



Solano Transportation Authority

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SOLANO TRANSPORTATION AUTHORITY

Member Agencies:
Benicia ♦ Dixon ♦ Fairfield ♦ Rio Vista ♦ Suisun City ♦ Vacaville ♦ Vallejo ♦ Solano County

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PCC

SOLANO PARATRANSIT COORDINATING COUNCIL (PCC) AGENDA

1:00 – 3:00 p.m.
Thursday, January 20, 2011
John F. Kennedy Library
505 Santa Clara St.
Vallejo, CA

<u>ITEM</u>	<u>STAFF PERSON</u>
I. CALL TO ORDER	Richard Burnett, Chair
II. APPROVAL OF AGENDA (1:00 – 1:05 p.m.)	
III. OPPORTUNITY FOR PUBLIC COMMENT (1:05 – 1:10 p.m.)	
IV. COMMENTS FROM STAFF (1:10 – 1:15 p.m.)	
V. PRESENTATIONS	
1. Jeanine Wooley–Topic Guide Presentation for American with Disabilities Act (ADA) Eligibility (1:15 – 2:00 p.m.)	
VI. CONSENT CALENDAR	
A. Minutes from PCC Meeting <i>Recommendation:</i> Approve minutes of the November 18, 2010 meeting. (2:00 – 2:05 p.m.) Pg. 1	

PCC MEMBERS

George Bartolome
Social Service Provider

Richard Burnett- Chair
PAC Representative

Rachel Ford
Public Agency–Solano County

Judy Nash
Public Agency-Education

Shannon Nelson
Member at Large

Ted Newton
Social Service Provider

Shirley Stacy
Transit User

James Williams – Vice Chair
Member at Large

Kurt Wellner
Transit User

Alicia Roundtree
Social Service Provider

The complete STA PCC Meeting Packet is available on STA’s Website at www.solanolinks.com

VII. ACTION ITEMS

- A. FY 2011 PCC Final Work Plan** Liz Niedziela
Recommendation:
Forward a recommendation to the STA Board to approve FY 2011 PCC Final Work Plan.
(2:05 – 2:10 p.m.)
Pg. 31
- B. FY 2011 PCC Final Outreach Plan** Liz Niedziela
Recommendation:
Approve the FY 2011 PCC Final Outreach Plan.
(2:10-2:15 p.m.)
Pg. 33

VIII. INFORMATIONAL

- A. PCC Membership Update** Liz Niedziela
Informational
(2:15-2:20 p.m.)
Pg. 37
- B. Unmet Transit Needs Public Hearing for FY 2011-12** Liz Niedziela
Informational
(2:20-2:25 p.m.)
Pg. 41
- C. FTA Section 5310 – Call for Project Update** Liz Niedziela
Informational
(2:25-2:30 p.m.)
Pg. 43
- D. Solano Senior and People with Disabilities Transportation Study Update** Elizabeth Richards
Informational
(2:30-2:35 p.m.)
Pg. 55
- E. 2010 PCC Work Plan Accomplishment** Liz Niedziela
Informational
(2:35-2:40 p.m.)
Pg. 61

Transit Operator Updates

- Benicia Breeze
- Dixon Redit-Ride
- Fairfield and Suisun Transit
- Rio Vista Delta Breeze
- Solano County
- Vacaville City Coach
- Vallejo Transit

(2:40-2:50 p.m.)

IX. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS

Discussion

(2:50- 3:00 p.m.)

X. ADJOURNMENT

The next regular meeting of the PCC is *tentatively* scheduled at the Solano Community College, in **Fairfield at 1:00 pm, Thursday, March 17, 2011.**

For questions regarding this agenda:

Please contact Liz Niedziela at (707) 424-6075 or eniedziela@sta-snci.com

The complete STA PCC Meeting Packet is available on STA's Website at www.solanolinks.com

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PCC
SOLANO PARATRANSIT COORDINATING COUNCIL
AGENDA
Minutes for the meeting of
November 18, 2010

I. CALL TO ORDER

PCC Chair, Richard Burnett, called the meeting to order at 1:00 pm in Suisun City at the Suisun City Council Chambers.

Voting Members Present:

Richard Burnett	Chair, PAC Representative
James Williams	Vice-Chair, Member-at-Large
Rachel Ford	Social Service Provider
Shannon Nelson	Member at Large
Ted Newton	Social Service Provider
Alicia Roundtree	Social Service Provider
Shirley Stacy	Transit User
Kurt Wellner	Transit User

Voting Members Not Present:

George Bartolome	Social Service Provider
Judy Nash	Public Agency – Education

Also Present:

Angel Anderson	City of Vallejo
Jennifer Brown	MV Transportation - FAST
Derik Calhoun	MV Transportation - Vallejo
Gary Chandler	MV Transportation - FAST
Amy Haines	Department of Rehabilitation
Joel Johnson	MV Transportation - Vallejo
Philip Kamhi	FAST
Sarah Lauri	FAST
Taramishia Leonard	Milestones Adult Center
Brian McLean	Vacaville City Coach
Liz Niedziela	STA
Elizabeth Richards	STA
Rob Sousa	City of Benicia
Richard Weiner	Nelson/Nygaard Consulting Associates

II. APPROVAL OF November 18, 2010 AGENDA

On a motion by Kurt Wellner and a second by Shirley Stacy, the PCC unanimously approved the November 18, 2010 agenda.

III. OPPORTUNITY FOR PUBLIC COMMENT

No comments from public.

IV. COMMENTS FROM STAFF

The 13th Annual Awards were held November 10, 2010 at the Joseph Nelson Community Center in Suisun City. Judy Nash, Shirley Stacy and Kurt Wellner from the Paratransit Coordinating Council (PCC) were present at the event. Judy Nash was awarded the Committee Member of the Year Award. Shirley Stacy was honored last year in 2009 for Committee Member of the Year.

V. PRESENTATIONS

A. Richard Weiner-Senior and People with Disabilities Transportation Plan

Richard Weiner presented the Senior and People with Disabilities Transportation Plan and gathered information from the PCC members on transportation issues. The transportation needs/comments presented by the committee members were as follows:

- The Paratransit service has improved
- Schedulers that answer the phone could be more sensitive
- No Sunday service
- Availability of service to Solano Community College is limited. Students are required to repetitively call to see if an opening is available.
- Students (using DART) are coming to campus on multiple vehicles. The student live within a couple of miles of each other and request to arrive at the same time. Students arriving on Vallejo Runabout arrive on one bus.
- Affordability is an issue
- Drivers should not be “threatening” passengers with No-Shows. Drivers should drive and allow the administration handle the No-Shows.

B. Richard Weiner–Topic Guide Presentation for American with Disabilities Act (ADA) No Shows Policies (Attachment A).

C. Brian McLean–Intercity Taxi Scrip Update (Due to time constraint, the Intercity Taxi Scrip presentation will be rescheduled).

VI. CONSENT CALENDAR

Recommendation:

On a motion by Ted Newton and seconded by Judy Nash, the PCC unanimously approved the Consent Calendar.

A. Minutes of the PCC Meeting of September 16, 2010

VII. ACTION ITEMS

A. FY 2010-11 TDA Claims – Cities of Benicia, Fairfield and Rio Vista

On a motion by Jim Williams and seconded by Ted Newton, the PCC unanimously approved to forward a recommendation MTC to approve the following TDA claims as amended below in strike bold italics:

1. The City of Benicia FY2010-11 TDA claim in the requested amount of \$691,677 for transit operation.
2. The City of Fairfield FY2010-11 TDA claim in the requested amount of ~~\$8,909,305~~ ***\$6,715,890***. TDA funds in the amount of \$4,099,135 will be used for transit operation and ~~\$4,810,170~~ ***\$2,616,755*** for transit capital.
3. The City of Rio Vista FY2010-11 TDA claim in the amount of \$176,351 to be used for transit operations and \$17,200 for transit capital.

B. Appointment of 5310 Application Scoring Subcommittee for FY2010

The Metropolitan Transportation Commission (MTC), the regional transportation planning organization for the nine Bay Area counties, requires that each county's Paratransit Coordinating Council (PCC) score FTA Section 5310 applications from their respective county before MTC formally reviews the applications. To fulfill this obligation, the Solano PCC establishes a three-person subcommittee each year to review and score Solano County FTA Section 5310 applications and recommends its findings for MTC to review before submittal to Caltrans.

On a motion by Ted Newton and seconded by Alicia Roundtree, the PCC unanimously approved to appoint Richard Burnett, Rachel Ford and Shirley Stacy, with Jim Williams as an alternate, to participate in Solano's FY 2010 FTA Section 5310 Application Scoring Subcommittee.

C. PCC Membership Reappointment and Update

The PCC forwarded a recommendation to the STA Board to appoint Alicia Roundtree from The Independent Living Resource Center to the PCC at the September PCC meeting. At the Solano Transportation Authority (STA) Board meeting on October 8, the STA Board appointed Alicia Roundtree to the PCC for a three year term to fill a Social Service Provider position.

Shirley Stacy was appointed to the PCC on January 18, 2008 and her term will expire January 2011 unless renewed. Shirley has expressed interest serving on the PCC for another term.

On a motion by Jim Williams and seconded by Alicia Roundtree, the PCC unanimously approved forward a recommendation to the STA Board to reappoint Shirley Stacy to the Paratransit Coordinating Council as a transit user for a three year term.

VIII. INFORMATION ITEMS

A. Unmet Transit Needs Public Hearing for FY2011-12

Liz Niedziela presented the Unmet Transit Needs Public Hearing for FY2011-12. This year Unmet Needs Hearing is scheduled to be held on Thursday, December 2, 2010 from approximately 6:00 pm – 8:00 pm at the Solano County Administration Center (SCAC) in the Board of Supervisors Chambers.

The issues raised at the hearing and through written comments will be reviewed and compiled by MTC. The comments that are identified as reasonable unmet needs will be forwarded by MTC to STA. The STA staff will work with the transit operators to address the issues and STA staff will report to the PCC the status of the Unmet Transit Needs progress so the PCC may monitor the process.

B. Solano Senior and People with Disabilities Transportation Study Update

This item was discussed during the presentation by Richard Weiner.

C. FY2011 PCC Draft Work Plan Discussions

Liz Niedziela led the discussion on the FY2011 PCC Draft Work Plan. In preparation for 2011, the STA staff has developed a draft Work Plan for review, and future approval, by the PCC. The 2011 Work Plan continues to focus on outreach activities. The purposes of these outreach activities are to promote awareness of the PCC and its advisory function and to encourage people with disabilities, seniors and others to take advantage of the opportunity to provide comments on the transportation system. Developing a stronger PCC presence on the STA website was discussed.

D. FY2011 PCC Draft Outreach Plan Discussions

In preparation for 2011, the STA staff developed a Paratransit Coordinating Council (PCC) draft Work Plan for review and discussion by the PCC.

It was suggested to alternate PCC meeting locations in an effort to outreach further to senior centers and people with disabilities groups throughout the County. In response, STA staff developed a PCC Outreach Plan, with the PCC's approval, which included rotating the PCC meeting location throughout the county to make it easier for the public to attend. Rio Vista and Dixon were not included due to the distance to travel for most committee members due to time constraints.

E. Transit Operator Updates

Due to time constraints, no transit operators' updates were presented. Dixon Read-Ride, FAST, Vacaville City Coach, and Vallejo RunAbout handed out ridership information.

Benicia Breeze

Rio Vista Delta Breeze

Dixon Read-Ride

Vacaville City Coach

Fairfield and Suisun Transit

Vallejo RunAbout

IX. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS

Jim Williams handed out Emergency Preparedness Information. Shirley Stacy wanted to thank everyone for the opportunity to serving on the PCC. She tries hard to be a strong advocate for the seniors and people with disabilities especially the ones that cannot speak for themselves. Shannon Nelson mentioned the term disabled is no longer acceptable. It should be people with disabilities.

X. ADJOURNMENT

The meeting adjourned at 3:00 pm. The next meeting of the PCC is tentatively scheduled at 1:00 pm on Thursday, January 20, 2011 at the JFK Library in Vallejo.

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**NO-SHOWS
IN ADA PARATRANSIT**

TOPIC
GUIDE **7**

ADA Technical Assistance:
The Topic Guides on ADA Transportation

Topic Guide 7:

No-Shows in ADA Paratransit

- The ADA allows transit agencies to suspend, for a reasonable period of time, the provision of paratransit service to riders who establish a pattern or practice of missing scheduled trips, also known as no-shows.
- Sanctions may be imposed only for a pattern or practice of missed trips, which involves intentional, repeated, or regular actions, not isolated, accidental, or singular incidents.

Beyond The Rider's Control

Suspensions may not be based on no shows beyond the rider's control. "Beyond the rider's control" may include:

- Family emergency
- Illness precluding rider from calling to cancel
- Personal attendant or another party who didn't arrive on time to assist rider
- Rider was inside calling to check ride status and was on hold for extended time

Beyond The Rider's Control, cont'd.

- Rider's appointment ran long and couldn't cancel in a timely way
- Another party cancelled rider's appointment
- Mobility aid failed
- Sudden turn for the worse in someone with variable condition
- Adverse weather impacted rider's travel plans, precluding timely cancellation

Beyond The Rider's Control, cont'd.

“Beyond the rider’s control” **may not** include transit agency error, such as:

- Vehicle arrived late, after the pickup window
- Vehicle arrived early, before the pickup window, and rider was not ready to go
- Vehicle never arrived

Beyond The Rider's Control, cont'd.

- Vehicle went to wrong location
- Driver didn't follow correct procedures to locate rider
- Rider cancelled in a timely way but cancellation was not recorded correctly or wasn't transmitted to driver in time

Suggested Procedures For “Beyond The Rider’s Control”

- Telephone number to inform transit agency that particular no-shows were beyond rider’s control
- Published no-show suspension policy should include statement that no-show beyond rider’s control will not count, and that riders are encouraged to contact transit system at special telephone number

Suggested Procedures For “Beyond The Rider’s Control,” cont’d.

The statements should also appear in any notices sent to riders indicating that they were charged with no-shows, including:

- Letters sent out after any no-shows
- Pre-suspension letters
- Door hangers left by drivers

**Proportion of Trips Missed,
Rather Than Absolute Number:
Many Policies Too Restrictive**

“Three no-shows in 30 days” is not considered pattern of abuse by the FTA, and should not be basis for suspension.

FTA asked for reconsideration of other policies as well, even if not enforced. Leniency in applying a policy does not make the policy reasonable.

Proportion of Trips Missed, Rather Than Absolute Number, cont'd.

FTA has often stated that *frequency* of individual's rides and no-shows should be considered

Example:

Three no-shows in a month for regular rider who uses paratransit to get to and from work each day plus other trips, is very different from three no-shows by rider who schedules only five trips a month.

Pattern Or Practice Means Both Substantial Number and Above Average Frequency

- When determining what frequency of no-shows constitutes abuse, consider no-show rate for all riders and adjust upward, so as not to penalize riders with average no-show records
- If overall no-show rate is five percent, rider who no-shows only five percent of scheduled trips should not be considered abuser of service, because this is average
- Number of no-shows should be considered in addition to frequency

Missed Trips By Riders (No-Shows) vs. Missed Trips Due To Transit Agency Error

- When vehicle arrives outside pickup window, if passenger does not take trip, this is considered a missed trip by transit agency (not a no-show)
- Substantial numbers of missed trips is illegal capacity constraint

**Missed Trips By Riders (No-Shows) vs.
Missed Trips Due To Transit Agency Error, cont'd.**

- Trip is missed if vehicle never arrives, or arrives outside pickup window and rider does not take (not a no-show)
- Dispatchers should code accurately
- Involve dispatchers each time vehicle arrives, and rider is absent or doesn't take trip

Suspensions: Alerting the Rider of No-Shows

- Transit agencies should alert riders about no-shows as they occur
- Include information about contacting transit agency if no-show was beyond rider's control

Notification Before Suspensions

Before any suspension, transit agency must notify rider in writing, citing specifically:

- Reason for proposed suspension and length
- No-show dates, times, pickup locations, and destinations on which proposed suspension is based

Use accessible formats when necessary.

Recommended No-Show Procedures

- 1.** Keep riders apprised of recorded no-shows
- 2.** Periodically identify and list riders with the most no-shows. Determine if their no-shows are a significant percentage of their total trips taken
- 3.** If a rider's record forms a pattern that could trigger a suspension, review each no-show to verify it was not a transit agency error

Recommended No-Show Procedures, cont'd.

- 4.** If review verifies enough no-shows to constitute pattern, notify rider about no-shows and planned suspension

- 5.** If transit agency no-show policy is new or has been recently changed, it's good idea to include phase-in period to educate riders

Strategies For Reducing No-Shows: Operational Procedures

- 1.** Capture and record special pickup instructions (for example: side door, back door) and make sure they get to driver
- 2.** Capture telephone numbers in reservation process

Strategies For Reducing No-Shows: Operational Procedures, cont'd.

- 3.** Track changes made on day of service and adjust subsequent trips as needed
- 4.** Educate riders about pickup window, wait time policy, importance of being ready and looking for vehicle, and need to cancel rides ASAP when plans change
- 5.** Consider rider call-outs
- 6.** Work with riders to address causes of no-shows

Strategies For Reducing No-Shows: Keep Current With Subscription Trips

- Lack of coordination with social service agencies is leading cause of no-shows. Important to keep track of subscription riders' schedules
- Manage subscription trips booked directly by riders

Strategies For Reducing No-Shows:

Incentives

Late Cancellations: Functional Equivalent of a No-Show

- FTA: Late cancellations may result in penalties only if the late cancellation is *functional equivalent* of no-show
- FTA: Cancellation can be considered late if made less than two hours before scheduled trip
- Many transit systems can efficiently redeploy vehicles when same-day cancellations occur

Information for Riders and Advocates: The Rider's Role in Reducing No-Shows

- Confirm pickup window when you call
- Call to cancel ASAP
- Be ready and watching for vehicles throughout pickup window
- Provide detailed pickup instructions
- Provide all telephone numbers and confirm they are correctly recorded
- If you are subscription rider, call in any changes in your plans, such as vacation

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PCC

Date: January 10, 2010
 To: Solano Paratransit Coordinating Council
 From: Liz Niedziela, Transit Program Manager/Analyst
 Re: 2011 PCC Work Plan

Background/Discussion:

In preparation for 2011, the STA staff had developed a draft Work Plan and presented it to the Paratransit Coordinating Council (PCC) in November 2010 for review. The 2011 Work Plan continues to focus on developing expertise and understanding of the range of transportation services for Solano seniors and people with disabilities and outreach activities. Presentations of different transportation services will continue in 2011 PCC meetings. The purposes of these outreach activities are to promote awareness of the PCC and its advisory function and to encourage people with disabilities, seniors and others to take advantage of the opportunity to provide comments on the transportation system.

The following is the draft PCC Work Plan for 2011 for action. The PCC may wish to add items to the Work Plan throughout the year, as they deem necessary. After approval by the PCC, the Work Plan will be presented to the STA Board for action.

Activity	Tasks	2011 Timeline
Administrative	Elect PCC Officers	November 2011
Outreach	Develop a strategy to increase/maintain PCC Membership. (i.e., press releases letters of outreach, etc.)	January – December Until vacancies are filled.
	Improve the identity of the PCC through marketing strategies.	January – December
	Outreach to Solano Community College.	January – December
	Outreach to senior centers and people with disabilities groups.	January – December
	Develop stronger PCC presence on the STA Website.	January – December
	Participate in studies that impact transportation for seniors and people with disabilities.	January – December
Projects	Develop expertise and understanding of the range of transportation services for Solano seniors and people with disabilities.	January – December
	Improve understanding of Americans with Disabilities Act (ADA) and how it relates to ADA Paratransit and transit services. (The 7 ADA Topics)	January – December
	Establish FTA Section 5310 application scoring subcommittee.	TBA
Funding	Review and score FTA Section 5310 applications.	TBA
	Review TDA Article 4/8 Claims for Cities and County of Solano.	January – December
	Monitor the MTC Unmet Transit Needs Process.	January - December

Recommendation:

Recommend to the STA Board to approve the 2011 PCC Work Plan.

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PCC

DATE: January 10, 2011
TO: Solano Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: 2011 PCC Outreach Plan

Background/Discussion:

In preparation for 2011, the STA staff developed a Paratransit Coordinating Council (PCC) draft Work Plan for review and discussion by the PCC.

One of the key elements of the 2011 Work Plan is to focus on outreach activities. The purposes of these outreach activities are to promote awareness of the PCC and its information and advisory function and to encourage people with disabilities, seniors and others to take advantage of the opportunity to provide comments on the transportation system.

It was suggested to alternate PCC meeting locations in an effort to outreach further to senior centers and people with disabilities groups throughout the County. In response, STA staff developed a PCC Outreach Plan, with the PCC approval, which included rotating the PCC meeting location throughout the county to make it easier for the public to attend. In addition, notices of the PCC meetings were more broadly distributed. Finally, an updated PCC brochure was designed, and printed for wide distribution. Included in the brochure is an application for PCC membership.

At the last PCC meeting, it was suggested to continue with the same alternating PCC meeting locations in an effort to outreach further to senior centers and people with disabilities groups throughout the County. In addition, notice of the PCC meetings will continue to be distributed. Finally, the updated PCC brochure will continue to be distributed. Included in the brochure is an application for PCC membership. For more details, please see attached draft 2011 PCC Outreach Plan.

Recommendations:

Approve the PCC 2011 Outreach Plan

Attachment:

A. Solano Paratransit Coordinating Council 2011 Outreach Plan

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Solano Paratransit Coordinating Council
Draft 2011 Outreach Plan

Purpose:

- To increase the awareness of the Paratransit Coordinating Council and its information and advisory functions on transportation issues concerning Solano seniors and the people with disabilities.
- To encourage participation in the PCC as committee members and by the public in general.

1. Update and print the Paratransit Coordinating Council Brochure as needed
2. Distribute Paratransit Coordinating Council Brochures
 - a. Paratransit Vehicles
 - i. Make brochures available to all Paratransit providers for distribution on their vehicles
 - b. Distribute brochures at two or more locations in each city in Solano County
 - i. Vallejo
 1. Florence Senior Center
 2. Solano Employment Connection (display rack)
 3. JFK Library
 - ii. Fairfield
 1. Independent Living Center (display rack)
 2. Fairfield Senior Center
 3. Solano Community College (display rack)
 4. Westfield Mall – City Hall at the Mall
 5. City Hall
 - iii. Suisun City
 1. Nelson Community Center (display rack)
 2. Suisun City Hall (display rack)
 - iv. Vacaville
 1. Vacaville Library – Ulatis Community Center (display rack)
 2. Vacaville Senior Center (display rack)
 3. City Hall
 - v. Rio Vista
 1. Rio Vista City Hall (display rack)
 2. The Family Resource Center (display rack)
 3. Rio Vista Senior Center
 - vi. Benicia
 1. Benicia Library (display rack)
 2. Benicia Senior Center
 3. City Hall

- vii. Dixon
 - 1. Dixon Chamber of Commerce (display rack)
 - 2. Dixon Senior Center (display rack)
 - 3. City Hall
- 3. Outreach Program targeting senior centers and groups
 - a. Hold a PCC meeting at a different location throughout the year
 - b. Publicize meetings
 - 1. Distribute agenda to Board Clerk at all Cities/County
 - 2. Flyers on Paratransit vehicles in the city the meeting will be held
 - 3. Senior Centers of the city the meeting will be held
 - 4. Post on STA website
 - c. Improve PCC presence via the internet by linking improved STA website pages to senior and people with disabilities interest groups via weblinks.
 - d. Location of Meetings (depending on availability)
 - 1. Vallejo Joseph Room at JFK Library (Vallejo Runabout) – January 20, 2011
 - 2. Solano Community College – Fairfield Campus (DART/Vallejo Runabout) - March 17, 2011
 - 3. Ulatis Community Center (Vacaville City Coach Special Services)- May 19, 2011
 - 4. Fairfield Community Center (DART) July 21, 2011
 - 5. Benicia City Hall (Benicia Breeze) - September 15, 2011
 - 6. Suisun City Hall (DART) - November 17, 2011

PCC

DATE: January 10, 2011
TO: Solano Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: PCC Membership Update

Background:

The Solano Transportation Authority's (STA) Paratransit Coordination Council (PCC) By-Laws stipulates that there are eleven members on the PCC. Many of the positions are to be filled by specific types of organizations or transit riders. At the November's meeting, there was one (1) vacancy for Transit User.

Discussion:

Shirley Stacy was appointed to the PCC on January 18, 2008 and her term will expire January 2011 unless renewed. Shirley has expressed interest serving on the PCC for another term. At the November's meeting, the PCC unanimously approved to forward a recommendation to the STA Board to reappoint Shirley Stacy to the Paratransit Coordinating Council. In December 2010, the STA Board reappointed Shirley Stacy to PCC for another three-year term expiring in January 2014.

Recommendation:

Informational

Attachments:

- A. PCC Membership Status (January 2011)

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PCC Membership Status (January 2011)

Attachment A

Voting Members	Category	Agency	Appointed	Chair/Vice
Richard Burnett - Chair	MTC/PAC Representative		1/13/10	7/16/2010
Jim Williams - Vice Chair	Member-at-Large		1/13/10	1/13/2010
George Bartolome	Social Service Provider	Vallejo Transitions	1/13/10	1/18/2008
Rachel Ford	Public Agency, Solano County Health and Social Services		6/9/10	
Judy Nash	Public Agency, Education-related Services	Solano Community College	4/14/10	
Shannon Nelson	Member-at-Large	ADA Coordinator - City of Vacaville	9/8/10	
Ted Newton	Social Service Provider	Vallejo Unified School District	6/9/10	
Alicia Roundtree	Social Service Provider	Independent Living Resource	10/13/10	
Shirley Stacy	Transit User		1/18/11	
Kurt Wellner	Transit User		10/14/09	
Vacant - seeking 1 member	Transit User			

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PCC

DATE: January 10, 2011
TO: STA TAC
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2011-12

Background:

Transportation Development Act (TDA) Article 4/8 funds are distributed to cities and counties based upon a population formula and are primarily intended for transit purposes. However, TDA funds may be used for streets and roads purposes in counties with a population of less than 500,000, if it is annually determined by the regional transportation planning agency (RTPA) that all reasonable unmet transit needs have been met.

Annually, the Metropolitan Transportation Commission (MTC), the state designated Regional Transportation Planning Agency (RTPA) for the Bay Area, holds a public hearing in the late fall to begin the process to determine if there are any transit needs not being reasonably met in Solano County. Based on comments raised at the hearing and written comments received, MTC staff selects pertinent comments for Solano County's local jurisdictions that will be addressed. The STA coordinates with the transit operators who must prepare responses specific to their operation.

Once STA staff has collected all the responses from Solano County's transit operators, a coordinated response is approved by the STA Board and forwarded to MTC. Evaluating Solano County's responses, MTC staff determines whether or not there are any potential comments that need further analysis. If there are comments that need further analysis, MTC presents them to MTC's Programming and Allocations Committee (PAC) to seek their concurrence on those issues that the STA or the specified transit operator would need to further analyze as part of the Unmet Transit Needs Plan. Until MTC can make a finding that there are no reasonable unmet transit needs, all TDA claims for local streets and roads are held by MTC.

When MTC took final action on the FY 2009-10 Unmet Transit Needs process and concluded that there were no reasonable unmet transit needs, they also took action that directed Rio Vista and the County of Solano to develop a TDA phase out plan. As a result of this, in February 2010 Rio Vista City Council took action directing that Rio Vista no longer use TDA funds for streets and roads beginning FY 2010-11. A strategy to phase the County of Solano out of the Unmet Needs process was approved by the STA Board April 14, 2010. Therefore, the Unmet Transit Needs process is still being required to allow the County of Solano to claim TDA for streets and roads for FY 2011-12.

Discussion:

This year's Unmet Transit Needs Hearing was held on Thursday, December 2, 2010 at 6:00 pm at the Solano County Administration Center (SCAC) in the Board of Supervisors Chambers. MTC Commissioner Sperring chaired the meeting. In attendance were three staff from MTC and

three staff from STA. The Mayor and Councilmember of Suisun City attended as well as two PCC members. There was representation from Dixon, Fairfield, Solano County and Vacaville transit operators and two representatives from Solano County. Approximately 34 people attended the event and 11 people shared their comments and concerns. The comment period closed December 11, 2010 for accepting comments, by mail, e-mail, fax, and phone.

MTC staff will identify and forward pertinent comments for Solano County's local jurisdictions in January 2011. The STA coordinates with the transit operators and prepares responses specific to their operation.

The issues raised at the hearing and through written comments will be reviewed and compiled by MTC. The comments that are identified as reasonable unmet needs will be forwarded by MTC to STA. The STA staff will work with the transit operators to address the issues and STA staff will report to the PCC the status of the Unmet Needs progress so the PCC may monitor the process.

As FY 2011-12 will be the last year the County of Solano uses TDA for streets and roads, the Unmet Needs process will no longer be required in Solano County since no jurisdiction will be using TDA funds for streets and roads.

Recommendation:

Informational.

PCC

Date: January 4, 2011
To: Solano Paratransit Coordinating Council
From: Liz Niedziela, Transit Program Manager/Analyst
Re: FTA Section 5310 Call for Projects

Background:

The Federal Transit Administration's (FTA) Elderly Individuals and Individuals with Disabilities Program (Section 5310) provides capital grants for the purpose of meeting the transportation needs of elderly persons and persons with disabilities where mass public transportation services are otherwise unavailable, insufficient, or inappropriate. Caltrans is the designated recipient of the funds.

The Metropolitan Transportation Commission (MTC), the regional transportation planning organization for the nine Bay Area counties, requires that each county's Paratransit Coordinating Council (PCC) score FTA Section 5310 applications from their respective county before MTC formally reviews the applications. To fulfill this obligation, the Solano PCC establishes a three-person subcommittee each year to review and score Solano County FTA Section 5310 applications and recommends its findings for MTC to review before submittal to Caltrans.

Applicants submit their applications to the appropriate County Paratransit Coordinating Council (PCC). The PCC Scoring Subcommittee evaluates and scores the applications, and then forwards both the applications and scores to MTC. MTC compiles the County PCC scores and develops draft regional scores and rankings for review by the PCCs, and hears applicant appeals if necessary. MTC then transmits the applications and final regional rankings to Caltrans. When all applications throughout the state have been submitted to Caltrans, a statewide review committee develops a draft statewide prioritized list based on the scores provided by each region, and determines the minimum score for projects to be recommended for funding. The statewide review committee holds a staff level hearing for all stakeholders to discuss the statewide-prioritized list and hear any appeals on technical issues. The statewide evaluation committee submits a final statewide-prioritized list to the California Transportation Commission (CTC). The CTC holds a public hearing to discuss the prioritized list, overall program policy and adopts the prioritized list.

Discussion:

Call for Projects for FTA Section 5310 Program was announced January 4, 2011 (Attachment A). The Call for Project information has been posted on Caltrans website: <http://www.dot.ca.gov/hq/MassTrans/5310.html>. The FY10 application, scoring criteria, instructions have not yet been posted on the Caltrans website as of writing this staff report.

When STA staff receives further instructions from MTC, all information will also be posted on STA website and mailed to Solano County stakeholders. Caltrans anticipates that there will be approximately \$25 million in funding available statewide in the FY10 cycle.

At the November PCC meeting, staff requested the PCC to appoint three (3) PCC members to participate in the 5310 Application Scoring Subcommittee. The PCC appointments are Richard Burnett, Rachel Ford, Shirley Stacy, and Jim Williams as the alternate. The subcommittee has an opportunity to attend a scoring workshop to review the scoring criteria's guidelines and familiarize themselves with the process. The workshop is schedule for the first week of February. When more information becomes available, STA staff will inform the subcommittee. Tentatively, the STA staff drafted a preliminary timeline.

February 18, 2011 - FTA Section 5310 applications are due to STA.

February 24, 2011 - The 5310 Scoring Subcommittee will meet to interview applicants and score projects at STA office.

March 4, 2011 – STA staff submits scored applications to MTC.

May 6, 2011 - MTC submits scored application to Caltrans.

Recommendation:

Informational

Attachments:

- A. FTA Section 5310 Call for Projects

DEPARTMENT OF TRANSPORTATION
DIVISION OF MASS TRANSPORTATION
P.O. BOX 942874, MS-39
SACRAMENTO, CA 94274-0001
PHONE (916) 654-9842
FAX (916) 654-9366
TTY 711
www.dot.ca.gov



*Flex your power!
Be energy efficient!*

January 4, 2011

CALL FOR PROJECTS
FTA SECTION 5310 ELDERLY AND DISABLED SPECIALIZED TRANSIT

The California Department of Transportation's (Department) Division of Mass Transportation is pleased to announce a call for projects for federal fiscal years 2010 and 2011.

- Estimated combined federal funding is \$25 million
- Website for additional information: <http://www.dot.ca.gov/hq/MassTrans/5310.html>
- Toll-free assistance line: 1-888-472-6816
- Application due date to regional planning agency is **March 4, 2011**
- Application due date to the Department on or before **May 6, 2011**

A Fact Sheet is enclosed as well as a contact listing of the regional transportation planning agencies. This information is available in alternate formats by request. We look forward to working with you in this application cycle.

Sincerely,

ORIGINAL SIGNED BY

KIMBERLY A. GAYLE
Office Chief
Federal Transit Grants Programs

Enclosure

FTA Section 5310 Elderly and Disabled Specialized Transit Program
Federal Fiscal Year 2010/2011

PROGRAM FACT SHEET AND TIMELINE

Program Purpose: Provide capital grants for projects that meet the transportation needs of elderly persons and persons with disabilities where public mass transportation services are otherwise unavailable, insufficient or inappropriate.

Program History: Since the program's inception in 1975, approximately 500 agencies have received over 4000 vehicles statewide, serving a variety of client groups and programs ranging from small agencies with specific clientele (e.g. dialysis and AIDS patients) to large providers serving an entire community. The average cost for yearly maintenance for a vehicle is estimated at \$8,500.

Funds Available

- * Approximately \$25 million in Federal funds are available for this cycle;
- * 100 % in federal funds upon FTA approval of Transportation Development Credits.

Eligible Applicants:

- * Private non-profit corporations;
- * Public agencies where no private non-profits are readily available to provide the proposed service;
- * Public agencies that have been approved by the State to coordinate services.

Eligible Equipment:

- * Accessible vans and buses;
- * Mobile radios and communication equipment;
- * Computer hardware and software

Service Eligibility: Services to be provided must serve the transportation needs of elderly persons and/or persons with disabilities. Public service must be "incidental" per FTA C 9070.1F.

Project Eligibility: Applicants must have management oversight and control over the operations and service of the equipment. Applicants are required to provide sufficient justification and provide documentation that alternative transportation services are unavailable, insufficient or inappropriate to meet the agency's transportation needs.

Selected project

vehicle(s) must provide a minimum of 20 hours of service per week per vehicle or in coordination with other agencies.

All projects selected for funding must be derived from a Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan) as required by FTA C 9070.1F.

Vehicle Replacement Eligibility: Vehicle(s) must be in active service. Active service is defined as a vehicle providing service throughout the agency's normal days and hours of operation. A van(s) proposed for replacement must have been in service for four years or have at least 100,000 miles at the time of application. A replacement bus(s) must meet or exceed useful life at the time of application.

Service Expansion Eligibility: Applicants must be able to document that the proposed transportation service will provide:

- * Services to additional persons; or
- * Expand the service area or hours; or
- * Increase the number and/or frequency of trips.

Funding Selection Process:

1. The Regional Transportation Planning Agency (RTPA) scores the applications using established evaluation criteria and completes a prioritized list for their region.
2. The State Review Committee reviews the RTPA scores, and scores a statewide-prioritized list of projects based on available funding.
3. The California Transportation Commission (CTC) holds a public hearing to review and adopt the final list of projects.
4. Caltrans submits approved projects to the FTA.

Program Requirements: Once approved by FTA, successful applicants enter into a Standard Agreement with Caltrans. The agreement remains in effect until the project's useful life. Grantees are responsible for the proper use, operating costs, and maintenance of all project equipment. Grantees must be prepared to comply with the requirements of Caltrans, the Department of Motor Vehicle and the regulations of the California Highway Patrol.

PROGRAM NOTE:

FTA Section 5310 vehicles are purchased by Caltrans using a State procurement process. Upon Caltrans approval, public agencies can follow their own local procurement process. However, the grantee must comply with state and federal procurement procedures when purchasing with local funds. Upon project completion, the grantee may request reimbursement from Caltrans for the Federal Share.

PROGRAM TIMELINE

- January 4, 2011 - Call for Projects
- Begin Schedule for Public Hearings (Public Transit Only)
- January 24-28, 2011 - Grant Application Workshops (Southern California)
- February 1-4, 2011 - Grant Application Workshops (Northern California)
- March 4, 2011 - Regional applications due to RTPA by 5:00 p.m. March 4, 2011. RTPA scores applications and conducts appropriate public hearings.
- May 6, 2011 - RTPA forwards (electronically) regional prioritized list with scores and copies of applications with approved Certification and Assurances to Caltrans by 5:00 p.m May 6, 2011.
- June 6, 2011 - Regional scores are merged into a statewide-prioritized list of projects.
- State Review Committee reviews and verifies scores submitted by the RTPAs.
- June 22, 2011 to August 10, 2011 - Submit draft list to CTC for book item at the upcoming CTC meeting
- CTC distributes public draft Program of Projects (POP)
- CTC conducts staff level conference for the review committee to hear any filed appeals
- CTC conducts public hearing to adopt final POP
- Final POP distributed publicly
- Projects are programmed in the FTIP
- September 2011 - Schedule Successful Applicant Workshops, verify new agency information
- After verification that all projects have been programmed, approved POP submitted to FTA for funding approval
- After FTA's final approval, Standard Agreement process initiated
- Procurement process begins.

*For additional information call our toll free number (1.888.472.6816) or visit our website at:
<http://www.dot.ca.gov/hq/MassTrans/5310.html>*

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REGIONAL TRANSPORTATION PLANNING AGENCIES

REGIONAL AGENCY	CONTACT NAME	PHONE NUMBER/ FAX NUMBER	MAILING ADDRESS	STREET ADDRESS	E-MAIL ADDRESS	CITY		ZIP
Alpine County Transportation Commission	Brian Peters	(530) 694-2140, (Ph)/ (530) 694-2149 (Fax)	50 Diamond Valley Road	50 Diamond Valley Road	bpeters@alpinecounty.ca.gov	Markleeville	CA	96120
Amador County Local Transportation Commission	Charles Field	(209) 267-2282 (Ph)/ (209) 267-1930 (Fax)	11400 American Legion Drive	11400 American Legion Drive	charles@actc-amador.org	Jackson	CA	95642-9525
Butte County Association of Governments	Jon A. Clark	(530) 879-2468 (Ph)/ (530) 879-2444 (Fax)	2580 Sierra Sunrise Terrace, Suite 100	2580 Sierra Sunrise Terrace, Suite 100	jonclark@bcag.org	Chico	CA	95928-6301
Calaveras Council of Governments	Tim McSorley	(209) 754-2094 (Ph)/ (209) 754-2096 (Fax)	P.O. Box 280	692 Marshall, Suite A San Andreas, CA 95249	Tmcsorley@calacog.org	San Andreas	CA	95249
Colusa County Local Transportation Commission	James Bell	(530) 458-0466 (Ph)/ (530) 458-2035 (Fax)	1215 Market St	1215 Market st	jbelle@ccdpcw.com	Colusa	CA	95932
Council of Fresno County Governments	Tony Boren	(559) 233-4148 (Ph)/ (559) 233-9645 (Fax)	2035 Tulare Street, Suite 201	2035 Tulare Street, Suite 201	tboren@fresnocog.org	Fresno	CA	93721
Council of San Benito County Governments	Lisa Rheinheimer	(831) 637-7665 (Ph)/ (831) 636-4160 (Fax)	330 Tres Pinos, Suite C7	330 Tres Pinos, Suite C7	Lisa@sanbenitocog.org	Hollister	CA	95023
Del Norte County Local Transportation Commission	Tamera Leighton	(707) 465-3878 (Ph)/ (707) 465-5518 (Fax)	1225 Mashal St. Suite 8	1225 Mashal St. Suite 8	tamera@dnltc.org	Crescent City	CA	95932
El Dorado County Transportation Commission	Kathryn Mathews	(530) 642-5260 (Ph)/ (530) 642-5266 (Fax)	2828 Easy Street, Suite 1	2828 Easy Street, Suite 1	kmathews@edctc.org	Placerville	CA	95667
Glenn County Local Transportation Commission	John Linhart	(530) 934-6530 (Ph)/ (530) 934-6533 (Fax)	P. O. Box 1070	777 North Colusa Street	jlinhart@countyofglenn.net	Willows	CA	95988
Humboldt County Association of Governments	Marcella Clem	(707) 444-8208 (Ph)/ (707) 444-8319 (Fax)	427 F Street, Suite 220	427 F Street, Suite 220	hcaog@pacbell.net	Eureka	CA	95501
Imperial Valley Association of Governments	Kathi Williams	(760) 482-4290 Ph)/ (760) 352-7876 (Fax)	940 Main Street, Suite 208	940 Main Street, Suite 208	kathwilliams@Imperialcounty.net	El Centro	CA	92243-2853

REGIONAL TRANSPORTATION PLANNING AGENCIES

REGIONAL AGENCY	CONTACT NAME	PHONE NUMBER/ FAX NUMBER	MAILING ADDRESS	STREET ADDRESS	E-MAIL ADDRESS	CITY		ZIP
Inyo County Local Transportation Commission	Ted Pedersen	(760) 878-0201 (Ph)/ (760) 878-2001 (Fax)	P. O. Box Q	168 North Edwards	tpedersen@inyocounty.us	Independence	CA	93526
Kern Council of Governments	Ronald E Brummett	(661) 861-2191 (Ph)/ (661) 324-8215 (Fax)	1401 19th Street, Suite 300	1401 19th Street, Suite 300	rbrummett@kerncog.org	Bakersfield	CA	93301
Kings County Association of Governments	Terri King	(559)582-3211,x2654Ph)/ (559) 584-8989 (Fax)	339 W. D St. Suite B	339 W. D St. Suite B	terri.king@co.kings.ca.us	Lemoore	CA	93245
Lake County/City Area Planning Council	Lisa Davey-Bates	(707) 263-7799(Ph)/ (707) 263-1826 (Fax)	367 N State St, Suite 206	367 N State St, Suite 206	daveybatesl@dow-associates.com	Lakeport	CA	95453
Lassen County Transportation Commission	Larry Millar	(530) 251-8288 (Ph)/ (530) 257-2675 (Fax)	707 Nevada Street	707 Nevada Street	lmillar@co.lassen.ca.us	Susanville	CA	96130
Los Angeles County Metropolitan Transportation Authority	Anelle Albarrana or Chris Hazen	(213) 922-3050 (Ph)/ (213) 922-2849 (Fax)	P.O. Box 194, MS 99-23-1	One Gateway Plaza	hazenc@metro.net	Los Angeles	CA	90012-2952
Madera County Transportation Commission	Troy McNeil	(559) 675-0721 X- 12 (Ph)/ (559) 675-9328 (Fax)	2001 Howard Rd, Suite 201	2001 Howard Rd, Suite 201	troy@maderactc.org	Madera	CA	93637
Mariposa County Local Transportation Commission	Dana Hertselder	(209) 966-5356 (Ph)/ (209) 966-2828 (Fax)	4639 Ben Hur Road	4639 Ben Hur Road	dhertfelder@mariposacounty.org	Mariposa	CA	95338
Mendocino Council of Governments	Phil Dow	(707) 463-1859 (Ph)/ (707) 463-2212 (Fax)	367 North State Street, Suite 206	367 North State Street, Suite 206	dowp@dow-associates.com	Ukiah	CA	95482
Merced County Association of Governments	Marjie Kirn	(209) 723-3153, X-351 (Ph)/ (209) 723-0322 (Fax)	369 W. 18th Street	369 W. 18th Street	mkirn@mcag.cog.ca.us	Merced	CA	95340
Metropolitan Transportation Commission	Kristen Mazur	(510) 817-5789 (Ph)/ (510) 817-5848 (Fax)	101 Eighth Street	101 Eighth Street	kmazur@mtc.ca.gov	Oakland	CA	94607-4700
Modoc County Transportation Commission	Pam Couch	(530) 233-6422 (Ph)/ (530) 233-3744 (Fax)	P.O. Box 111	111 West North Street/	pamcouch@frontiernet.net	Alturas	CA	96101-0999
Mono County Local Transportation Commission	Scott Burns	(760) 924-1807 (Ph)/ (760) 924-1801 (Fax)	P.O. Box 347	437 Old Mammoth	sburns@mono.ca.gov / gplummer@mono.ca.gov	Mammoth Lakes	CA	93546

REGIONAL TRANSPORTATION PLANNING AGENCIES

REGIONAL AGENCY	CONTACT NAME	PHONE NUMBER/ FAX NUMBER	MAILING ADDRESS	STREET ADDRESS	E-MAIL ADDRESS	CITY		ZIP
Nevada County Transportation Commission	Daniel Landon	(530) 265-3202 (Ph)/ (530) 265-3260 (Fax)	101 Providence Mine Road, Suite 102	101 Providence Mine Road, Suite 102	dlandon@nccn.net	Nevada City	CA	95959
Orange County Transportation Authority	Rick Teano	(714) 560-5716 (Ph)/ (714) 560-5795 (Fax)	P. O. Box 14184	550 S. Main Street	Rteano@octa.net	Orange	CA	92863-1584
Placer County Transportation Planning Agency	David Melko	(530) 823-4030 (Ph)/ (530) 823-4036 (Fax)	299 Nevada Street	299 Nevada Street	dmelko@pctpa.net	Auburn	CA	95603
Plumas County Transportation Commission	Martin Byrne	(530) 283-6492 (Ph)/ (530) 283-6323 (Fax)	1834 East Main Street	1834 East Main Street	martybyrne@countyofplumas.com	Quincy	CA	95971
Riverside County Transportation Commission	Josephina Clemente	(951) 787-7141 (Ph)/ (951) 787-7920 (Fax)	P.O. Box 12008	4080 Lemon Street, 3rd Floor	jclemente@rctc.org	Riverside	CA	92502-2208
Sacramento Area Council of Governments	Barbara Bechtold	(916) 340-6226 (Ph)/ (916) 321-9551 (Fax)	1415 L Street, Suite 300	1415 L Street, Suite 300	bvaughanbechtold@sacog.org	Sacramento	CA	95814
San Diego Association of Governments	Danielle Kochman	(619) 699-1921(Ph)/ (619) 595-1905 (Fax)	401 B St, Suite 800, First Interstate Plaza	401 B St, Suite 800, First Interstate Plaza	dko@sandag.org	San Diego	CA	92101
San Joaquin Council of Governments	Sam Kaur	(209) 468-3913 (Ph)/ (209) 468-1084 (Fax)	555 East Weber Avenue	555 East Weber Avenue	kaur@sjcog.org	Stockton	CA	95202
San Luis Obispo Council of Governments	Eliane Guillot	(805) 781-5711 (Ph)/ (805) 781-5703 (Fax)	1150 Osos Street, Suite 202	1150 Osos Street, Suite 202	eguillot@slocog.org	San Luis Obispo	CA	93401
SANBAG	Beth Kranda Heather Menninger-Mayeda	(909) 621-3101(Ph)/ (909) 621-9387 (Fax)	306 Lee Avenue	306 Lee Avenue	bkranda@sanbag.ca.gov amma306@earthlink.com	Claremont	CA	91711-3123
Santa Barbara County Association of Governments	Michael Powers Sarkes Khachek	(805) 961-8900 (MP-Ph)/ (805) 961-8901 (Fax) (805) 961-8913 (SK-Ph.)	260 North San Antonio Road, Suite B	260 North San Antonio Road, Suite B	mpowers@sbcag.org / skhachek@sbcag.org	Santa Barbara	CA	93110

REGIONAL TRANSPORTATION PLANNING AGENCIES

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Santa Cruz County Regional Transportation Commission	Karena Pushnik	(831) 460-3200 (Ph)/ (831) 460-3215 (Fax)	1523 Pacific Avenue	1523 Pacific Avenue	kpushnik@sccrtc.org	Santa Cruz	CA	95060-3911
Shasta County Regional Transportation Planning Agency	Sue Crowe	(530) 245-6826 (Ph)/ (530) 225-5667 (Fax)	1855 Placer Street	1855 Placer Street	slcrowe@co.shasta.ca.us	Redding	CA	96001
Sierra County Transportation Commission	Brian Davey	(530) 289-2848 (Ph)/ (530) 289-2828 (Fax)	P.O. Box 98	101 Courthouse Square	bdavey@sierracounty.ws	Downieville	CA	95936
Siskiyou County Transportation Commission	Tom Anderson	(530) 842-8269 (Ph)/ (530) 842-0148 (Fax)	305 Butte Street	305 Butte Street	tanderso@co.siskiyou.ca.us	Yreka	CA	96097
Stanislaus Council of Governments	Scott Philips	(209) 525-4644 (Ph)/ (209) 558-7833 (Fax)	900 H Street, Suite D	900 H Street, Suite D	swphilips@stancog.org	Modesto	CA	95354-2300
Tahoe Regional Planning Agency	Nick Haven	(775) 588-4547, X-256 (Ph)/ (775) 588-4527 (Fax)	P. O. Box 5310	128 Market St.	nhaven@trpa.org jandoh@trpa.org	State Line	NV	89449
Tehama County Transportation Commission	Barbara O'Keeffe	(530) 385-1462, X- 3017(Ph)/ (530) 385-1189 (Fax)	9380 San Benito Avenue	9380 San Benito Avenue	bokeeffe@tcpw.ca.gov	Gerber	CA	96035-9702
Transportation Agency for Monterey County	Andy Cook	(831) 775-4411 (Ph)/ (831) 775-0897 (Fax)	55 B Plaza Circle	55 B Plaza Circle	andy@tamcomonterey.org	Salinas	CA	93901-2902
Trinity County Transportation Commission	Polly Chapman	(530) 623-1351, X-14 (Ph)/ (530) 623-1353 (Fax)	P.O. Box 2819	60 Glenn Road	pchapman@trinitycounty.org	Weaverville	CA	96093-2819
Tulare County Association of Governments	Marvin Demers	(559) 733-6653,(Ph)/ x4886 (559) 730-2653 (Fax)	5961 South Mooney Blvd	5961 South Mooney Blvd	mdeimmers@co.tulare.ca.us	Visalia	CA	93277
Tuolumne County Transportation Council	Darren Grossi	(209) 533-5601 (Ph)/ (209) 533-5698 (Fax)	2 South Green Street	2 South Green Street	dgrossi@co.tuolumne.ca.us	Sonora	CA	95370
Ventura County Transportation Commission	Vick Kamhi	(805) 642-1591, (Ph)/ (805) 642-4860 (Fax)	950 County Square Drive, Suite 207	950 County Square Drive, Suite 207	vkamhi@goventura.org	Ventura	CA	93003

REGIONAL TRANSPORTATION PLANNING AGENCIES

REGIONAL AGENCY	CONTACT NAME	PHONE NUMBER/ FAX NUMBER	MAILING ADDRESS	STREET ADDRESS	E-MAIL ADDRESS	CITY		ZIP

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PCC

DATE: January 10, 2011
TO: STA PCC
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Solano Senior and People with Disabilities Transportation Study Update
Status

Background:

The STA's initial Comprehensive Transportation Plan (CTP) Transit Element, which was adopted by the STA Board May 2002, recommended further study to focus on new or updated senior and people with disabilities transportation services. The purpose of the study was to develop a concept or vision for future senior and people with disabilities service through extensive public outreach, data collection, projected service demand, and projected funding needed for service providers. The current Senior and People with Disabilities Transportation Study was completed and approved by the STA Board in June 2004.

The CTP is currently being updated. Transportation services for seniors and the people with disabilities have changed, and will continue to evolve, since the completion of the last Senior and People with Disabilities Transportation Study six years ago. The large public response to the two Senior Summits held in 2009 further indicates it is an increasingly important transportation mobility issue and the STA Board authorized initiating an update to the plan earlier this year.

The proposed update to the Senior and People with Disabilities Transportation Study will provide implementation recommendations that may be incorporated into or provide direction to:

1. The update of the Transit Element of the CTP;
2. Solano County transit providers' short- and long-range transit plans;
3. Identifying new funding revenues for Senior and Disabled transit services and setting priorities for service once these funding sources are identified; and
4. Provide direction to the STA, the County Board of Supervisors, and others, for coordinating senior and people with disabilities transportation services in the county.

Public input and involvement during this study effort is a key component. The input already collected from the June and October 2009 Senior Summits has helped support this Study. These events identified an extensive list of stakeholders including public, private and non-profit organizations that have been invited to participate in identifying the needs and prioritizing solutions as they relate to Senior and People with Disabilities Transportation. The momentum of the Senior Summits was maintained with the

establishment of a new STA Committee: Solano Senior and People with Disabilities Transportation Advisory Committee which began meeting in May 2010.

Nelson/Nygaard has been selected as the consultant to conduct this study. The consultant attended the first Committee meeting that was held in May 2010 and further engaged the Committee throughout the project schedule. At the recent October Senior and People with Disabilities Transportation Advisory Committee the group was given an update and their input was requested. To allow adequate time for this, a separate meeting time for interested Committee members was held in November.

Discussion:

This study was introduced to the PCC in September. Initial comments were received from the PCC. The consultant also attended the November PCC meeting and provided an update and gathered additional comments on transportation gaps and potential strategies.

A survey was developed and distributed in hard copy as well as electronically. It was available on-line in the week of November 15. Rochelle Sherlock of Solano's Senior Coalition is a member of the consultant team and has taken the lead on outreach to Solano's senior population. This includes developing an outreach strategy to reach a broad section of seniors throughout Solano County by attending senior oriented events, presentations, focus groups, and distributing surveys. Nelson/Nygaard and Acumen focused on the Over 1,000 surveys were returned.

The second survey, Solano Paratransit User Survey, being inducted is to learn how previous riders of Solano Paratransit have been affected by the changes (Attachment A). This survey is intended to gather information from people who were certified to use ADA Paratransit services in Solano County, and used Solano Paratransit in the past. Until June 2009, Solano Paratransit provided intercity ADA paratransit service to residents of Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and the unincorporated areas in their vicinity. This survey will be mailed out early January to previous Solano Paratransit users with a requested return date of January 31, 2011.

Subsequently, the study will progress into developing and prioritizing strategies to address identified service gaps. While transit, paratransit and taxis services are expected to be among the strategies, non-transit strategies are also expected to be identified. As part of the implementation element of the plan, strategies will be presented in categories of short, medium, and long-term with cost estimates and implementation issues. The study is due to be completed by June 2011.

Recommendation:

Informational.

- A. Solano Paratransit User Survey



Solano Transportation Authority
SURVEY of INTERCITY SOLANO
PARATRANSIT RIDERS

The Solano Transportation Authority (STA) is updating the countywide plan to address near and long-term transportation needs for seniors and people with disabilities. This survey is intended to gather information from people who were certified to use ADA Paratransit services in Solano County, and used Solano Paratransit in the past. Until June 2009, Solano Paratransit provided intercity ADA paratransit service to residents of Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and the unincorporated areas in their vicinity. We are interested in learning how previous riders of Solano Paratransit have been affected by the changes.

Please complete this survey, fold and **mail it back by January 31, 2011.**

1. Solano Paratransit, an *intercity* paratransit service, was discontinued in June 2009. Yes No
Did you use Solano Paratransit during the last year it was operating?

If you DID use Solano Paratransit: (If not, skip to question 4)

2a. How often did you use it? Less than once a month Once a month
 2 to 3 times a month Once a week More than once a week

2b. Where did you live? Dixon Fairfield
 Rio Vista Suisun City Vacaville Unincorporated County
 Other (Please specify location) _____

2c. Where did you travel to? Dixon Fairfield Rio Vista
 Suisun City Vacaville Vallejo Unincorporated County
 Other (Please specify location) _____

2d. What was the purpose of your trips? (Check all that apply)
 Dialysis Other medical appointments School
 Work Shopping Social visits
 Other (Please specify) _____

3. Since Solano Paratransit was discontinued, do you still make the same intercity trips? (Check one) All Most Some None

3a. If not All, why not? (Check all that apply) No longer need the service
 Don't like to transfer Too expensive I moved Takes too long
 Found another option (Please specify) _____
 Other reasons you do not take the same intercity trips as before: (Please specify)

4. If you still make intercity trips, which paratransit services do you use?

(Check all that apply)

I do not use any paratransit services (Go to question 8)

Benicia Dial-a-Ride

Rio Vista Delta Breeze

Dixon Read-Ride

Vacaville City Coach Special Services

Fairfield/Suisun DART

Vallejo Runabout

5. How often do you use them?

Less than once a month

Once a month

2 to 3 times a month

Once a week

More than once a week

6. Where do you travel to?

Dixon

Fairfield

Rio Vista

Suisun City

Vacaville

Vallejo

Unincorporated County

Other (Please specify location) _____

7. What is the purpose of your trips?

Dialysis

Other medical appointments

School

Work

Shopping

Social visits

Other (Please specify) _____

8. In general, what modes do you use to travel?

Please rank the top three ways you get around, using 1 for the most often, 2 for the next, and 3 for the third most-often used mode.

___ Ride paratransit

___ Walk (or use a wheelchair)

___ Get a ride in a car from someone else

___ Take a taxi

___ Use fixed-route public transit (bus, train, ferry)

___ Other (specify) _____

9. How well is intercity paratransit working for you now? Please rate each of the following statements by circling a number from 1 to 5, with 1 for *Strongly Agree* and 5 for *Strongly Disagree*.

Not applicable – I do not use intercity paratransit services. (Go to question 10)

	STRONGLY AGREE			STRONGLY DISAGREE	
<i>I am able to get a ride when I need one</i>	1	2	3	4	5
<i>I understand how to use the system</i>	1	2	3	4	5
<i>My ride comes on time</i>	1	2	3	4	5
<i>Transfers are not a problem for me</i>	1	2	3	4	5
<i>Paratransit is priced reasonably</i>	1	2	3	4	5

10. Have you used any of the following services? (Check all that apply)

- Non-profit transportation service or program (Sr. Escort Program, Ride with Pride, etc.)
- Private transportation provider
- Senior Center shuttle
- Facility Shuttle
- Faith-based service
- Paid personal assistant
- Other (specify) _____

10b. Do you use any of these services *more, less, or about the same* since Solano Paratransit was discontinued? More About the same Less

11. Would any of the following changes to the intercity paratransit services result in you riding more frequently?

Please prioritize the top three with 1 being the most important.

None, I don't expect to use paratransit any more often than I do now.

___ If I did not have to transfer between systems.

___ If trips didn't take so long

___ If it cost less

___ If it was easier to make trip reservations

___ If they ran earlier in morning or later in evening.

___ If there were more trips available on weekdays (Monday - Friday).

___ If there was more frequent service on Saturdays and Sundays.

___ Other (please describe) _____

12. Do you use a mobility device? No Yes (If Yes, please check which one)

- Power Wheelchair
- Non-power Wheelchair
- Scooter
- Cane/ walking device

Other (Please specify) _____

13a. Are you aware of the Intercity Taxi Scrip program? Yes No

13b. If Yes, have you ever used it? Yes No

13c. If you know about the Taxi Scrip program but have not used it, why not?

- Don't need to travel intercity
- Wait for the ride is too long
- Too expensive
- Not eligible
- Don't understand the service
- Other (Please specify) _____

14. Do you have suggestions for improving the Intercity Taxi Scrip program?

15. Please indicate if you are		<input type="checkbox"/> Female	or	<input type="checkbox"/> Male
16. How old are you?				
<input type="checkbox"/> 18 or younger	<input type="checkbox"/> 19 to 34	<input type="checkbox"/> 35 to 49		
<input type="checkbox"/> 50 to 64	<input type="checkbox"/> 65 to 79	<input type="checkbox"/> 80 or older		
17. What is your approximate annual household income?				
<input type="checkbox"/> Under \$15,000	<input type="checkbox"/> \$15,000 to \$34,999	<input type="checkbox"/> \$35,000 to \$49,999		
<input type="checkbox"/> \$50,000 to \$74,999	<input type="checkbox"/> \$75,000 to \$99,999	<input type="checkbox"/> Over \$100,000		

Thank you! If you have any questions about this survey, please call Elizabeth Richards at (707) 424-6075, or send email to paratransit@sta-snci.com.

Use the space below for any additional comments you have on Solano County paratransit services.

(fold here)

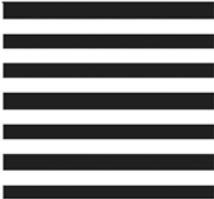


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Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585-9899



PCC

Date: January 10, 2011
 To: Solano Paratransit Coordinating Council
 From: Liz Niedziela, Transit Program Manager/Analyst
 Re: 2010 PCC Work Plan Accomplishments

Background:

The PCC annually reviews and updates the PCC goals for the year. The approved 2010 PCC Work Plan is presented below followed by a summary of accomplishments.

Activity	Tasks	2010 Timeline
Administrative	<ul style="list-style-type: none"> • Elect PCC Officers 	January 2010
Outreach	<ul style="list-style-type: none"> • Develop a strategy to increase/maintain PCC Membership. (i.e., press release, letters of outreach, etc.). • Improve the identity of the PCC through marketing strategies. • Outreach to Solano Community College. • Outreach to senior centers and people with disabilities groups. • Develop stronger presence on the STA website. 	January – December Until vacancies are filled. January – December January – December January – December January – December
Projects	<ul style="list-style-type: none"> • Participate in studies that impact transportation for seniors and the disabled. • Develop expertise and understanding of the range of transportation services for Solano seniors and people with disabilities. 	January – December January – December
Funding	<ul style="list-style-type: none"> • Establish FTA Section 5310 application review committee. • Review FTA Section 5310 applications. • Review TDA Article 4/8 Claims for Cities and County of Solano. • Monitor the MTC Unmet Transit Needs Process. 	TBA TBA January – December January - December

Discussion:

All PCC members are to be commended for their continued commitment to the Work Plan.

Elections: In 2010, the PCC experienced a number of changes while still working through its Work Plan.

Administrative: PCC Elections were held and new officers put in place at the beginning of 2010.

Membership: Four members of the PCC left, five members were added.

Outreach: Outreach has been occurring throughout the year to recruit new PCC members via brochure distribution, the internet, transit operators and other means. These efforts were successful and resulted in the addition of five new PCC members.

The PCC website is continually reviewed and updated. The new Solano County Senior and People with Disabilities Transportation Guide and Solano County Intercity Taxi Scrip Program were posted on the STA website. SolanoExpress provides information on the paratransit services in Solano County.

As part of outreach to seniors and people with disabilities groups throughout the County, alternating PCC meeting locations was continued. The PCC held meetings in Benicia, Fairfield, Solano Community College, Suisun City, Vacaville and Vallejo.

Projects: The PCC provided input to the countywide Comprehensive Transportation Plan, Solano Senior and People with Disabilities Transportation Study Update, Vehicle Registration Fee (VRF) Expenditure Plan –Senior and People with Disabilities Mobility and paratransit operations.

Through PCC presentations, the committee members have developed a better understanding of the range of transportation services for Solano seniors and people with disabilities.

The PCC approved the presentation of the seven (7) ADA Topics to improve understanding of Americans with Disabilities Act (ADA) and how it relates to ADA paratransit and transit services.

PCC is being represented in the new Solano Senior and People with Disabilities Transportation Committee.

Funding: The PCC established a three-person subcommittee in 2010 to review and score Solano County FTA Section 5310 applications. The PCCs sub-committee evaluated and scored the application, and then forwarded both the applications and scores to MTC. MTC compiled the County PCC scores and developed draft regional scores and rankings for review by the PCCs, and heard applicant appeals.

Numerous Transportation Development Act (TDA) fund applications were reviewed and approved by the PCC. The PCC also monitored the FY10-11 and the FY11-12 Unmet Transit Needs processes.

Recommendation:
Informational