2026

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: DOLORES LOPEZ, REGIONAL TRANSIT PLANNER

SUBJECT: VENTURA COUNTY BUS STOP INVENTORY AND ASSESSMENT – PROJECT UPDATE

RECOMMENDATION:

- Receive information on the Ventura County Bus Stop Inventory and Assessment, including key findings from the countywide inventory and rider survey, dashboard and provide feedback.

BACKGROUND:

The Ventura County Transportation Commission (VCTC), as the Regional Transportation Planning Agency (RTPA), is responsible for supporting safe, accessible, and high-quality transit infrastructure throughout Ventura County. Bus stops represent a critical component of the transit rider experience, yet prior to this effort, Ventura County had not conducted a comprehensive, countywide assessment of bus stop conditions.

To address this gap, VCTC initiated the Ventura County Bus Stop Inventory and Assessment. The project evaluates rider experience at bus stops by documenting amenities, pedestrian and ADA access conditions, and transit operational characteristics at approximately 1,180 bus stops countywide. This effort represents the first time Ventura County has completed a comprehensive inventory of bus stop conditions across all jurisdictions and transit operators.

The assessment is intended to provide a data-driven foundation to support future bus stop improvements, guide investment decisions, and improve coordination between VCTC, local jurisdictions, and transit operators.

DISCUSSION:

The Bus Stop Inventory and Assessment includes three primary components: a countywide bus stop inventory, rider feedback through a survey, and the development of a prioritization framework for future improvements.

Project staff conducted field visits to all bus stops in Ventura County to document stop locations, amenities and conditions, ADA accessibility, pedestrian infrastructure, and operational characteristics. The inventory also includes photo documentation. The inventory will be provided as GIS and Excel datasets through a web-based dashboard, allowing cities and transit agencies to filter and analyze stops by jurisdiction, operator, and service characteristics.

In Fall 2025, VCTC conducted a countywide rider survey focused on bus stop amenities, advertised at approximately ten percent of bus stops. The survey received 430 responses from riders across Ventura County. Results show riders are most satisfied with their ability to access bus stops and least satisfied with the availability and condition of shelters. Across all demographic groups, seating, shelter, and lighting were consistently identified as top priorities. Riders also emphasized prioritizing stops with longer wait times and in hotter areas of the county.

Using the inventory and survey results, VCTC will develop a prioritization framework to help guide future bus stop improvements. Stops will be grouped into tiers based on location, climate, demographics, and service characteristics to support data-driven planning and investment decisions.

Next steps include finalizing the prioritization methodology, developing recommended amenity packages, and completing the public-facing web-based bus stop inventory dashboard. These tasks are anticipated to be completed between Winter 2025 and Spring 2026.



Item 9

February 11, 2026

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)
FROM: DOLORES LOPEZ, REGIONAL TRANSIT PLANNER
SUBJECT: ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

RECOMMENDATION:

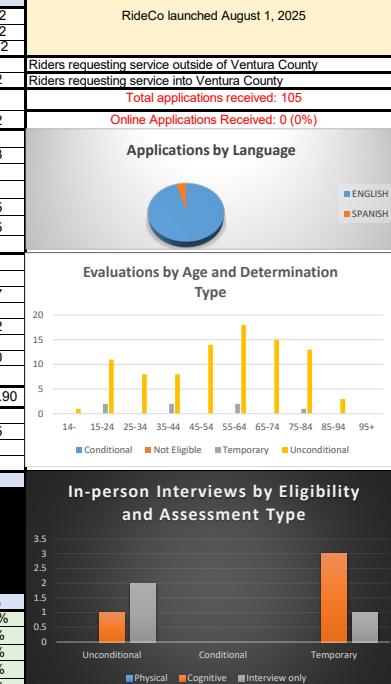
- Receive and file the monthly ADA Certification services report(s) and program update.

DISCUSSION:

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

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

Jan-26								
		Jan.	Dec	Nov	Oct	Sept	August	
Call Center	Inbound ADA Calls	343	320	356	510	393	382	RideCo launched August 1, 2025
	Outbound ADA calls	156	118	69	29	73	112	Riders requesting service outside of Ventura County
	Average hold time (in seconds)	0.54	0.23	0	0.01	0.06	0.02	Riders requesting service into Ventura County
	Outbound Area Transmittals	1	3	2	2	1	1	
	Inbound Area Transmittals	13	25	6	17	13	12	
Applications Received	Recertification	67	42	50	47	51	21	Total applications received: 105
	New Applications	38	29	54	62	67	42	Online Applications Received: 0 (0%)
Applications Received by Service Area	Camarillo Area	9	5	12	12	13	5	Applications by Language
	Gold Coast Area	46	35	47	57	54	23	
	Valley Express Area	5	3	2	3	9	1	
	Moorpark Area	5	1	3	4	2	4	
	Simi Valley Area	15	11	18	17	20	15	
	Thousand Oaks	25	16	22	16	20	15	
	Out of County	0	0	0	0	0	0	
Completed Determinations by Evaluation Type	In-Person Interviews with Physical Assessment	0	2	2	0	2	2	
	In-Person Interviews with Cognitive Assessment	4	1	3	3	1	5	
	Special Circumstance (no Interview)	25	24	47	37	35	17	
	Over 85+ (no interview)	3	6	7	12	7	5	
	Interviews:Phone 3. In-Person with no assessment 3	5	11	14	15	9	22	
	Short-term Certification (60 days)	1	0	0	0	0	0	
	Recertifications	60	30	37	44	38	20	
	Completed Determinations	98	75	110	111	92	71	
Delays in Processing (Cumulative)	Cost per Determination	\$238.29	\$321.17	\$212.29	\$210.37	\$253.83	\$328.90	
	Due to Incomplete application by client	3	2	5	3	0	6	
	Pending Professional Evaluation (PE)	6	8	10	18	8	15	
	Applications that failed to meet 21 day rule	0	0	0	0	0	0	
Assessments	Applicants awaiting interviews	0	5	2	7	3	8	
	Assessment Categories		Total					
	Physical Assessment	0						
	Cognitive Assessment combined with Phy	0						
	Interview only with No Assessment (In-person)	3						
Determinations by Eligibility	No Shows for Interview (In-Person)	0						
	Total In-Person Interviews that were Cancelled	3						
	Unconditional (including S.C., Over 85+, Phone interviews)	91	89%					
Determination by Eligibility	Conditional	0	0%					
	Temporary	6	6%					
	Denials	0	0%					
	Short Term (including Emergency)	1	1%					



Language	Total Apps			
ENGLISH	100			
SPANISH	5			
AgeGroup	Conditional	Not Eligible	Temporary	Unconditional
14-	0	0	0	0
15-24	0	0	2	1
25-34	0	0	0	11
35-44	0	0	2	8
45-54	0	0	0	8
55-64	0	0	2	14
65-74	0	0	0	18
75-84	0	0	1	15
85-94	0	0	0	13
95+	0	0	0	3
	Physical	Cognitive	Interview only	
Unconditional	0	1	2	
Conditional	0	0	0	
Temporary	0	3	1	
Not Eligible	0	0	0	