



**VENTURA COUNTY TRANSPORTATION COMMISSION**  
**Transit Operators Advisory Committee (TRANSCOM)**  
**VCTC Large Conference Room**  
**751 East Daily Drive, Suite 420, Camarillo, CA**  
Wednesday, April 8, 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      TRANSPORTATION DEVELOPMENT ACT (TDA) TRIENNIAL AUDIT REPORT**  
**Recommended Action:**  
• Receive and file the TDA draft audit report overview and update  
**Responsible Staff: Dolores Lopez, Transit Planner, and Aubrey Smith, Regional Transit Planning Program Manager**
- ITEM 7      DEMAND RESPONSE INTEGRATION PLAN UPDATE AND DRAFT**  
**Recommended Action:**  
• Receive and file  
**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.

- ITEM 8      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 SB 125 interest to support the continued implementation of the Ventura County Free Fare Program
- Responsible Staff: Claire Grasty, Director of Public Transit and Aubrey Smith, Regional Transit Planning Program Manager**
- ITEM 9      SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS PROGRAMMING PROCEDURES**  
**Recommended Action:**
- Receive and file
- Responsible Staff: Vanessa Schoenewald, Director of Programming**
- ITEM 10     ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE**  
**Recommended Action:**
- Receive and file
- Responsible Staff: Dolores Lopez, Regional Transit Planner**
- ITEM 11     FUTURE AGENDA ITEMS**
- Unmet Transit Needs
- Responsible Staff: Claire Grasty, Director of Public Transit**
- ITEM 12     ADJOURN TO WEDNESDAY, MAY 13, 2026, 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, Camarillo, CA**  
Wednesday, March 11, 2026  
1:30 p.m.

**MEETING MINUTES**

**MEMBERS PRESENT:** Sergio Albarran, City of Ventura (Chair)  
Austin Novstrup, GCTD (Vice Chair)  
Lydia Salas, City of Camarillo  
Michelle Woomer, City of Moorpark  
Ben Gonzales, City of Simi Valley  
Tyler Nestved, City of Thousand Oaks  
Matt Miller, Program Manager

**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:** Holly Galbreath, VC Air Pollution Control District

**EX OFFICIO ABSENT:** CSU Channel Islands

**VCTC STAFF PRESENT:** Claire Grasty, Director of Public Transit  
Darrin Peschka, Program Manager  
Aubrey Smith, Program Manager  
Dolores Lopez, Transit Planner  
Erin Kenneally, Transit Planner  
Hayden Balsys, VCTC Intern  
Heather Miller, Program Manager

**1. CALL TO ORDER –** Chair, Sergio Albarran, called the meeting to order at 1:31 p.m.

**2. INTRODUCTIONS & ANNOUNCEMENTS**

Sergio Albarran announced that they have a new Active Transportation Program staff member, Alejandra, starting on Monday.

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Tyler Nestved announced that he will be on leave beginning Friday for approximately one month.

Claire Grasty announced to the Committee that the SB125 interest item will be on the agenda in April pending more information.

Heather Miller announced that the Drug & Alcohol Management System submittals are due Friday, is getting clarification from the Department of Transportation on how to manage this and will return with more information. For the FTA Triennial Review, five years of MIS submittals is required. The FTA apportionments should be published this month and then split letters will be prepared for agencies as requested.

**3. PUBLIC COMMENT - None**

**4. AGENDA ADJUSTMENTS - None**

**5. MEETING MINUTES** – The Committee received the February 11, 2026, meeting minutes.

**6. TAP2RIDE REGIONAL FARECAP PLANNING**

Matt Miller introduced Lauren Brennan from Rebel representing Cal-ITP who is available to answer questions regarding the Tap2Ride regional farecap plan. Matt reviewed the staff report with the Committee and stated that VCTC will work with Cal-ITP for the first year to monitor data and will provide quarterly reporting. Lauren will provide resources to send to operators regarding farecap process. There were questions from the Committee regarding regional fare capping vs local amounts. Matt will collect and provide more information and thereafter an agreement will need to be signed once details are finalized.

**ACTION:**

**Austin Novstrop moved, seconded by Tyler Nestved.**

**Motion approved unanimously.**

**7. FY 2025/26 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) ALLOCATION**

Heather Miller reviewed the Low Carbon Transit Operations Program (LCTOP) request for approval of the allocation request for the Ventura County Free Fare program. It will go to VCTC Commission in April.

**ACTION:**

**Austin Novstrop moved, seconded by Lydia Salas.**

**Motion approved unanimously.**

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### **8. CONSULTANT SUPPORT FOR REVIEW AND REVISION OF AMERICANS WITH DISABILITIES ACT (ADA) POLICIES FOR FIXED-ROUTE AND PARATRANSIT SERVICES**

Aubrey Smith discussed the request for consultant support for review and revision of ADA policies and requested feedback from operators. The Consultant would review each operator's policies and discuss recommendations individually. Claire stated we can bring this back to the Committee to discuss possible formation of a committee regarding the scope of work.

### **9. COLLEGE RIDE PROGRAM FARE MEDIA TRANSITION**

Aubrey Smith provided information on the College Ride Program transition from student ID to tap card and mobile application.

### **10. ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE**

Dolores Lopez provided the monthly ADA Certification Services Program.

### **11. FUTURE AGENDA ITEMS**

**12. ADJOURNED TO WEDNESDAY, APRIL 8, 2026, AT 1:30 P.M.** in the VCTC Large Conference Room at 751 East Daily Drive #420 in Camarillo.

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Item 6

April 08, 2026

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

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

**SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA) TRIENNIAL AUDIT  
DRAFT REPORT**

**RECOMMENDATION:**

- Receive and file the TDA draft audit report overview and update.

**DISCUSSION:**

Attached is the Summary of Performance Trends and Draft Audit Findings developed by the auditor, Moore and Associates as part of the TDA Triennial Performance Audit. The report shows countywide trends for the last two audit periods for fixed-route bus and dial-a-ride service for all Ventura County operators. Overall, ridership and decreased performance is comparable to the trends experienced nationwide as a result of the pandemic.

The reports showing findings and recommendations for each operator have been sent directly to the operators.

# Ventura County Transportation Commission

## Summary of Performance Trends and Draft Audit Findings

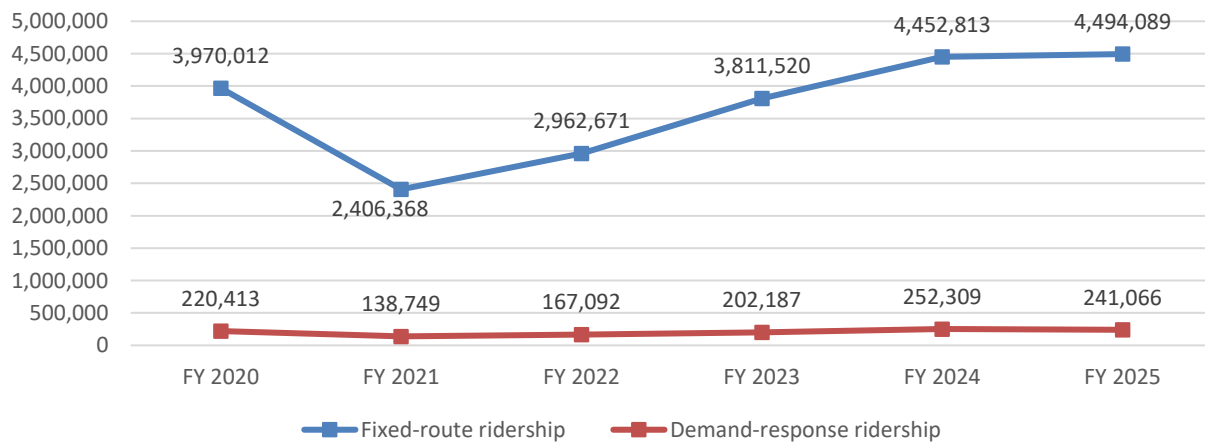
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### Countywide Performance Trends

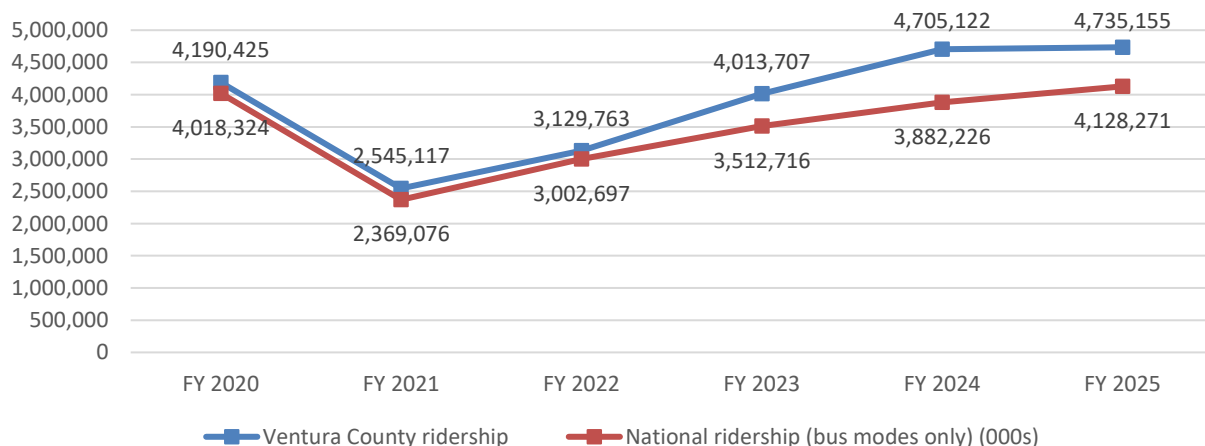
During the audit process, we looked at six-year trends for key performance measures for all operators. While the analysis for each operator is provided within that operator’s audit report, we wanted to look at the county as a whole with respect to specific metrics.

#### Ridership

All Ventura County operators experienced a significant decline in ridership in FY 2020/21 due to the COVID-19 pandemic. Recovery over the next three years was steady. Fixed-route ridership began leveling off in FY 2024/25 (with an increase of 0.9 percent), while demand-response ridership actually declined by 4.5 percent.



Overall ridership (both modes combined) experienced a net 13 percent increase over the six-year period, with ridership ending the period higher than the first year of the COVID-19 pandemic (which impacted the last four months of that fiscal year). A similar pattern was observed with national ridership for the first three years. In FY 2022/23 and FY 2023/24, Ventura County saw greater recovery than the nation overall. In FY 2024/25, national ridership continued to increase while Ventura County ridership leveled off.



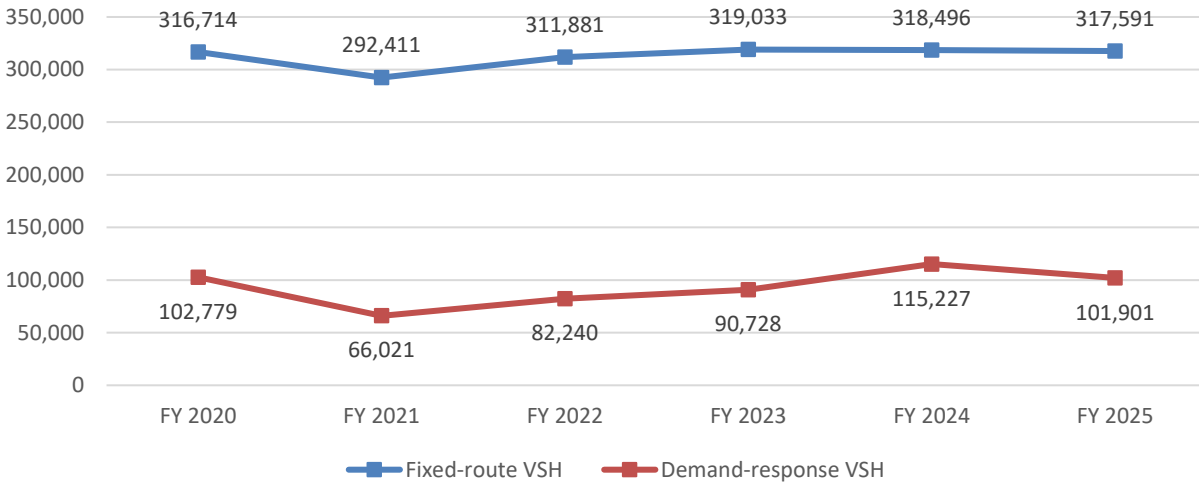
# Ventura County Transportation Commission

## Summary of Performance Trends and Draft Audit Findings

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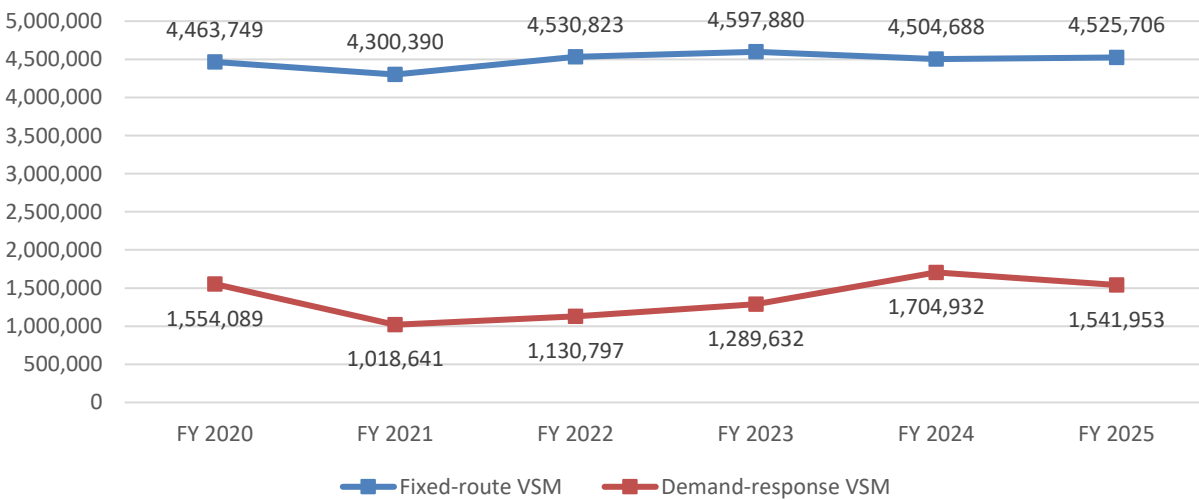
### Vehicle Service Hours

Fixed-route vehicle service hours experienced a net increase of 0.3 percent across the six-year period. Fixed-route VSH peaked in FY 2022/23, which represented a 0.7 percent increase over FY 2019/20. Demand-response vehicle service hours saw a net decrease of 0.9 percent during the same period. Demand-response VSH peaked in FY 2023/24, which represented a 12.1 percent increase over FY 2019/20.



### Vehicle Service Miles

Vehicle service miles exhibited the same basic trends as vehicle service hours. Fixed-route vehicle service miles experienced a net increase of 1.3 percent across the six-year period. Demand-response vehicle service hours saw a net decrease of 0.8 percent during the same period. VSM peaks are consistent with those related to VSH above.



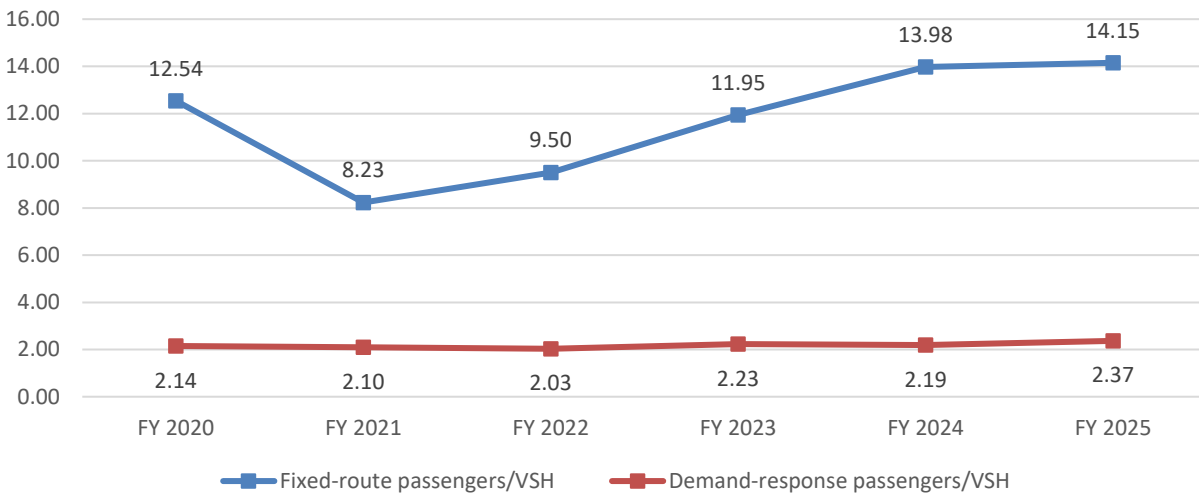
# Ventura County Transportation Commission

## Summary of Performance Trends and Draft Audit Findings

Transcom | April 8, 2026

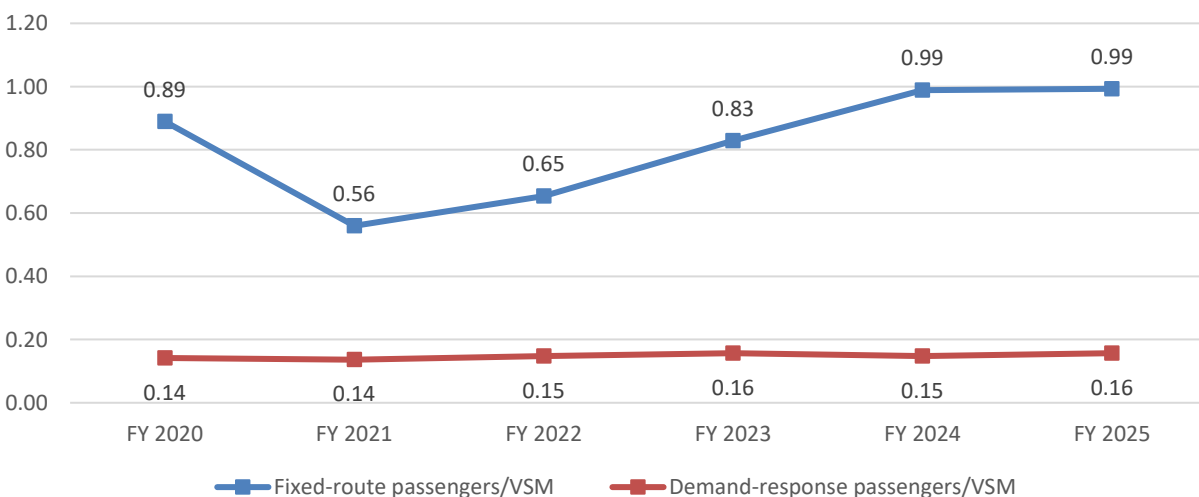
### Passengers per Vehicle Service Hour

Passengers per vehicle service hour is a standard performance indicator for assessing productivity. While this indicator increased for both fixed-route and demand-response services county-wide, the greatest improvement in productivity was noted with respect to the fixed-route service (a 12.8 percent increase as compared to the 10.7 percent increase for demand-response).



### Passengers per Vehicle Service Mile

Passengers per vehicle service mile is also a standard performance indicator for assessing productivity. As with passengers per vehicle service hour, this indicator increased for both fixed-route and demand-response services county-wide. The greatest improvement in productivity was noted with respect to the demand-response service (a 14.3 percent increase as compared to the 11.2 percent increase for fixed-route).



# Ventura County Transportation Commission

## Summary of Performance Trends and Draft Audit Findings

Transcom | April 8, 2026

### Summary of Draft Audit Findings and Recommendations

Operator	Compliance Findings	Recommendations
City of Camarillo	<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• Consider providing training for Dial-A-Ride users on how to make reservations and payment using the RideCo app.</li><li>• Continue to work with Umo to ensure the VCbuspass readers are operational and the City is receiving all applicable fare revenues.</li></ul>
City of Moorpark	<ul style="list-style-type: none"><li>• State Controller Reports for FY 2022/23 and FY 2023/24 were submitted after the established deadline. The FY 2024/25 report was submitted on time.</li></ul>	<ul style="list-style-type: none"><li>• Consider adding a dedicated city-wide grants position (such as a grants manager or grants analyst) that could also support transit grants.</li><li>• Work with VCTC to implement the recommendations of the County-wide Short Range Transit Plan in a manner that both effectively addresses the mobility needs within Moorpark and ensures connectivity with the region as a whole.</li></ul>

# Ventura County Transportation Commission

## Summary of Performance Trends and Draft Audit Findings

Transcom | April 8, 2026

Operator	Compliance Findings	Recommendations
City of Ojai	<ul style="list-style-type: none"> <li>The State Controller Report (Transit Operator Financial Transactions Report) was submitted two weeks late in FY 2022/23, and on-time submittal for the remaining two years of the audit period could not be confirmed.</li> <li>Use of the TDA definition of Full-time Equivalent (FTE) Employee for reporting to the State Controller could not be confirmed for any year of the audit period.</li> <li>The City did not provide justification for increases greater than 15 percent in its Transit operating budget for any year of the audit period.</li> <li>The TDA fiscal auditor is not calculating the farebox recovery ratio correctly in the TDA fiscal audit. It appears to be counting only the City's LTF allocation as the operating expense and using that to calculate the farebox recovery ratio. In addition, the auditor used the County of Ventura contribution to supplement the farebox recovery ratio. Per VCTC's "Once TDA, Always TDA" policy (2016), TDA funds claimed by the County and contributed to the City remain TDA funds, even though they are not claimed as such by the City, and do not qualify as farebox supplementation under PUC 99268.19. While there is no penalty for not meeting the farebox recovery ratio requirement during the audit period, the City does fall below the 20 percent requirement when the full operating cost is taken into account.</li> <li>LTF revenues were not reported correctly on the State Controller Report (Transit Operator Financial Transactions Report). Instead of being reported as LTF under State Government Funds (Row R32), they were reported under General Revenues of the Local Government (Row R28). In addition, no federal funds were reported on the State Controller Report, though they were reported to the National Transit Database. Without this data reported correctly, it was impossible to determine whether the City was eligible to receive all of the TDA funding it received.</li> </ul>	<ul style="list-style-type: none"> <li>Transit staff should work with the Finance department to ensure State Controller Reports are submitted prior to the established deadline.</li> <li>Transit staff should work with the Finance department to ensure the TDA definition of Full-time Equivalent (FTE) Employee is being used for reporting to the State Controller.</li> <li>The City needs to document increases to its transit operating budget greater than 15 percent as part of its TDA claim.</li> <li>The City and/or VCTC should work with the TDA fiscal auditor to ensure the farebox recovery ratio is calculated correctly.</li> <li>Transit staff should work with the Finance department to ensure all financial data is reported correctly within the State Controller Report.</li> <li>Transit staff must more accurately document performance data internally to ensure transparency and traceability of the sources used in external reporting was sourced from.</li> </ul>

## Ventura County Transportation Commission

### Summary of Performance Trends and Draft Audit Findings

Transcom | April 8, 2026

Operator	Compliance Findings	Recommendations
City of Simi Valley	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>The City should continue its efforts to fully staff its driver workforce.</li> </ul>
City of Thousand Oaks	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
County of Ventura	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>If the County continues to operate the Kanan Shuttle fare-free, it will be necessary to identify sufficient partner contributions to be counted as fares should farebox recovery ratio be restored as a primary metric for eligibility.</li> <li>The County should explore its options regarding transition to zero-emissions vehicles.</li> </ul>
East County Transit Alliance	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
Gold Coast Transit District	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>Continue to work with the GCTD Board to identify an alternative zero-emission vehicle transition plan.</li> </ul>
Valley Express	<ul style="list-style-type: none"> <li>MV appears to be using a person-count when reporting FTE employees, rather than work hours divided by 2,000. In addition, it appears to be reporting the drivers only, rather than including other staff (management, dispatchers, mechanics, etc.).</li> </ul>	<ul style="list-style-type: none"> <li>When completing the State Controller Report, ensure data provided by the operations contractor includes all work conducted in support of Valley Express and divided by 2,000. Continue efforts regarding plans for the zero-emission vehicle transition since the current leased facility cannot accommodate the future transition.</li> </ul>
VCTC Intercity Bus	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>Continue to work with the operations contractor so that the workforce is fully and sufficiently staffed.</li> </ul>



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Item #8

April 8, 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 SB 125 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, which include Transit and Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP) on behalf of Ventura County operators, consistent with the allocation formulas and reporting requirements established by the California State Transportation Agency (CalSTA).

The countywide Free Fare Program (FFP), which includes Youth Ride Free, College Ride and Free Fare Days, was designed to increase ridership, reduce financial barriers to transit use, and support local/regional mobility and air-quality goals. The program 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 SB 125 funds.

The FFPs currently cost a little under \$3 million a year, with expenses increasing each year due to growing popularity. Historically, these programs have been funded primarily through the LCTOP, which typically has provided 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, which support LCTOP, 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.

VCTC staff brought to Transcom the request to dedicate interest from SB 125 funds to the Free Fare Programs in December and again in February. Transcom members deferred the request first to have more time to review and subsequently to allow time for operators to provide the interest amounts to VCTC.

### **DISCUSSION:**

As part of VCTC's fund management responsibilities, SB 125 funds are held in VCTC accounts and accrue interest until disbursement. This includes interest earned on funds for projects VCTC leads, as well some on funds allocated to the operators prior to their distribution. Operators also accrue interest on the SB 125 funds they have received, directly for their own projects. In an effort to identify ways to utilize eligible funding, staff reached out to the California State Transportation Agency (CalSTA) to confirm whether the utilization of interest accumulated from SB 125 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 TIRCP guidelines. Interest earnings from SB 125 funds represent an eligible and appropriate funding source for 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.

The FFP has generated nearly \$50,000 in interest of SB 125 funds since funds were received. The operators cumulatively have generated over \$1.5 million in interest. VCTC has over \$300,000 in interest generated from other regional projects.

Based on current spending rates, it is expected that the SB 125 and LCTOP funds will not fully cover FY 26-27 expenditures, in large part due to the decrease in LCTOP funds. Additionally, by FY 27-28, all SB 125 funds thus far allocated to Free Fare Programs will have been fully expended and LCTOP funds are only expected to cover half of the cost of the program.

Program costs are expected to grow as ridership continues to increase and as some operators increase their fares in accordance with the Short Range Transit Plan.

As such, staff is recommending that operators dedicate a portion of SB 125 interest generated from their own allocations. If approved, VCTC will also dedicate the interest generated from VCTC-led SB 125 funded regional projects. Staff suggest dedicating 50% of the current interest generated in FY 26-27 and the remaining interest in FY 27-28. This should allow the program to continue through FY 27-28 and help address the LCTOP cash flow issue, as LCTOP funds are not received until the middle of the fiscal year.

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 FFP invoice on an annual 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. Approval of this item would require an amendment to the existing reimbursement MOU.



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Item 9

April 8, 2026

**MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE**

**FROM: VANESSA SCHOENEWALD, DIRECTOR OF PROGRAMMING**

**SUBJECT: SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS  
PROGRAMMING PROCEDURES**

**RECOMMENDATION:**

- Receive and file

**BACKGROUND:**

The Southern California Association of Governments (SCAG), as the region's federally designated Metropolitan Planning Organization, is responsible for selecting projects funded through several Federal Highway Administration (FHWA) programs, including the Surface Transportation Block Grant Program (STBG), Carbon Reduction Program (CRP) and the Congestion Mitigation and Air Quality Improvement Program (CMAQ).

Following the SCAG Regional Council's approval of project selections for these funds, SCAG is responsible for ensuring various federal compliance requirements are met by project sponsors throughout the postaward period. These responsibilities include regional programming and obligation authority (OA) management.

In collaboration with the county transportation commissions (CTC), SCAG developed and adopted in February 2026 new Programming Procedures for FHWA-administered federal funding to guide post-award activity across the SCAG region. These procedures are intended to prevent the lapse of federal funds, ensure consistency with federal timelines, and support the region's ability to meet statewide delivery targets.

## **STRATEGIC PLAN COMMITMENT:**

This item supports the VCTC Strategic Plan Goal B: Transportation Services, Strategy B6 Coordinate with Caltrans, Ventura County, and cities to prioritize projects and submit grant application(s) for goods movement projects based on the recommendations of the Ventura County Freight Corridors Study.

## **DISCUSSION:**

The newly adopted SCAG Programming Procedures outline detailed requirements and expectations for all agencies receiving STBG, CMAQ, or CRP funds selected through the SCAG-administered call for projects processes. These procedures are designed to work in tandem with SCAG's existing program guidelines and include five key topic areas:

- **Federal Transportation Improvement Program (FTIP) Programming Requirements:** Projects must be programmed in the Federal Transportation Improvement Program in the year funds are expected to be obligated or transferred. Implementing agencies and CTCs must ensure the FTIP remains current.
- **Obligation Deadlines and Management:** Any project programmed with STBG or CMAQ funds that has not been identified as SCAG-selected by December 2026 must obligate those funds by December 2026. Otherwise, the STBG/CMAQ funds will be considered lapsed, and the unclaimed funds will become available for reprogramming to other SCAG-selected projects. SCAG-selected is defined as a project that was awarded in a prior or current call for projects.
- **Post-Award Project Changes:** VCTC has delegated authority to approve CRP/CMAQ/STBG funds for cost increases when funds are available as a result of project savings/cancellations within the respective county. Shifting of funds across SCAG-selected or SCAG Contingency List projects must be done in collaboration with project sponsors and are subject to approval by VCTC.
- **Scope Changes:** Any changes to the project scope from what was submitted in the SCAG application will require SCAG approval. Major additions or reductions to the project scope may be required to go through a subsequent call for projects process.
- **Project Delays:** VCTC has delegated authority to approve delay requests up to the delivery deadline for the call for projects in which the project was awarded funding or on the Contingency List (i.e., Sept. 30, 2029, for all projects within the 2023-2026 call for projects). CTCs must coordinate with SCAG to ensure sufficient OA and apportionment are available in the requested year and financial constraint requirements are met. There is no guarantee that federal funds will be available in the requested year and may result in a loss of funding.

- Deliverability and Agency Performance: Agencies with a history of timely delivery may receive priority for contingency funding or advancement requests. Conversely, agencies with repeated delays may see reduced access to future federal opportunities.

**FISCAL IMPACT:**

There is no fiscal impact to VCTC.



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Item 10

April 8, 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 March ADA Paratransit Certification Services Reports from MMP for review at this TRANSCOM meeting.

March 2026								
		Mar.	Feb.	Jan.	Dec	Nov	Oct	
Call Center	Inbound ADA Calls	469	328	343	320	356	510	RideCo launched August 1, 2025
	Outbound ADA calls	168	111	156	118	69	29	
	Average hold time (in seconds)	1.06	0.44	0.54	0.23	0	0.01	
	Outbound Area Transmittals	4	5	1	3	2	2	
	Inbound Area Transmittals	14	9	13	25	6	17	
Applications Received	Recertification	77	38	67	42	50	47	Riders requesting service outside of Ventura County
	New Applications	58	48	38	29	54	62	Riders requesting service into Ventura County
Applications Received by Service Area	Camarillo Area	14	5	9	5	12	12	<b>Applications by Language</b>  ■ ENGLISH ■ SPANISH
	Gold Coast Area	54	44	46	35	47	57	
	Valley Express Area	4	3	5	3	2	3	
	Moorpark Area	2	2	5	1	3	4	
	Simi Valley Area	26	20	15	11	18	17	
	Thousand Oaks	33	12	25	16	22	16	
	Out of County	2	0	0	0	0	0	
Completed Determinations by Evaluation Type	In-Person Interviews with Physical Assessment	2	1	0	2	2	0	<b>Evaluations by Age and Determination Type</b>  ■ Conditional ■ Not Eligible ■ Temporary ■ Unconditional
	In-Person Interviews with Cognitive	7	0	4	1	3	3	
	Special Circumstance (no Interview)	41	25	25	24	47	37	
	Over 85+ (no interview)	4	1	3	6	7	12	
	Interviews: Phone: 7, In-Person with no assessment: 0	7	12	6	11	14	15	
	Short-term Certification (60 days)	0	0	0	0	0	0	
	Recertifications	62	34	60	30	37	44	
	Completed Determinations	123	73	98	75	110	111	
Cost per Determination	\$189.85	\$319.89	\$238.29	\$321.17	\$212.29	\$210.37		
Delays in Processing (Cumulative)	Due to Incomplete application by client	7	5	3	2	5	3	<b>In-person Interviews by Eligibility and Assessment Type</b>  ■ Physical ■ Cognitive ■ Interview only
	Pending Professional Evaluation (PE)	6	11	6	8	10	18	
	Applications that failed to meet 21 day rule	0	0	0	0	0	0	
	Applicants awaiting interviews	9	5	0	5	2	7	
Assessments	<b>Assessment Categories</b>	Total						<b>Determinations by Eligibility Type</b>
	Physical Assessment	2						
	Cognitive Assessment	7						
	Interview only with No Assessment (In-person)	0						
	No Shows for Interview (In-Person)	0						
	Total In-Person Interviews that were Cancelled	0						
						<b>Total</b>	<b>%</b>	
Unconditional (including S.C., Over 85+ , Phone interviews)						119	97%	
Conditional						0	0%	
Temporary						4	3%	
Denial						0	0%	
Short Term (including Emergency)						0	0%	