



Solano Transportation Authority

One Harbor Center, Suite 130
Suisun City, California 94585

Area Code 707
424-6075 • Fax 424-6074

PCC

Members:

- Benicia
- Dixon
- Fairfield
- Rio Vista
- Solano County
- Suisun City
- Vacaville
- Vallejo

SOLANO PARATRANSIT COORDINATING COUNCIL (PCC) AGENDA

Friday, March 16, 2007
12:00 – 2:00pm

Solano Community College
Student Governing Board Room
Student Center, Room 1404

	<u>ITEM</u>	<u>STAFF PERSON</u>
I.	CALL TO ORDER	Jim Simon, Chair
II.	APPROVAL OF AGENDA (12:05 – 12:10 p.m.)	
III.	OPPORTUNITY FOR PUBLIC COMMENT (12:10 – 12:15 p.m.)	
IV.	HUMAN SERVICES PLAN PRESENTATION (12:15 – 12:55 p.m.)	Nelson/Nygaard Consulting
V.	COMMENTS FROM STAFF (12:55 – 1:00 p.m.)	

PCC MEMBERS

Jim Simon
Member at Large

James Williams
Member at Large

Catarina Evenson
Solano Community
College Rep.

George Bartolome
Vallejo
Transitions

Richard Burnett
EDAC
Representative

Leticia Hammons
Independent Living
Resource

VI. ACTION ITEMS

- A. **Approval of Minutes from PCC Meeting of January 19, 2007** Judy Leaks
Action
(1:00 – 1:05 p.m.) – Pg. 1
- B. **Approval of PCC Bylaws Revision** Judy Leaks
Action
(1:05 – 1:10 p.m.) – Pg. 5
- C. **Approval of 2007 PCC Final Work Plan** Judy Leaks
Action
(1:10 – 1:15 p.m.) – Pg. 13

VII. INFORMATION ITEMS

- A. **Human Services Transportation Plan/Status of FTA 5310 Process** Elizabeth Richards
Informational
(1:15 – 1:20 p.m.) – Pg. 15
- B. **ADA Sensitivity Training Status** Elizabeth Richards
Informational
(1:20 – 1:25 p.m.) – Pg. 15
- C. **PCC Membership Status** Judy Leaks
Informational
(1:25-1:30 p.m.) – Pg. 16
- D. **Acronym List** Judy Leaks
Informational
(1:30 – 1:35 p.m.) – Pg. 16
- E. **TransLink Update** Judy Leaks
Informational
(1:35 – 1:40 p.m.) – Pg. 16
- F. **Paratransit Comment Cards** Elizabeth Richards
Informational
(1:40 – 1:45 p.m.) – Pg. 16
- G. **Transit/Paratransit Monthly Reports and Updates** Group
Informational
(1:45– 1:50 p.m.) – Pg. 16

**VIII. FUTURE AGENDA ITEMS AND COUNCIL
COMMENTS**

Group

Discussion

(1:50 – 1:55 p.m.)

IX. ADJOURNMENT

The next regular meeting of the PCC is scheduled – **at Fairfield Community Center, 12:00, Friday, May 18, 2007**

For questions regarding this agenda:

Please contact Elizabeth Richards at (707) 427-5109 or erichards@sta-snci.com.

THIS PAGE INTENTIONALLY LEFT BLANK

PCC

SOLANO PARATRANSIT COORDINATING COUNCIL

Minutes

Meeting of January 19, 2007
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

AGENDA ITEM I – CALL TO ORDER

PCC Chair Jim Williams called the meeting to order at 12:15pm at the Fairfield Community Center. Self-introductions were made.

Voting Members Present:

James Williams	Chair, Member-at-Large
Catarina Evanson	Vice Chair, Solano Community College Representative
Jim Simon	Member-at-Large
George Bartoleme	Social Service Provider Representative
Leticia Hammons	Social Service Provider Representative
Richard Burnett	MTC/EDAC Representative

Also Present:

George Fink	Fairfield-Suisun Transit
Hollie Miller	Fairfield-Suisun Transit
Elizabeth Richards	STA
Judy Leaks	STA

AGENDA ITEM II – APPROVAL OF JANUARY 19, 2007 AGENDA

On a motion by Jim Simon and a second by Catarina Evanson, the PCC approved the agenda for January 19, 2007.

AGENDA ITEM III – OPPORTUNITY FOR PUBLIC COMMENT

There were no comments from the public. Committee member Jim Simon provided information about the 10th Annual Transportation and Land Use Coalition Summit to be held on March 2, 2007.

AGENDA ITEM IV – COMMENTS FROM STAFF

Staff formally greeted Richard Burnett and Leticia Hammons as new members to the PCC.

AGENDA ITEM V – SELECTION OF PCC CHAIR AND VICE CHAIR

The Council nominated and unanimously elected Jim Simon as PCC Chair and George Bartolome as Vice Chair.

AGENDA ITEM VI – ACTION ITEMS

A. Minutes of the PCC Meeting of September 15, 2006

On a motion by Catarina Evanson and seconded by Jim Simon, the PCC approved the minutes for the September 15, 2006 meeting, with 2 abstentions.

B. Minutes of the PCC Meeting of December 8, 2006

On a motion by Jim Simon and seconded by Catarina Evanson, the PCC approved the minutes for the December 8, 2006 meeting, with 2 abstentions.

AGENDA ITEM VII – INFORMATION ITEMS

A. PCC Membership Update

Judy Leaks provided an update on PCC Membership recruitment efforts. At the January 10, 2007 meeting, the STA Board approved the appointment of two new members to the PCC – Richard Burnett, the MTC’s EDAC (disabled) representative for Solano County and Leticia Hammons, the Independent Living Resource in Fairfield. Discussion regarding additional recruitment possibilities included the following suggestions: contact local Health & Human departments, Mission Solano, advertise at senior centers, libraries, on buses and at Solano Community College.

B. PCC Bylaws Modification

During PCC membership recruitment efforts, staff noticed a discrepancy in the PCC Bylaws with respect to the number of voting members. A proposed revision of the Bylaws addressing the discrepancy in addition to a few minor additional changes was presented for PCC review.

C. 2006 PCC Workplan Accomplishments

Elizabeth Richards presented the summary of accomplishments from the 2006 PCC Workplan.

D. 2007 PCC Draft Workplan

The preliminary 2007 PCC Workplan was presented by Judy Leaks. In addition to the listed tasks, members suggested the following: target elderly drivers; observe sensitivity training conducted at transit agencies; work with other PCCs throughout the Bay Area participating in a “coalition of ideas.”

E. Status of FT 5310 Process

Elizabeth Richards reported that as a condition for receiving Section 5310 grant funds projects proposed for funding must be derived from a “locally developed, coordinated public transit-human services transportation plan.” The 5310 Grant Cycle will resume after final guidance is received via Circulars from the FTA in March 2007 and the California Transportation Commission (CTC) Advisory Committee reconvenes to incorporate the new requirements into the grant application approval process. Caltrans will send out a formal notice once all the new requirements have been implemented

F. TransLink Update

Judy Leaks presented a brief update on the TransLink roll-out. TransLink is now operating on all AC Transit, Golden Gate and Ferry, and Dumbarton Express routes. Richard Burnett shared his knowledge of EDAC’s focus on TransLink.

G. Human Services Transportation Plan

Nelson/Nygaard, who is contracting with MTC to develop the Human Services Transportation Plan, was unable to attend the meeting. They will attend the next PCC meeting on March 16, 2007 to present their findings.

H. Transit/Paratransit Monthly Reports

George Fink of Fairfield/Suisun Transit introduced Hollie Miller. Hollie provided the monthly report.

AGENDA ITEM VII – FUTURE AGENDA ITEMS AND COUNCIL COMMENTS

The following items were brought up for future agenda items: MTC's Human Services Transportation Plan, 5310 Status, 2007 Work Plan, Translink, San Mateo County's PCC invitation.

The meeting adjourned at 2:00. The next regular meeting of the PCC is scheduled at **12:00 p.m., Friday, March 16, 2007 at Solano Community College.**

THIS PAGE INTENTIONALLY LEFT BLANK

PCC

DATE: March 9, 2007
TO: Solano Paratransit Coordinating Council
FROM: Judy Leaks, Program Manager/Analyst
RE: PCC Bylaws Revision

Background/Discussion:

During the PCC membership recruitment efforts, staff noticed a discrepancy in the PCC Bylaws with respect to the number of voting members. The Bylaws stated there were eleven (11) voting members, but listed twelve (12) positions. Staff is recommending a change in the PCC Bylaws to decrease the number of Social Service Providers from four to three to meet the eleven members requirement.

Staff also took this opportunity to have legal counsel review the entire PCC Bylaws. Based on that review staff recommends a few additional minor changes.

The recommended changes to the PCC Bylaws were presented for review at the January 19, 2007 meeting.

Recommendation:

Approval

Attachment:

A. PCC Bylaws

THIS PAGE INTENTIONALLY LEFT BLANK



BYLAWS
of the
SOLANO PARATRANSIT COORDINATING COUNCIL (PCC)
Revised March 8, 2007

ARTICLE I NAME

Section 1. The name of this organization shall be the Solano Paratransit Coordinating Council (PC), hereinafter called COUNCIL.

ARTICLE II AUTHORIZING AGENCY

Section 1. The Solano Transportation Authority (STA) is the authorizing agency for the Paratransit Coordinating Council and shall approve all appointments to the Council and amendments to the Bylaws of the Council.

ARTICLE III PURPOSE

Section 1. The Council shall serve as an advocate for improved availability of transit services for the elderly, disabled, minorities, economically disadvantaged and other transit dependent persons.

Section 2. The Council shall advise the Solano Transportation Authority, the Metropolitan Transportation Commission, and other appropriate funding agencies in the expenditure of all available paratransit revenues.

Section 3. The Council shall serve as a forum to bring together the diverse perspectives of those individuals and groups seeking to provide the best possible transportation services for the above designated transit dependent individuals.

ARTICLE IV FUNCTION

Section 1. The Council shall increase cooperation and coordination in the availability of transportation services by minimizing overlap and duplication in the use of resources at the policy, management, and service delivery levels.

Section 2. The Council shall review proposals requesting Federal, State and/or local paratransit monies and make recommendations on these proposals to the appropriate funding agencies.

Section 3. The Council shall provide a forum for discussion of common goals and recommended actions affecting paratransit. This coordination is intended to result in increased utilization of transit services and reduced costs, by means of shared vehicles, insurance pooling and other coordinated actions.

Section 4. The Council shall be an advocate for the best possible use of existing transit

services and for the provision of new services to address unmet needs for those who are transit dependent. It shall channel input and suggestions to existing paratransit services in the County and keep informed of the special needs of transit dependent people, augmenting the information contained in the Solano County Multimodal Transportation Plan, the annual ADA Joint Paratransit Compliance Plan updates; and other plans and studies that address paratransit issues in Solano County.

Section 5. The Council shall offer assistance to groups and/or agencies applying for Federal, State, and/or other appropriate funds for paratransit services; continue to be aware of potential funding sources; disseminate transportation information to as wide an audience as possible within the County, and at the same time seek to coordinate with other groups which have a regional interest in transportation.

ARTICLE V MEMBERSHIP

Section 1. The Council shall be composed of representatives of private, public and nonprofit providers and consumers of transit services whose interests are consistent with the purpose of the Council and who shall represent all communities in the County.

Section 2. The Council shall consist of a number of representatives from the groups listed below. The number of voting members in each of these categories is indicated in parentheses after the group. In selecting members for the Council every effort will be made to ensure that the needs and perspectives of members of minority groups will be adequately represented.

- 1) Voting Members (11)
 - a) Transit Users (3)
 - i) Elderly (1) (60 or older)
 - ii) Handicapped (1)
 - iii) Low Income (1)
 - b) Members at Large (2)
 - c) Public Agencies (2)
 - i) County Department of Health and Social Services (1)
 - ii) Education –Related Services (1)
 - d) Social Service Providers (3)
 - i) Three Council members will be selected from agencies experienced in the provision of services for the physically disabled, the elderly, and those in rural areas, including, when possible, social service providers of transportation. Every effort will be made to ensure that the needs and perspectives of both non-profit and for-profit providers are adequately represented in this section of the Council.
 - e) The Elderly or Disabled MTC Advisor for Solano County.

2) Non-Voting Members

Non-voting membership on the Council is intended to ensure that

adequate technical information and a wide range of regional and institutional perspectives are available to assist the Council in its deliberations. Membership in this portion of the Council shall include the following:

- a) Solano Transportation Authority Staff
- b) All Solano County Public Transit Agencies
- c) Metropolitan Transportation Commission Staff
- d) Caltrans District 4
- e) County Board of Supervisors Staff

Section 3. The term of service on the Council shall be three years. A member may continue to serve through reappointment by the STA Board.

Section 4. Recommendations to the Solano Transportation Authority of appointments to the Council may be made at a regular meeting of the Council by a two-thirds (2/3) vote of those present.

Section 5. Each participating agency shall name its representative and one alternate; the consumers shall be nominated by the Council and they shall name their own alternates. Each member of the Council shall have one vote. An alternate shall assume that right to vote when acting on behalf of the member representative.

Section 6. Council members who do not attend three (3) regularly scheduled meetings in succession and do not contact staff to indicate that they will not be present shall have their positions declared vacant. Absence after contacting staff constitutes an "excused absence." Excused and unexcused absences in any one calendar year period shall be documented in the minutes of each meeting. If a Council member has missed a combination of six (6) meetings of excused and unexcused absences, he or she will be sent a written notice of intent to declare the position vacant. If there is no adequate response before or at the next meeting, the position will be declared vacant at that time.

ARTICLE VI OFFICERS

Section 1. The Council shall nominate and elect annually a Chair-person and a Vice-Chairperson. Staff of the Solano Transportation Authority shall be responsible for secretarial functions.

Section 2. A Nominating Committee, consisting of three (3) members, shall be selected in October of each year. A slate of prospective officers shall be presented to the Council at the December meeting and an opportunity provided for nominations from the floor. The election of officers shall take place at the end of this meeting with the new officers to be seated at the January meeting.

Section 3. The terms of office of the Chairperson and Vice-Chairperson shall be two (2) years. A minimum of one (1) year must elapse before either of the officers can serve again.

- Section 4. If the Chairperson resigns his/her position, the Vice-Chairperson shall step into the vacated slot and a special nominating committee will appoint a new Vice-Chairperson. Service in this temporary position shall not bar the interim Chairperson from running in a subsequent election for Chairperson.
- a. It shall be the duty of the chairperson to preside over all meetings of the Council, and to appoint committees as necessary.
 - b. It shall be the duty of the vice-chairperson to assist the chairperson in the execution of the office and to preside at meetings in the event of the absence of the chairperson.
 - c. It shall be the duty of the secretary (STA Staff) to keep a written record of all meetings of the Council and other tasks as appropriate.
 - d.

Section 5. Officers of the Council shall constitute an executive committee and are empowered to begin a committee meeting in situations in which a full quorum is not present for a regular meeting.

ARTICLE VII MEETINGS

Section 1. The Council shall call at least six (6) regularly scheduled meetings a year. The meetings will be held the third Friday of every other month, subject to change.

Section 2. Special meetings may be called at the discretion of the chairperson, or staff, or at least one-third of the membership (requesting such meeting in writing to staff), as necessary.

Section 3. The secretary shall give written notice of all meetings of the Council to each Council member and others on the approved mailing list prior to the meeting date. At the direction of the Council, when it is deemed appropriate, efforts will be made to provide a broader public notification of meetings.

Section 4. All meetings shall be public meetings.

ARTICLE VIII COMMITTEES

Section 1. Committees shall be constituted at the discretion of the Council to research issues related to the Council's mission, to carry out short-term defined special activities that support the Council's function and to report their findings and activities back to the Council.

Section 2. Committees shall fall into two broad categories: structural and informational.

- a. Structural committees are committees such as the Bylaws Committee that handle matters related to structure and basic function of the Council.

- b. Informational committees are those that are designed to carry out tasks to provide the Council with information and resources that will improve its ability to carry out its mission. Decisions about the category into which a committee falls shall be made solely at the discretion of the Council as a whole.

Section 3. Only Council members may serve on structural committees. A structural committee may request the services of a non-member as a consultant when necessary.

Section 4. Both Council members and members of the community at large may serve on informational committees. Information committees may also seek the assistance of a consultant when necessary.

ARTICLE IX QUORUM

Section 1. Forty (40) percent of the filled voting members positions shall constitute a quorum authorized to transact any business duly presented at a meeting of the Council. The Chairperson shall not vote on any item unless there is a tie. In case of a tie vote, the Chairperson shall cast the deciding vote.

ARTICLE X PARLIAMENTARY PROCEDURE

Section 1. The rules contained in Roberts' "Rules of Order", as last revised, shall govern the proceedings of the council to the extent they are not inconsistent with these bylaws.

ARTICLE XI AMENDMENTS, CORRECTIONS OR CHANGES IN THE BYLAWS

Section 1. Recommendations for amendments of these bylaws, in whole or in part, may be made by a majority vote at any duly organized meeting of this Council, provided that a copy of any amendment proposed for consideration shall be mailed to the last recorded address of each member at least thirty (30) days prior to the date of the meeting.

ARTICLE XII CONFLICT OF INTERESTS

Section 1. No member of the Council shall make, participate in making, or use his/her official position as a member to influence a Council decision in which he/she has a financial interest or a conflict of interest. A conflict of interest shall include, but is not limited to, a Councilmembers' s membership in or affiliation with any organization which benefit from any action under consideration by the Council.

[Recommendation by the PCC at their meeting of November 17, 1995; Revised and Approved by the Solano Transportation Authority Board on December 13, 1995]

THIS PAGE INTENTIONALLY LEFT BLANK

PCC

Date: March 9, 2007
 To: Solano Paratransit Coordinating Council
 From: Judy Leaks, Program Manager/Analyst
 Re: 2007 PCC Final Work Plan

Background/Discussion:

The STA staff developed a preliminary work plan for review and comment by the PCC at the January 19 meeting. This 2007 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 inspire persons with disabilities, seniors and others to take advantage of the opportunity to provide comments on the transportation system.

The following is the final PCC work plan for 2007 based on the PCC comments. 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	2007 Timeline
Administrative	Elect PCC Officers.	January
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
	Continue the Solano Community College Outreach Effort.	January – December
	Develop a more extensive outreach program targeting senior centers and disabled groups.	January – December
	Update/Maintain the PCC/STA Website.	January – December
Projects	Continue to participate in studies that impact transportation for seniors and the disabled.	January – December
Funding	Establish FTA Section 5310 application review committee	TBA
	Review FTA Section 5310 applications	TBA
	Review TDA Article 4/8 Claims for cities and County of Solano.	January – December
	Monitor the MTC Unmet Needs Hearing Process.	November

Recommendation:

Approval

THIS PAGE INTENTIONALLY LEFT BLANK

PCC

DATE: March 9, 2007
TO: Solano Paratransit Coordinating Council
FROM: Elizabeth Richards, Director of Transit and Rideshare Services &
Judy Leaks, Program Manager/Analyst
RE: Information Items A thru G

A. Human Services Transportation Plan /Status of FTA 5310 Process

The Federal Transit Administration (FTA) provides Section 5310 grant funds to non-profits and public agencies to purchase capital equipment for services to the elderly and disabled. Applications are usually available in October and due by the end of February. Elizabeth Richards and Judy Leaks attended the mandatory FTA grant workshop in Sacramento on January 10, 2007 and learned the following: As a condition for receiving Section 5310 grant funds, projects proposed for funding must be derived from a “locally developed, coordinated public transit-human services transportation plan.” This requirement is an element of the federal authorization of SAFETEA-LU. For Solano County and the rest of the Bay Area, the Metropolitan Transportation Commission (MTC) is taking the lead on this effort. MTC, with consultant support from Nelson/Nygaard, is conducting outreach as part of this study. The plan will focus on the transportation needs of the region’s low-income, elderly and disabled populations. The plan will also look at ways to coordinate service among the three populations.

Nelson/Nygaard is scheduled to make a presentation and solicit input from the PCC at today’s meeting. In addition, they have held two outreach meetings in Solano. Solano’s Elderly and Disabled Transit Plan will be valuable input. Copies of the Solano Elderly and Disabled Transit Plan are available on the STA’s website (www.solanolinks.com) and will be made available at the PCC meeting.

Nelson/Nygaard’s presentation will include:

- A brief overview of MTC’s Coordinated Public Transit - Human Service Transportation Plan
- A feedback gathering session where meeting participants may comment on transportation gaps in their county. Nelson/Nygaard will bring a list of gaps that they are already aware of in Solano County, and ask for changes/additions etc.
- A discussion of how potential solutions should be prioritized to address these gaps

The 5310 Grant Cycle will resume after final guidance is received via Circulars from the FTA in March 2007. Additionally the California Transportation Commission Advisory Committee will reconvene to incorporate the new requirements into the grant application approval process. Caltrans, Division of Mass Transit will send out a formal notice once all of the new requirements have been implemented.

B. ADA Sensitivity Training Status

At the last PCC meeting, transit staff noted that driver sensitivity training is provided on an on-going basis as needed to train new drivers. It was suggested that PCC members contact the

transit operator in their local area to attend a sensitivity training. PCC members were receptive and requested contacts of each operator to make arrangements to be notified when the next training was to occur. Each PCC member would make arrangements to attend individually at their convenience. A list of contacts for the various transit operators to make arrangements will be provided at the meeting.

C. PCC Membership Status

Staff has been working to recruit new members. Recruitment flyers have been sent to transit operators for distribution on their buses and at other locations riders frequent. Initial contact has been made with a couple potential members. A further update will be made at the meeting.

D. Acronym List

To better understand transportation terminology, the PCC requested a list of acronyms and their meanings. Attached is a list of common acronyms for reference (see Attachment A).

E. TransLink Update

TransLink is now up and running on all AC Transit, Golden Gate Transit and Ferry, and Dumbarton Express routes. The system will continue rolling out in phases to other transit agencies. BART, Muni and Caltrain are scheduled to begin accepting TransLink in October 2007. SamTrans and Santa Clara VTA will start accepting TransLink in 2008, and 19 additional Bay Area transit agencies, including Solano transit agencies should allow payment with TransLink by 2010.

A further update and sample Translink materials will be provided by STA staff at the PCC meeting.

F. Paratransit Comment Cards

For Solano Paratransit, the Solano Transportation Authority (STA) has updated the passenger comment cards. A sample is attached. These have been recently distributed on Solano Paratransit. The postage-paid mailback cards will be returned to the STA where they will be reviewed, tabulated and responded to as needed.

G. Transit/Paratransit Monthly Reports and Updates

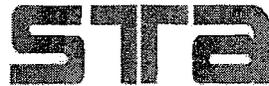
- John Andoh, Benicia Breeze & Rio Vista Breeze
- Hollie Miller, Fairfield-Suisun Transit
- Amber Villarreal, MV Transportation/Vallejo Runabout

Benicia Breeze, Rio Vista Breeze, Fairfield-Suisun Transit, and MV Transportation (for Vallejo Runabout) will be available at the PCC meeting to update the members of any changes in their program or operations.

Attachments:

A. (Item D) Acronym List

B. (Item F) Solano Paratransit Passenger Comment Card



Solano Transportation Authority

STA ACRONYMS LIST OF TRANSPORTATION TERMS

A		P	
ABAG	Association of Bay Area Governments	PAC	Pedestrian Advisory Committee
ADA	American Disabilities Act	PCC	Paratransit Coordinating Council
AVA	Abandoned Vehicle Abatement	PCRP	Planning and Congestion Relief Program
APDE	Advanced Project Development Element (STIP)	PDS	Project Development Support
AQMD	Air Quality Management District	PDT	Project Delivery Team
B		PMP	Pavement Management Program
BAAQMD	Bay Area Air Quality Management District	PMS	Pavement Management System
BABC	Bay Area Bicycle Coalition	PNR	Park and Ride
BAC	Bicycle Advisory Committee	POP	Program of Projects
BATA	Bay Area Toll Authority	PPM	Planning, Programming and Monitoring
BCDC	Bay Conservation and Development Commission	PSR	Project Study Report
BT&H	Business, Transportation & Housing Agency	PTA	Public Transportation Account
C		PTAC	Partnership Technical Advisory Committee (MTC)
CAF	Clean Air Funds	R	
CALTRANS	California Department of Transportation	RABA	Revenue Alignment Budget Authority
CARB	California Air Resources Board	REPEG	Regional Environmental Public Education Group
CCCC (4-Cs)	City County Coordinating Council	RFP	Request for Proposal
CCCTA (3CTA)	Central Contra Costa Transit Authority	RFQ	Request for Qualification
CEQA	California Environmental Quality Act	RM 2	Regional Measure 2
CHP	California Highway Patrol	RRP	Regional Rideshare Program
CIP	Capital Improvement Program	RTEP	Regional Transit Expansion Policy
CMA	Congestion Management Agency	RTIP	Regional Transportation Improvement Program
CMAQ	Congestion Mitigation and Air Quality	RTMC	Regional Transit Marketing Committee
CMP	Congestion Management Program	RTP	Regional Transportation Plan
CNG	Compressed Natural Gas	RTPA	Regional Transportation Planning Agency
CTA	County Transportation Authority	S	
CTC	California Transportation Commission	SACOG	Sacramento Area Council of Governments
CTEP	County Transportation Expenditure Plan	SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act – a Legacy for Users
CTP	Comprehensive Transportation Plan	SCTA	Sonoma County Transportation Authority
D		SHOPP	State Highway Operations and Protection Program
DBE	Disadvantaged Business Enterprise	SJCOG	San Joaquin Council of Governments
DOT	Federal Department of Transportation	SNCI	Solano Napa Commuter Information
E		SOV	Single Occupant Vehicle
EIR	Environmental Impact Report	SMAQMD	Sacramento Metropolitan Air Quality Management District
EIS	Environmental Impact Statement	SP&R	State Planning and Research
EPA	Environmental Protection Agency	SR2S	Safe Routes to School
F		SR2T	Safe Routes to Transit
FHWA	Federal Highway Administration	SRITP	Short Range Intercity Transit Plan
FST	Fairfield-Suisun Transit	SRTTP	Short Range Transit Plan
FTA	Federal Transit Administration	STA	Solano Transportation Authority
G		STA	Spare the Air
GARVEE	Grant Anticipation Revenue Vehicle	STAF	State Transit Assistance Fund
GIS	Geographic Information System	STIA	Solano Transportation Improvement Authority
H		STIP	State Transportation Improvement Program
HIP	Housing Incentive Program	STP	Surface Transportation Program
HOV	High Occupancy Vehicle	T	
I		TAC	Technical Advisory Committee
ISTEA	Intermodal Surface Transportation Efficiency Act	TAM	Transportation Authority of Marin
ITIP	Interregional Transportation Improvement Program	TANF	Temporary Assistance for Needy Families
ITS	Intelligent Transportation System	TAZ	Transportation Analysis Zone
J		TCI	Transportation Capital Improvement
JARC	Jobs Access Reverse Commute	TCM	Transportation Control Measure
JPA	Joint Powers Agreement	TCRP	Transportation Congestion Relief Program
L		TDA	Transportation Development Act
LS&R	Local Streets & Roads	TDM	Transportation Demand Management
LTA	Local Transportation Funds	TEA	Transportation Enhancement Activity
LEV	Low Emission Vehicle	TEA-21	Transportation Efficiency Act for the 21 st Century
LIFT	Low Income Flexible Transportation	TFCA	Transportation Funds for Clean Air
LOS	Level of Service	TIF	Transportation Investment Fund
LTF	Local Transportation Funds	TIP	Transportation Improvement Program
M		TLC	Transportation for Livable Communities
MIS	Major Investment Study	TMA	Transportation Management Association
MOU	Memorandum of Understanding	TMP	Transportation Management Plan
MPO	Metropolitan Planning Organization	TMTAC	Transportation Management Technical Advisory Committee
MTC	Metropolitan Transportation Commission	TOS	Traffic Operation System
MTS	Metropolitan Transportation System	TRAC	Trails Advisory Committee
N		TSM	Transportation Systems Management
NEPA	National Environmental Policy Act	U, V, W, Y, & Z	
NCTPA	Napa County Transportation Planning Agency	UZA	Urbanized Area
NHS	National Highway System	VTA	Valley Transportation Authority (Santa Clara)
NVTA	Napa Valley Transportation Authority	W2W	Welfare to Work
O		WCCCTAC	West Contra Costa County Transportation Advisory Committee
OTS	Office of Traffic Safety	YSAQMD	Yolo/Solano Air Quality Management District
		ZEV	Zero Emission Vehicle

THIS PAGE INTENTIONALLY LEFT BLANK



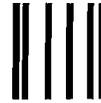
SUISUN CITY CA 94585-9899
1 HARBOR CENTER STE 130
SOLANO TRANSPORTATION AUTHORITY
SOLANO PARATRANSIT

POSTAGE WILL BE PAID BY ADDRESSEE

BUSINESS REPLY MAIL
FIRST-CLASS MAIL PERMIT NO 100 SUISUN CA



NO POSTAGE
NECESSARY IF
MAILED IN THE
UNITED STATES



NO POSTAGE
NECESSARY IF
MAILED IN THE
UNITED STATES



BUSINESS REPLY MAIL
FIRST-CLASS MAIL PERMIT NO 100 SUISUN CA

POSTAGE WILL BE PAID BY ADDRESSEE

SOLANO PARATRANSIT
SOLANO TRANSPORTATION AUTHORITY
1 HARBOR CENTER STE 130
SUISUN CITY CA 94585-9899





If you would like to discuss your issue at the Paratransit Coordinating Council or with staff, please call (707) 424-6075 or e-mail paratransit@STA-SNCL.com.

Empty rectangular box for comments.

Mailing Address (optional) _____

Phone _____

City of Residence _____

Date _____

Name _____



We welcome your comments!

We welcome your comments!



Name _____ Date _____

Phone _____ City of Residence _____

Mailing Address (optional) _____

Empty rectangular box for comments.

If you would like to discuss your issue at the Paratransit Coordinating Council or with staff, please call (707) 424-6075 or e-mail paratransit@STA-SNCL.com.

