

Attention!!!

Please note that the January 24, 2011 PAPCO meeting will be from 1 to 3:30 p.m. Please plan your transportation accordingly. The agenda packet is enclosed.

Reminder! Please bring your completed PAPCO Member Survey on other committee involvements to the meeting. If you can't find yours, blank surveys will be available at the meeting.

Also, note that the City of Oakland is doing construction at the north corner of 12th Street and Broadway, in front of the Wells Fargo. Pavement and sidewalks are blocked and part of the path of travel along the west side of Broadway between 12th and 14th is impassable. This construction is due to a serious safety issue and will likely be continuing into January. If you use the BART street elevator located on Broadway between 11th and 12th, it is strongly recommended that you use the BART street elevator at the opposite end of the station, at 14th and Broadway, instead. Alternatively, you may also travel about 250 feet west on 12th towards Clay, where there is a safer crosswalk and you can traverse through City Center to our building.

If you have any additional questions, please contact Naomi at (510) 267-6118.

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Paratransit Advisory and Planning Committee Meeting Agenda

Monday, January 24, 2011, 1 to 3:30 p.m.
1333 Broadway, Suite 300, Oakland, CA 94612

Meeting Outcomes:

- Make a recommendation on Gap Funding
- Receive an update on Measure B pass-through funding
- Receive an update on the Countywide Transportation Plan and Transportation Expenditure Plan development (CWTP-TEP)
- Discuss preparedness and conduct a “slow-mo-go” drill

1:00 – 1:12 p.m. **1. Welcome and Introductions**

Sylvia Stadmire

1:12 – 1:15 p.m. **2. Public Comment**

Public

1:15 – 1:20 p.m. **3. Approval of November 22, 2010 Minutes**

Sylvia Stadmire

[03 PAPCO Meeting Minutes 112210.pdf](#) – Page 1

1:20 – 1:45 p.m. **4. Recommendation on Gap Funding**

PAPCO

[Gap Funding Proposal Memo \(to be mailed under separate cover\)](#)

PAPCO members will discuss options for future Gap funding to include stabilization, grant continuation, and possibilities related to a grant call for projects.

1:45 – 1:55 p.m. **5. Update on Measure B Pass-through Funding**

Tess Lengyel

PAPCO will receive an update on the status of Measure B pass-through funding.

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- 1:55 – 2:15 p.m. Tess Lengyel
- 6. Presentation: Update on Countywide and Regional Processes** |
- [06 Memo Regional SCS/RTP CWTP-TEP Process.pdf](#) – Page 7
- [06A CWTP-TEP-SCS Development Impl Schedule.pdf](#) – Page 11
- [06B ABAG Staff Report on SCS.pdf](#) – Page 15
- [06C SCS Schedule.pdf](#) – Page 25
- [06D CAWG and TAWG Rosters.pdf](#) – Page 29
- [06E CWTP-TEP Planning Web Page](#) – Page 35
- PAPCO will receive an update on the Countywide Transportation Plan and Transportation Expenditure Plan development.*
- 2:15 – 3:00 p.m. CARD Staff
- 7. Preparedness Discussion and Conducting a “slow-mo-go” Drill** |
- Committee members will discuss preparedness and Collaborating Agencies Responding to Disasters (CARD) will conduct a “slow-mo-go” drill.*
- 3:00 – 3:15 p.m. PAPCO
- 8. Member Reports on PAPCO Mission, Roles, and Responsibilities Implementation** |
- [08 PAPCO Calendar of Events.pdf](#) – Page 37
- [08A PAPCO Workplan.pdf](#) – Page 39
- [08B PAPCO Vacancies.pdf](#) – Page 43
- 3:15 – 3:25 p.m. Sharon Powers and Harriette Saunders
- 9. Committee Reports** |
- A. East Bay Paratransit Service Review Advisory Committee (SRAC)
- B. Citizens Watchdog Committee (CWC)
- 3:25 -3:30 p.m. Staff
- 10. Staff Updates** |
- A. Mobility Management
- [10A CTAA's Role in Supporting Mobility Management.pdf](#) – Page 45
- B. Outreach Update
- C. Other Staff Updates

11. Mandated Program and Policy Reports

[11 Transit Correspondence.pdf](#) – Page 49

[11A RTC/ClipperSM Discount Card Attendant Policy Memo](#) – Page 51

[11B WAAC Minutes 090810.pdf](#) – Page 55

12. Draft Agenda Items for February 28, 2011 PAPCO

- A. 2011 Annual Mobility Workshop Brainstorm
- B. Quarterly Reports from the City of Alameda and the City of Hayward
- C. Report from East Bay Paratransit
- D. TAC report
- E. Clipper presentation
- F. Quarterly Education and Training – Outreach Training, Update on Legislative Program

3:30 p.m.

13. Adjournment

Key: A – Action Item; I – Information/Discussion Item; full packet available at www.alamedactc.org

Next Meeting (Joint PAPCO/TAC):

Date: February 28, 2011

Time: 1 to 4 p.m.

Location: Alameda CTC Offices, 1333 Broadway, Suite 300, Oakland, CA 94612

Staff Liaisons:

Tess Lengyel, Programs and Public
Affairs Manager
(510) 267-6111
tlengyel@actia2022.com

Naomi Armenta, Paratransit Coordinator
(510) 267-6118
narmenta@actia2022.com

Location Information: Alameda CTC is located in Downtown Oakland at the intersection of 14th Street and Broadway. The office is just a few steps away from the City Center/12th Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14th and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking for

autos and bicycles in the City Center Garage (enter on 14th Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <http://www.alamedactc.com/directions.html>.

Public Comment: Members of the public may address the committee regarding any item, including an item not on the agenda. All items on the agenda are subject to action and/or change by the committee. The chair may change the order of items.

Accommodations/Accessibility: Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call (510) 893-3347 (Voice) or (510) 834-6754 (TTD) five days in advance to request a sign-language interpreter.

Paratransit Advisory and Planning Committee Meeting Minutes
Monday, November 22, 2010, 2010, 1 p.m., 1333 Broadway, Suite 300, Oakland

Attendance Key (A = Absent, P = Present)

Members:

<u> P </u> Sylvia Stadmire, Chair	<u> P </u> Sandra Johnson- Simon	<u> P </u> Clara Sample <u> P </u> Harriette Saunders
<u> P </u> Carolyn Orr, Vice-Chair	<u> P </u> Jane Lewis <u> P </u> Jonah Markowitz	<u> P </u> Will Scott <u> A </u> Maryanne Tracy- Baker
<u> P </u> Aydan Aysoy <u> A </u> Larry Bunn	<u> A </u> Betty Mulholland <u> P </u> Sharon Powers	<u> P </u> Renee Wittmeier <u> P </u> Hale Zukas
<u> P </u> Herb Clayton <u> P </u> Shawn Costello	<u> P </u> Vanessa Proee <u> A </u> Carmen Rivera- Hendrickson	
<u> P </u> Herb Hastings <u> P </u> Joyce Jacobson	<u> P </u> Michelle Rousey	

Staff:

<u> P </u> Tess Lengyel, Programs and Public Affairs Manager	<u> A </u> Keonnis Taylor, Programs Coordinator
<u> P </u> Naomi Armenta, Paratransit Coordinator	<u> P </u> Angie Ayers, Acumen Building Enterprise, Inc.
<u> A </u> Rachel Ede, Nelson/Nygaard	<u> P </u> Krystle Pasco, Paratransit Team

1. Welcome and Introductions

Sylvia Stadmire, PAPCO Chair, called the meeting to order at 1:05 p.m. The meeting began with introductions and a review of the meeting outcomes.

Guests Present: Jennifer Cullen, Senior Support; David Goldstone, BART Illustrator; Kadri Klm, LAVTA; Bob Lockhart, BART; and Laura Timothy, BART, attended the meeting.

2. Public Comments

There were no public comments.

3. Approval of October 25, 2010 Minutes

Harriett Saunders moved that PAPCO approve the minutes as written. Sandra Johnson-Simon seconded the motion. The motion carried unanimously (15-0).

**4. Gap Grant Reports: LAVTA – Paratransit Vehicle Donation;
BART – *Learn BART***

Laura Timothy and Bob Lockhart from BART gave a presentation on *Learn BART*. This project is a picture guide to riding BART and is aimed toward seniors, people with disabilities, and people with limited English-speaking skills. David Goldstone, BART's illustrator, gave a demonstration of the *Learn BART* booklet.

PAPCO members provided the following input:

- The *Learn BART* booklet is great for non-readers and people with limited English skills. The booklet should contain/follow the color for the train lines; for example, yellow represents the Pittsburg/Bay Point line. The change machine and the machine to purchase tickets should be clearly labeled in the booklet.
- One member stated that the Community Resources for Independent Living (CRIL) should receive the *Learn BART* booklet to help with the training. Also, the sample trip depicted in the booklet should show travel across the bay to San Francisco versus Oakland.
- A member suggested adding a blurb and/or showing a picture depiction for adding fare to a ticket.
- A member stated that the Clipper card will expand rapidly and the *Learn BART* booklet may need updating in two years.

Kadri Klm from LAVTA gave a presentation on the LAVTA paratransit vehicle donation and Dial-A-Ride Scholarship Programs. The purpose of the Paratransit Vehicle Donation Program is to donate retired accessible vehicles from the LAVTA Wheels Dial-A-Ride fleet to community-based organizations that serve Americans with Disabilities Act (ADA) paratransit eligible clients. This program will provide transportation to the community and reduce the demand for Wheels Dial-A-Ride. Kadri informed the committee that the requirements for the recipients of the donated vans are: (1) Must paint or wrap the vehicle so that people cannot mistake it for a Wheels vehicle. (2) Must provide a minimum of 50 ADA paratransit-eligible trips per month.

PAPCO members asked questions and provided the following input:

- What is the phone number to call to apply for a van? Kadri said (925) 455-7555.

- Who are the recipients of the donated vans? The program was advertised in several ways, such as in the newspapers, etc. The recipients were programs for people with developmental disabilities; these programs provide many field trips for their riders.
- Can anyone receive the vans? Only the Tri-valley area is eligible for vans.
- How many riders have been ADA approved? Kadri said all of them.

5. Countywide Bicycle and Pedestrian Plans Update and Input on the Vision/Goals Chapter

Rochelle Wheeler and Diane Stark, co-leaders for updates to the Countywide Bicycle and Pedestrian Plans, presented the draft Vision/Goals and Objectives chapters and requested input from PAPCO. The members provided the following comments and questions for consideration, which are not specific to either the pedestrian or bicycle plan:

- The first two sentences of the vision statements are much too long. They should be simple and succinct. These seem like propaganda statements. One member likes the concreteness of the last sentence (regarding quantitative goals), though.
- Funding is short, so money should be spent to help all.
- How is Measure B funding used to build bicycle and pedestrian projects?
- Are wheelchair users allowed to use the bike lanes?
- Multi-use trails need to be wide enough for wheelchair users and bicyclists to pass each other.
- Will Dublin retrofit its paths?
- Why create two separate plans (bicycle and pedestrian) since they seem to be so similar?
- Where has the funding for ADA implementation gone?

6. Update on Reporting Form Changes

Naomi Armenta provided an overview of the changes to reporting processes and forms for Measure B pass-through funding to PAPCO. She reviewed the overall review process for the year-end reports.

7. Recommendation on Annually Renewed Paratransit Coordination Contract

Tess Lengyel gave a brief history of the contract with Nelson\Nygaard Consulting Associates. In 2008, Nelson\Nygaard submitted a bid. ACTIA approved the contract, and Nelson\Nygaard has provided support service for all PAPCO work. The consulting firm also supports TAC and the grant program,

provides expertise on senior services, mobility issues, leads the mobility workshop, and provides work on paratransit toolkits. Nelson\Nygaard also helps with outreach events.

Staff recommended that PAPCO make a recommendation to renew the Nelson\Nygaard Paratransit Coordination contract for the next fiscal year. The recommendation will go to the January Commission meeting.

Harriette Saunders moved that PAPCO recommend the renewal of the Nelson\Nygaard contract to the Commission. Jonah Markowitz seconded the motion. The motion carried unanimously (18-0).

8. Member Reports on PAPCO Mission and Responsibilities Implementation

- Herb Hastings and Carmen Rivera-Hendrickson visited the organizers for the Alameda County Fair to discuss providing accessible transportation from BART.
- Renee Wittmeier stated that she has difficulty reaching people on the phone at CRIL.
- Sylvia Stadmire said that she will contact Carmen since she is not feeling well.
- Sylvia commended PAPCO members on their meeting attendance; she attended the United Seniors of Oakland and Alameda County (USOAC) conference; Sylvia also attended the North County Transportation Forum; she informed the members that they need to pay attention to the presenters so as not to repeat questions.
- Naomi assured the committee that Alameda CTC records items and issues members bring to the meetings and will incorporate the information into future work.
- Michelle Rousey informed the committee that a Thanksgiving dinner is being hosted at the Oakland Marriott on November 23, 2010.

9. Committee Reports

- A. East Bay Paratransit Services Review Advisory Committee (SRAC)
Naomi gave the members an update on the items discussed in the last SRAC meeting. She mentioned that SRAC received a presentation from the Metropolitan Transportation Commission on the Clipper Card. She stated that the reservation period changed from three days back to seven, effective November 8, 2010. East Bay Paratransit (EBP) had previously

shortened its reservation hours, and that will remain in place. As part of the EBP eligibility interview, EBP is weighing applicants.

B. Citizens Watchdog Committee (CWC)

Harriette Saunders stated that the CWC met on November 8, 2010 and covered the result of the CWC 8th Annual Report; a discussion took place on how the different programs are accountable for spending their ending balances. Also, CWC received a presentation on ACTIA's independent audit for fiscal year 09/10.

10. Staff Updates

A. Mobility Management

Naomi stated that a document on mobility management information "A new role for public transportation" is in the packet for member review.

B. Outreach Update

Krystle Pasco informed the committee that the USOAC held its annual convention on November 18, 2010. Krystle stated that this is the last event of the year that Alameda CTC will attend. Krystle encouraged the members to notify Naomi or herself if they have suggestions for upcoming events.

C. Other Staff Updates

Tess informed the committee of the Alameda CTC holiday party on December 2, 2010.

11. Mandated Program and Policy Reports

Naomi requested PAPCO review the documents in the packet for this agenda item.

12. Adjournment

The meeting adjourned at 3:25 p.m.

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Memorandum

DATE: December 29, 2010

TO: CWTP-TEP Technical Advisory Working Group
CWTP-TEP Community Advisory Working Group

FROM: Beth Walukas, Manager of Planning
Tess Lengyel, Manager of Programming and Public Affairs

SUBJECT: Review Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP) and Countywide Transportation Plan (CWTP)/Transportation Expenditure Plan Information

Recommendations:

This item is for information only. No action is requested.

Summary:

This item provides information on regional and countywide transportation planning efforts related to the updates of the Countywide Transportation Plan and Sales Tax Transportation Expenditure Plan (CWTP-TEP) as well as the Regional Transportation Plan (RTP) and the development of the Sustainable Community Strategy (SCS).

Discussion:

In an effort to keep our various committees up to date on the regional and countywide planning processes, staff will be submitting monthly reports to ACTAC; the Planning, Policy and Legislation Committee (PPLC); the Alameda CTC Board; the Citizens Watchdog Committee, Paratransit Advisory and Planning Committee, Citizens Advisory Committee, and Bicycle and Pedestrian Advisory Committee detailing what information is being discussed and reviewed by the CWTP-TEP Steering Committee and the CWTP-TEP Technical and Community Advisory Working Groups. Since our countywide planning efforts parallel the regional planning efforts, this report will also provide relevant information on regional processes. The purpose is to identify on a regular basis where input from Committee members is desired. All documents and agendas are posted on the Alameda CTC website.

Summary of Countywide Planning Efforts

The three year CWTP-TEP schedule showing countywide and regional planning milestones is attached (Attachment A). In the next three months, the CWTP-TEP Committees will be focusing on:

- finalizing the vision and goals;
- placing the CWTP-TEP update in context of Alameda County demographics and current performance of the transportation system. The Committees are currently reviewing and providing comment on a Briefing Book, available on the Alameda CTC's website, that is intended to be an information and reference document and a point of departure for the discussion on transportation needs;
- discussing and identifying performance measures and a methodology for prioritizing improvements;
- identifying transportation needs and issues including review of a series of white papers identifying best practices and strategies;
- conducting polling for an initial read on voter perceptions;
- discussing and identifying how to do the call for projects, particularly how we can combine with the regional call and what kind of supplemental information we will need;
- coordinating with ABAG and local jurisdictions on defining the Vision Scenarios for the Sustainable Communities Strategy;
- defining a public participation approach and beginning public outreach efforts; and

Additionally, the Alameda CTC Board met on December 17, 2010 for its annual retreat. One of the key items discussed was the CWTP-TEP update. Staff is in the process of documenting the results of the discussion and will provide information at the meeting as it is available.

Summary of Regional Planning Efforts

We have been coordinating the CWTP-TEP efforts with work on the Regional Transportation Plan (RTP), the Sustainable Communities Strategy (SCS) and other Plans and direction being developed by the San Francisco Bay Conservation and Development Commission (BCDC) and the Bay Area Air Quality Management District (BAAQMD). In the first quarter of 2011, the regional efforts are focusing developing a SCS Vision Scenario, getting the word out to City Councils and Boards of Directors on what the SCS is, beginning the RHNA process, developing financial projections and a committed transportation funding policy, developing a call for projects, and completing the work on targets and indicators for assessing performance of the projects.

In the next three months, staff will be coordinating with the regional agencies and providing feedback on these issues, including:

- participating on the MTC/ABAG Regional Advisory Working Group (RAWG), which is in the process of defining performance targets and indicators with which to compare and evaluate the SCS land use scenarios, presenting information on how the Priority Development Area Assessment will be used in developing the Vision Scenarios; and seeking input on the initial Vision Scenario that is being developed. ABAG is working directly with the local jurisdiction Planning Directors to seek input from each local City Council or Board of Directors on the Vision Scenario in January and February 2011. Attachment B contains a draft staff report developed by ABAG for use by the local jurisdiction;
- participating on regional Sub-committees: on-going performance targets and indicators and the equity sub-committee which is being formed by MTC;

These activities will feed into our discussion on revenue and financial projections and availability and the discussion of transportation investment both new and existing that will begin around the early spring timeframe.

Key Dates and Opportunities for Input

The key dates shown in Attachment A are indications of where input and comment are desired. The major activities and dates are highlighted below by activity:

Sustainable Communities Strategy:

Presentation of SCS Vision Scenario information to local jurisdictions:

January/February 2011

Detailed SCS Scenarios Released: July 2011

Preferred SCS Scenario Released/Approved: December 2011/January 2012

RHNA

RHNA Process Begins: January 2011

Draft RHNA Plan released: February 2012

Final RHNA Plan released/Adopted: July 2012/October 2012

RTP

Develop Financial Forecasts and Committed Funding Policy: February 2011

Call for RTP Transportation Projects and Performance Assessment: March 2011 - September 2011

Transportation Policy Investment Dialogue: October 2011 – February 2012

Prepare SCS/RTP Plan: April 2012 – October 2012

Draft RTP/SCS for Released: November 2012

Adopt SCS/RTP: April 2013

CWTP-TEP

Draft List of CWTP screened Projects and Programs: July 2011

First Draft CWTP: September 2011

TEP Program and Project Packages: September 2011

Draft CWTP and TEP Released: January 2012

Outreach: January 2012 – June 2012

Adopt CWTP and TEP: July 2012

TEP Submitted for Ballot: August 2012

Upcoming Meetings:

Committee	Regular Meeting Date and Time	Next Meeting
CWTP-TEP Steering Committee	4 th Thursday of the month, noon Location: Alameda CTC	January 27, 2011 February 24, 2011
CWTP-TEP Technical Advisory Working Group	1 st Tuesday of the month, 11:00 a.m. Location: Alameda CTC	January 4, 2011 February 1, 2011
CWTP-TEP Community Advisory Working Group	1 st Thursday of the month, 3:00 p.m. Location: Alameda CTC	January 6, 2011 February 3, 2011
SCS/RTP Regional Advisory Working Group	1 st Tuesday of the month, 9:30 a.m. Location: MetroCenter, Oakland	January 4, 2011 February 1, 2011
SCS/RTP Performance Target Ad Hoc Committee	Varies Location: MetroCenter, Oakland	January 11, 2011
SCS/RTP Equity Ad Hoc Committee	TBD	TBD

Fiscal Impacts: None.

Attachments:

Attachment A: Three Year CWTP-TEP Planning Schedule

Attachment B: ABAG Staff Report Template on SCS

Calendar Year 2010

Task	Meeting											
	2010						FY2010-2011					
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Alameda CTC Committee/Public Process												
Steering Committee			Establish Steering Committee	Working meeting to establish roles/responsibilities, community working group	RFP feedback, tech working group	Update on Transportation/Finance Issues	Approval of Community working group and steering committee next steps	No Meetings		Feedback from Tech, comm working groups	No Meetings	Expand vision and goals for County ?
Technical Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/feedback	No Meetings	Education: Trans statistics, issues, financials overview
Community Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/feedback	No Meetings	Education: Transportation statistics, issues, financials overview
Public Participation								No Meetings			Stakeholder outreach	
Agency Public Education and Outreach												
Alameda CTC Technical Work												
Information about upcoming CWTP Update and reauthorization												
Technical Studies/RFP/Work timelimes: All this work will be done in relation to SCS work at the regional level						Board authorization for release of RFPs	Pre-Bid meetings	Proposals reviewed	ALF/ALC approves shortlist and interview; Board approves top ranked, auth. to negotiate or NTP		Technical Work	
Polling												
Sustainable Communities Strategy/Regional Transportation Plan												
Local Land Use Update P2009 begins & PDA Assessment begins											Green House Gas Target approved by CARB.	Start Vision Scenario Discussions
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013											Adopt methodology for Jobs/Housing Forecast (Statutory Target)	Projections 2011 Base Case
												Adopt Voluntary Performance Targets

**Countywide Transportation Plan and Transportation Expenditure Plan
Preliminary Development Implementation Schedule - Updated 12/22/10**

Printed: 1/4/2011

Calendar Year 2011

Task	2011											
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Alameda CTC Committee/Public Process												
Steering Committee	Adopt vision and goals; begin discussion on performance measures, key needs	Continue discussion on performance measures, costs guidelines, call for projects	Review workshop outcomes, white paper issues, strategies and best practices, call for projects	No Meetings	Review Call for Projects outcomes; Discuss TEP funding strategies	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies	No Meetings	1st Draft CWTP, TEP potential project and program packages		Review 2nd draft CWTP; 1st draft TEP	No Meetings
Technical Advisory Working Group	Comment on vision and goals; begin discussion on performance measures, key needs	Continue discussion on performance measures, costs guidelines, call for projects	Review workshop outcomes, white paper issues, strategies and best practices, call for projects	No Meetings	Review Call for Projects outcomes; Discuss TEP funding strategies	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies	No Meetings	1st Draft CWTP, TEP potential project and program packages		Review 2nd draft CWTP; 1st draft TEP	No Meetings
Community Advisory Working Group	Comment on vision and goals; begin discussion on performance measures, key needs	Continue discussion on performance measures, costs guidelines, call for projects	Review workshop outcomes, white paper issues, strategies and best practices, call for projects	No Meetings	Review Call for Projects outcomes; Discuss TEP funding strategies	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies	No Meetings	1st Draft CWTP, TEP potential project and program packages		Review 2nd draft CWTP; 1st draft TEP	No Meetings
Public Participation	Public Workshops in two areas of County: vision and needs; Central County Transportation Forum	Public Workshops in two areas of County: vision and needs	East County Transportation Forum				South County Transportation Forum	No Meetings		2nd round of public workshops in two areas of County: feedback on CWTP, B3; North County Transportation Forum	2nd round of public workshops in two areas of County: feedback on CWTP, B3	No Meetings
Agency Public Education and Outreach												
Alameda CTC Technical Work												
Technical Studies/RFP/Work timelimes: All this work will be done in relation to SCS work at the regional level	Ongoing Education and Outreach through November 2012											
Polling	Ongoing Education and Outreach through November 2012											
	Feedback on Technical Work, Modified Vision, Preliminary projects lists					Work with feedback on CWTP and financial scenarios	First Draft CWTP using Scoring and Screening criteria	Technical work refinement and development of Expenditure plan, 2nd draft CWTP				
	Conduct baseline poll											
	Release Vision Scenario	Detailed SCS Scenario Development										
Sustainable Communities Strategy/Regional Transportation Plan												
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013	Discuss Call for Projects	Release Vision Scenario	Detailed SCS Scenario Development		Technical Analysis of SCS Scenarios			SCS Scenario Results/and funding discussions		Release Preferred SCS Scenario		
	Develop Draft 25-year Transportation Financial Forecasts and Committed Transportation Funding Policy	Call for Transportation Projects and Project Performance Assessment	Project Evaluation									

Countywide Transportation Plan and Transportation Expenditure Plan
Preliminary Development Implementation Schedule - Updated 12/22/10

Printed: 1/4/2011

Calendar Year 2012

Task	2012											
	January	February	March	April	May	June	July	August	Sept	Oct	November	
Alameda CTC Committee/Public Process												
Steering Committee	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans				Adopt Draft Plans	Adopt Final Plans	Expenditure Plan on Ballot				VOTE: November 6, 2012
Technical Advisory Working Group	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans										VOTE: November 6, 2012
Community Advisory Working Group	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans										VOTE: November 6, 2012
Public Participation					Expenditure Plan City Council/BOS Adoption							VOTE: November 6, 2012
Agency Public Education and Outreach	Ongoing Education and Outreach Through November 2012 on this process and final plans											
Alameda CTC Technical Work												
Technical Studies/RFP/Work timelimes: All this work will be done in relation to SCS work at the regional level		Finalize Plans										
Polling						Potential Go/No Go Poll for Expenditure Plan						
Sustainable Communities Strategy/Regional Transportation Plan												
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013	Approval of Draft SCS		Begin RTP Technical Analysis & Document Preparation				Prepare SCS/RTP Plan					Release Draft SCS/RTP for review

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Overview of the Sustainable Communities Strategy

November 23, 2010

To: Planning Directors

From: Ken Kirkey, ABAG Planning Director

Re: Overview of the Sustainable Communities Strategy

ABAG and MTC have prepared an Overview of the Sustainable Communities Strategy (SCS) that you can use for a presentation before your city council and/or board of supervisors. We hope you find this report useful in communicating with elected officials and general public that might not be familiar with the SCS. This presentation will allow Bay Area elected officials to be informed about the SCS process before the release of the SCS Vision Scenario by February 2011.

Given the input we have received from various local jurisdictions, we expect this report will be used in different ways according to the specific needs of each city or county. Planning directors could (1) use it as a reference to develop their own reports; (2) use it as an attachment to their reports; or (3) edit and reformat this report to make it their own.

We would appreciate receiving any input from your elected officials on this SCS Overview presentation. We have created a folder for this input on the online collaboration sites (Basecamp) created for each county.

Should you have any questions about the report, please contact me (kennethk@abag.ca.gov) or the FOCUS regional planner for your county.

This staff report describes Senate Bill 375, the Sustainable Communities Strategy (SCS) and the effect of the law on local governments as well as the Bay Area as a region. This report is based on reports provided by the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG).

The SCS will be developed in partnership among regional agencies, local jurisdictions and Congestion Management Agencies (CMAs) through an iterative process. The regional agencies recognize that input from local jurisdictions with land use authority is essential to create a feasible SCS. The SCS does not alter the authority of jurisdictions over local land use and development decisions.

The purpose of this report is to provide council/board members with an overview of the SCS in relation to local land use policies, implementation needs, and quality of life, including key policy considerations for the City/County of (insert local information).

PURPOSE AND APPROACH

Senate Bill 375 became law in 2008 and is considered landmark legislation for California relative to land use, transportation and environmental planning. It calls for the development of a Sustainable Communities Strategy (SCS) in all metropolitan regions in California. Within the Bay Area, the law gives joint responsibility for the SCS to the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG). These agencies will coordinate with the Bay Area Air Quality Management District (Air District) and the Bay Conservation and Development Commission (BCDC).

The SCS integrates several existing planning processes and is required to accomplish the following objectives:

1. Provide a new 25-year land use strategy for the Bay Area that is realistic and identifies areas to accommodate all of the region's population, including all income groups;

2. Forecast a land use pattern, which when integrated with the transportation system, reduces greenhouse gas emissions from automobiles and light trucks and is measured against our regional target established by the California Air Resources Board (CARB).

The SCS is a land use strategy required to be included as part of the Bay Area's 25-year Regional Transportation Plan (RTP). By federal law, the RTP must be internally consistent. Therefore, the over \$200 billion dollars of transportation investment typically included in the RTP must align with and support the SCS land-use pattern. SB 375 also requires that an updated eight-year regional housing need allocation (RHNA) prepared by ABAG is consistent with the SCS. The SCS, RTP and RHNA will be adopted simultaneously in early 2013.

The SCS is not just about assigning housing need to places or achieving greenhouse gas targets. The primary goal is to build a Bay Area which continues to thrive and prosper under the changing circumstances of the twenty-first century. By directly confronting the challenges associated with population growth, climate change, a new economic reality and an increasing public-health imperative, the SCS should help us achieve a Bay Area which is both more livable and more economically competitive on the world stage. A successful SCS will:

- Recognize and support compact walkable places where residents and workers have access to services and amenities to meet their day-to-day needs;
- Reduce long commutes and decrease reliance that increases energy independence and decreases the region's carbon consumption;
- Support complete communities which remain livable and affordable for all segments of the population, maintaining the Bay Area as an attractive place to reside, start or continue a business, and create jobs.
- Support a sustainable transportation system and reduce the need for expensive highway and transit expansions, freeing up resources for other more productive public investments;
- Provide increased accessibility and affordability to our most vulnerable populations;
- Conserve water and decrease our dependence on imported food stocks and their high transport costs.

In recognition of the importance of these other goals, ABAG and MTC will adopt performance targets and indicators that will help inform decisions about land use patterns and transportation investments. These targets and indicators will apply to the SCS and the RTP. The targets and indicators are being developed by the Performance Targets and Indicators Ad Hoc Committee of the Regional Advisory Working Group (RAWG), which includes local planning and transportation staff, non-profit organizations, and business and developers' organizations. The targets are scheduled for adoption early 2011 and the indicators will be adopted in spring 2011.

BUILDING ON EXISTING EFFORTS

In many respects the SCS builds upon existing efforts in many Bay Area communities to encourage more focused and compact growth while recognizing the unique characteristics and differences of the region's many varied communities. FOCUS Priority Development Areas (PDAs) are locally-identified and regionally adopted infill development opportunity areas near transit. The PDAs provide a strong foundation upon which to structure the region's first Sustainable Communities Strategy. PDAs are only three percent of the region's land area. However, local governments have indicated that based upon existing plans, resources, and incentives the PDAs can collectively accommodate over fifty percent of the Bay Area's housing need through 2035.

PDAs have been supported by planning grants, capital funding and technical assistance grants from MTC. The current RTP allocates an average of \$60 million a year to PDA incentive-related funding. Future RTPs, consistent with the SCS, will be structured to provide policies and funding that is supportive of PDAs and potentially other opportunity areas for sustainable development in the region.

PARTNERSHIP

To be successful, the SCS will require a partnership among regional agencies, local jurisdictions, Congestion Management Agencies (CMAs), transit agencies, and other regional stakeholders. MTC and ABAG are engaged in an intense information exchange with County-Corridors Working Groups throughout the Bay Area. These Groups are organized by county, by sub-regions within counties, and by corridors that span counties. They typically include city and county planning directors, CMA staff, and representatives of other key agencies such as transit

agencies and public health departments. Working Group members are responsible for providing updates and information to their locally elected policymakers through regular reports like this one and eventually through recommended council or board resolutions which acknowledge the implications of the SCS for each jurisdiction.

Each county has established an SCS engagement strategy and the composition of a County/Corridor Working Group according to their needs and ongoing planning efforts. In the City of (insert local information) our working group includes (insert local county information here). The County/Corridor Working Groups provide an opportunity for all of the region's jurisdictions to be represented in the SCS process and to provide ongoing information to, and input from, local officials through staff reports by working group members (local planning staff) to their city councils and/or boards of supervisors as the SCS process evolves through 2011. In addition to the County-Corridor Working Groups, a Regional Advisory Working Group (RAWG), composed of local government representatives and key stakeholders provides technical oversight at the regional level.

PROCESS – SCS SCENARIOS

The final SCS will be the product of an iterative process that includes a sequence of growth and supportive transportation scenarios. Starting with an Initial Vision Scenario (February 2011), followed by more detailed SCS scenarios that refine the initial vision scenario (Spring and Fall 2011), and final draft (early 2012). For more information about the timeline, see *SCS Schedule – Attachment A*.

Initial Vision Scenario

ABAG and MTC will release an Initial Vision Scenario in February 2011 based in large part on input from local jurisdictions through the county/corridor engagement process and information collected by December 2010. The Vision Scenario will encompass an initial identification of places, policies and strategies for long-term, sustainable development in the Bay Area. Local governments will identify places of great potential for sustainable development, including PDAs, transit corridors, employment areas, as well as infill opportunities areas that lack transit services but offer opportunities for increased walkability and reduced driving.

The Initial Vision Scenario will:

- Incorporate the 25-year regional housing need encompassed in the SCS;

- Provide a preliminary set of housing and employment growth numbers at regional, county, jurisdictional, and sub-jurisdictional levels;
- Be evaluated against the greenhouse gas reduction target as well as the additional performance targets adopted for the SCS.

Detailed Scenarios

By the early spring of 2011 the conversation between local governments and regional agencies will turn to the feasibility of achieving the Initial Vision Scenario by working on the Detailed Scenarios. The Detailed Scenarios will be different than the initial Vision Scenario in that they will take into account constraints that might limit development potential, and will identify the infrastructure and resources that can be identified and/or secured to support the scenario. MTC and ABAG expect to release a first round of Detailed Scenarios by July 2011. Local jurisdictions will provide input, which will then be analyzed for the release of the Preferred Scenario by the end of 2011. The County/Corridor Working Groups as well as the RAWG will facilitate local input into the scenarios through 2011. The analysis of the Detailed Scenarios and Preferred Scenario takes into account the Performance Targets and Indicators.

REGIONAL HOUSING NEEDS ALLOCATION

As described above, the eight-year RHNA must be consistent with the SCS. Planning for affordable housing in the Bay Area is one of the essential tasks of sustainable development. In the SCS, this task becomes integrated with the regional land use strategy, the development of complete communities and a sustainable transportation system. The process to update RHNA will begin in early 2011. The county/corridor engagement process will include discussions of RHNA, since both the SCS and RHNA require consideration of housing needs by income group. Cities will discuss their strategies for the distribution of housing needs at the county level and decide if they want to form a sub-regional RHNA group by March 2011. The distribution of housing needs will inform the Detailed SCS Scenarios. Regional agencies will take input from local jurisdictions for the adoption of the RHNA methodology by September 2011. The final housing numbers for the region will be issued by the State Department of Housing and Community Development (HCD) by September 2011. The Draft RHNA will be released by spring 2012. ABAG will adopt the Final RHNA by the end of summer 2012. Local governments will address the next round of RHNA in their next Housing Element update.

This is a condensed description of the RHNA process. Additional details about procedural requirements (e.g. appeals, revisions and transfers) and substantive issues (e.g. housing by income category and formation of subregions) will be described in a separate document.

REGIONAL TRANSPORTATION PLAN

The SCS brings an explicit link between the land use choices and the transportation investments. MTC and ABAG's commitment to the reduction of greenhouse gas emissions and provision of housing for all income levels translates into an alignment of the development of places committed to these goals and transportation, infrastructure and housing funding. The regional agencies will work closely with the CMAs, transportation agencies and local jurisdictions to define financially constrained transportation priorities in their response to a call for transportation projects in early 2011 and a detailed project assessment that will be completed by July/August 2011; the project assessment will be an essential part of the development of Detailed SCS Scenarios. The RTP will be analyzed through 2012 and released for review by the end of 2012. ABAG will approve the SCS by March 2013. MTC will adopt the final RTP and SCS by April 2013.

Regional agencies will prepare one Environmental Impact Report (EIR) for both the SCS and the RTP. This EIR might assist local jurisdictions in streamlining the environmental review process for some of the projects that are consistent with the SCS. Local jurisdictions are currently providing input for the potential scope of the EIR. Regional agencies are investigating the scope and strategies for an EIR that could provide the most effective support for local governments.

ADDITIONAL REGIONAL TASKS

MTC, ABAG and the Bay Area Air Quality Management District are coordinating the impacts of CEQA thresholds and guidelines recently approved by the Air District. The Air District is currently developing tools and mitigation measures related to the CEQA thresholds and guidelines to assist with development projects in PDAs. The four regional agencies will be coordinating other key regional planning issues including any adopted climate adaptation-related policy recommendations or best practices encompassed in the Bay Plan update recently released by BCDC.

UNIQUE LOCAL ROLE OF THE CITY OF (insert local jurisdiction) IN THE SUSTAINABLE COMMUNITIES STRATEGY

Suggested questions to be addressed by Local Planning Director

- *How do local planning efforts (i.e. General Plan, PDAs, Specific/Neighborhood Plans) relate to the SCS?*
- *What are the key local sustainable development issues/strategies that might be advanced through the SCS? (i.e. Employment growth, affordable housing, small town centers, schools)*
- *What are the key investments for a sustainable development path?*
- *How are local elected officials and staff participating in the regional SCS process?*

BENEFITS FOR ALL

The SCS provides an opportunity for the City of (insert local jurisdiction) to advance local goals as part of a coordinated regional framework. By coordinating programs across multiple layers of government, the SCS should improve public sector efficiency and create more rational and coordinated regulation and public funding. The SCS connects local neighborhood concerns—such as new housing, jobs, and traffic—to regional objectives and resources. As such, it is a platform for cities and counties to discuss and address a wide spectrum of challenges, including high housing costs, poverty, job access, and public health, and identify local, regional, and state policies to address them. It gives local governments a stronger voice in identifying desired infrastructure improvements and provides a framework for evaluating those investments regionally. In this way, the SCS rewards those cities whose decisions advance local goals and benefit quality of life beyond their borders—whether to create more affordable housing, new jobs, or reduce driving. Regional agencies are exploring the following support for the SCS:

- Grants for affordable housing close to transit
- Infrastructure bank to support investments that can accommodate housing and jobs close to transit
- Transportation investment in areas that can significantly contribute to the reduction of greenhouse gas emissions through compact development
- Infrastructure investments in small towns that can improve access to services through walking and transit.

NEXT STEPS

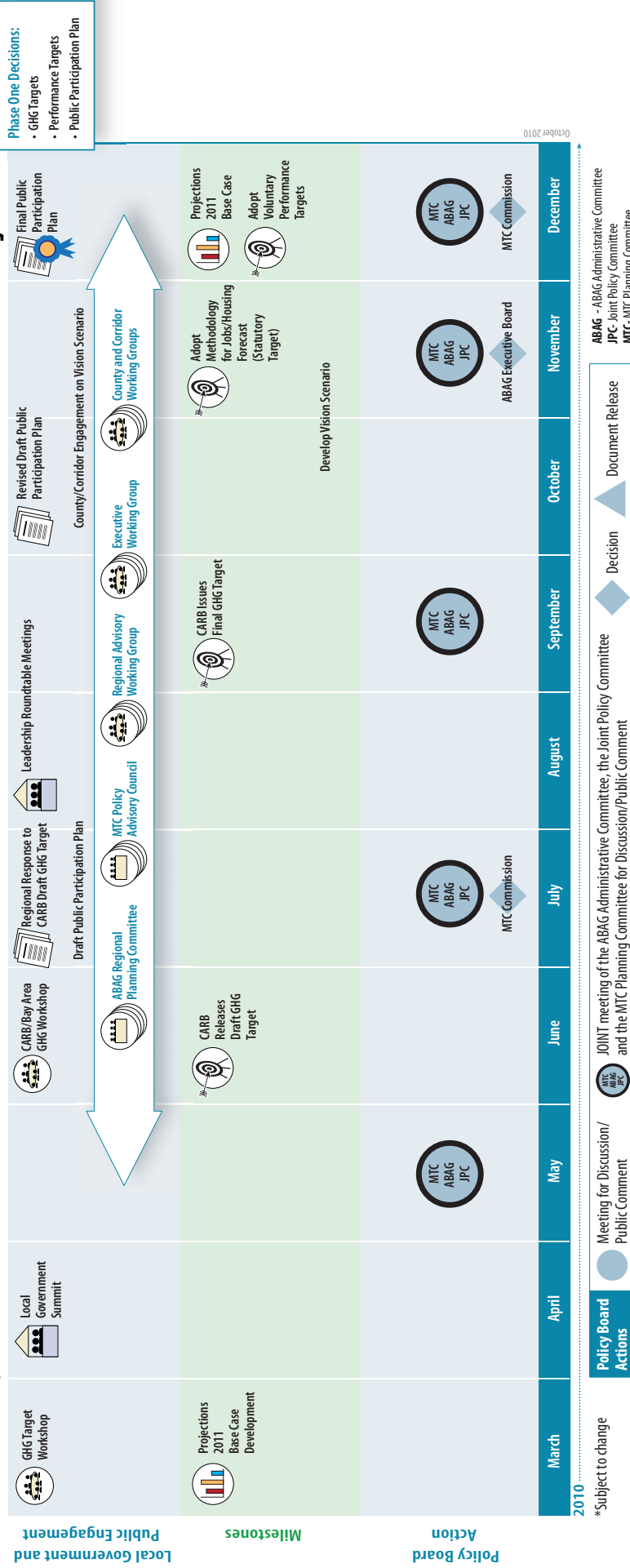
- Regional agencies expect to release an initial Vision Scenario in early February 2011.
- City (or County) staff will subsequently provide a report to (insert local description) describing the overall approach, regional context, and local implications for the City of (insert local jurisdiction).
- City (or County) staff will seek Council feedback and response to the initial Vision Scenario to be share with regional agencies. This feedback will serve as a basis for the development of Detailed SCS Scenarios through July 2011.

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Sustainable Communities Strategy Planning Process: Phase 1 Detail for 2010*

Phase 1: Performance Targets and Vision Scenario

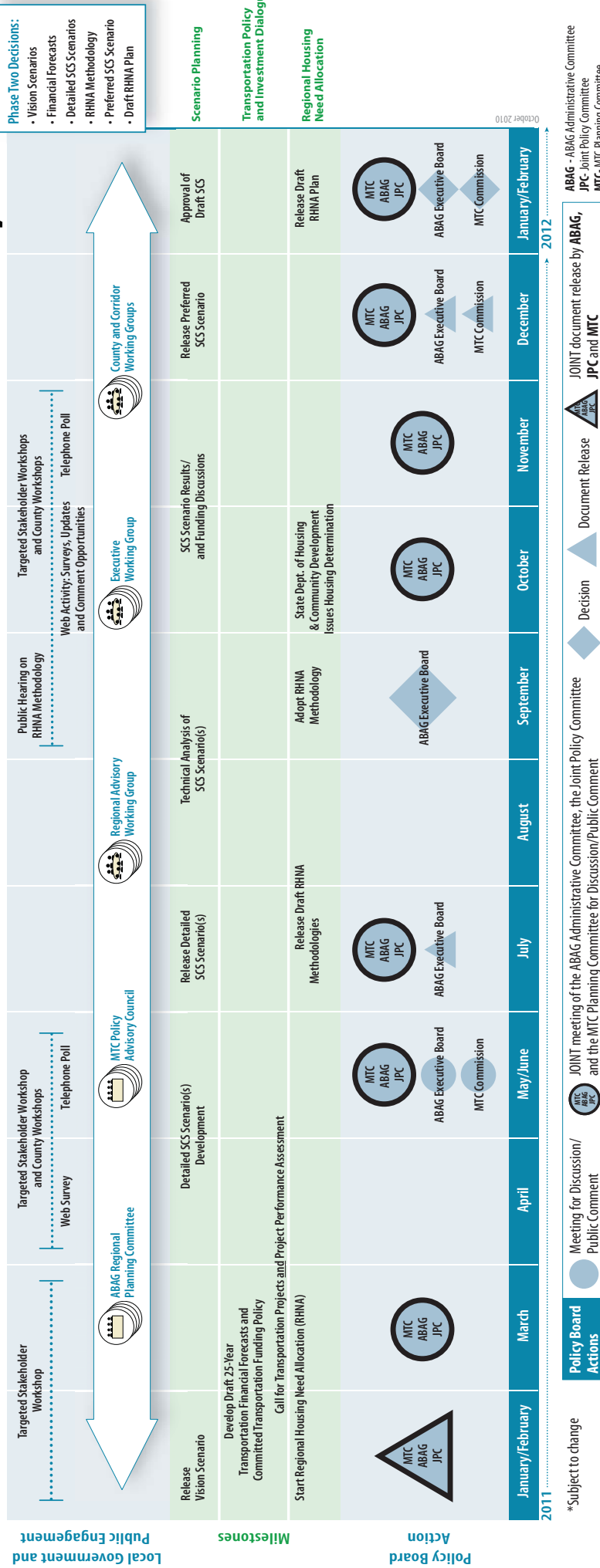
OneBayArea



Sustainable Communities Strategy Planning Process: Phase 2 Detail for 2011*

Phase 2: Scenario Planning, Transportation Policy & Investment Dialogue, and Regional Housing Need Allocation

One Bay Area

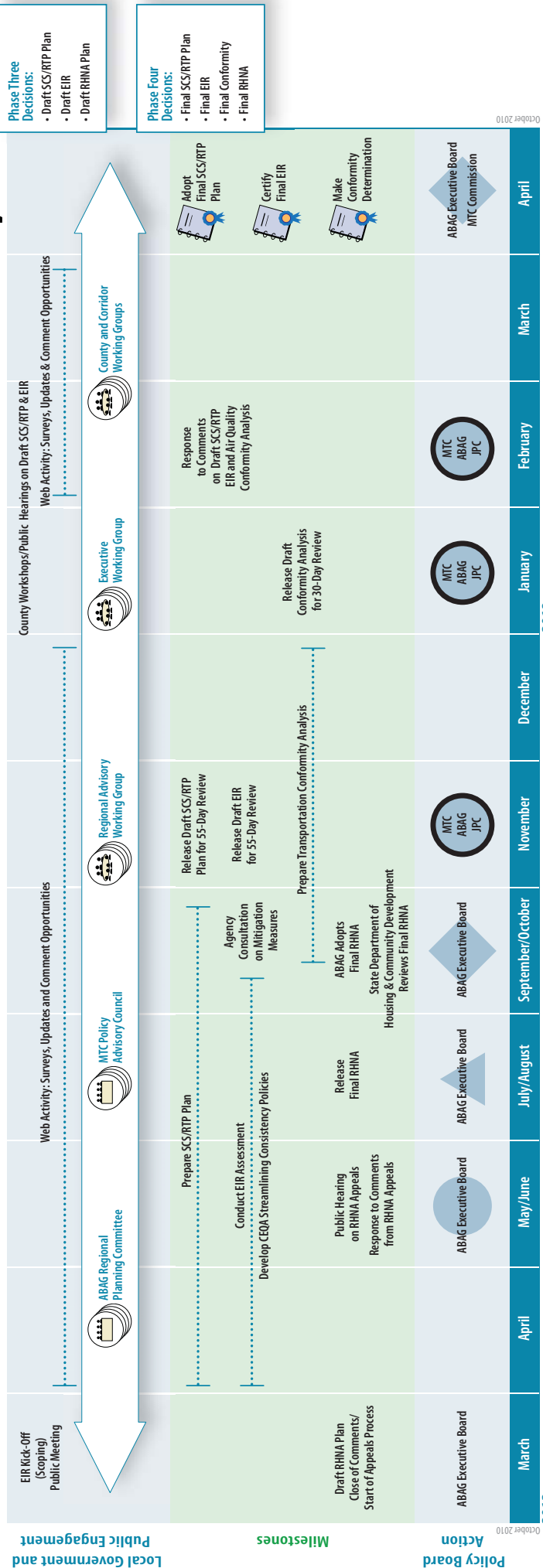


*Subject to change

Sustainable Communities Strategy Planning Process: Phases 3 & 4 Details for 2012-2013*

Phase 3: Housing Need Allocation, Environmental/Technical Analyses and Final Plans

Phase 4: Plan Adoption



*Subject to change

● Meeting for Discussion/
Public Comment

● Policy Board
Actions

◆ Decision

◆ Document Release

ABAG - ABAG Administrative Committee
JPC - Joint Policy Committee
MTC - MTC Planning Committee

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Alameda County Transportation Authority
Community Advisory Working Group

Category	Organization	Planning Area	Title	First Name	Last Name
1 Health	UC Berkeley Safe Transportation and Education Center	CW	Ms.	Lindsay S.	Arnold
2 Business	California Alliance for Jobs.	CW	Mr.	Joseph R.	Cruz
3 Business	Economic Development Committee (Oakland)	North	Ms.	Charissa M.	Frank
4 CWC Organization	Alameda County Taxpayer's Association	CW	Mr.	Arthur B.	Geen
5 Civil Rights/Env./Social Justice/Faith-based Adv.	Transportation Justice Working Group	CW	Ms.	Chaka-Khan	Gordon
6 CWC Organization	League of Women Voters	CW	Mr.	Earl	Hamlin
7 Education	Alameda County Office of Education	CW	Ms.	Unique S.	Holland
8 Civil Rights/Env./Social Justice/Faith-based Adv.	Urban Habitat	CW	Ms.	Lindsay S.	Imai Hong
9 Alameda CTC Community Advisory Committee	Alameda CTC CAC	CW	Dr.	Roop	Jindal
10 Education	Oakland Unified School District, Board of Education	North	Mr.	David	Kakishiba
11 Alameda CTC Community Advisory Committee	Alameda CTC CWC	CW	Ms.	JoAnn	Lew
12 Health	Davis Street Family Resource Center	Central	Ms.	Teresa	McGill
13 Civil Rights/Env./Social Justice/Faith-based Adv.	Genesis, and Corpus Christi Catholic Church (Piedmont)	North	Ms.	Gabrielle M.	Miller

**Alameda County Transportation Authority
Community Advisory Working Group**

Category	Organization	Planning Area	Title	First Name	Last Name
14	CWC Organization	CW	Ms.	Elizabeth W.	Morris
15	Seniors/People with Disabilities	North	Ms.	Betty	Mulholland
16	Civil Rights/Env./Social Justice/Faith-based Adv.	CW	Ms.	Eileen Y.	Ng
17	Civil Rights/Env./Social Justice/Faith-based Adv.	CW	Ms.	Carli E.	Paine
18	CWC Organization	CW	Mr.	James W.	Paxson
19	CWC Organization	CW	Ms.	Patrisha	Piras
20	Seniors/People with Disabilities	East	Ms.	Carmen	Rivera-Hendrickson
21	CWC Organization	CW	Mr.	Anthony R.	Rodgers
22	Business	South	Dr.	Raj	Salwan
23	Civil Rights/Env./Social Justice/Faith-based Adv.	South	Ms.	Diane	Shaw
24	Alameda CTC Community Advisory Committee	CW	Ms.	Sylvia	Stadmire
25	Alameda CTC Community Advisory Committee	CW	Ms.	Midori	Tabata
26	Health	CW	Ms.	Pam L.	Willow
27	Education	CW	Ms.	Beth A.	Wilson

Technical Advisory Working Group (TAWG)

	Planning Area	First Name	Last Name	Title	Business Name
1	North	Alex	Amoroso	Principal Planner, Planning Department	City of Berkeley
2	North	Aleida	Andrino-Chavez	Transportation Planner	City of Albany
3	South	Marisol	Benard	Even Start Program Manager	New Haven Unified School District
4	East	Jaimee	Bourgeois	Senior Civil Engineer (Traffic)	City of Dublin
5	North	Ann	Chaney	Director of Community Development	City of Albany
6	South	Mintze	Cheng	Public Works Director	City of Union City
7	Central	Keith R.	Cooke	Principal Engineer	City of San Leandro
8	South	Soren	Fajeau	Senior Civil Engineer	City of Newark - Engineering Division
9	East	Jeff	Flynn	Planning Director	Livermore Amador Valley Transit Authority
10	Central	Don	Frascinella	Transportation Manager, PWD	City of Hayward
11	East	Susan	Frost	Principal Planner	City of Livermore
12	South	Jim	Gannon	Manager of Transportation Services	Fremont Unified School District
13	East	Robin	Giffin	Senior Planner	City of Pleasanton
14	CW	Mike	Gougherty	Transportation/Environmental Planner/Analyst	Water Emergency Transportation Authority
15	South	Terrence	Grindall	Community Development Director	City of Newark

Technical Advisory Working Group (TAWG)

	Planning Area	First Name	Last Name	Title	Business Name
16	North	Diana	Keena	Associate Planner	City of Emeryville
17	Central	Paul	Keener	Senior Transportation Planner	Alameda County Public Works Agency
18	North	Obaid	Khan	Supervising Civil Engineer	City of Alameda - Public Works Department
19	South	Wilson	Lee	Transit Manager	City of Union City
20		Tom	Liao	Planning and Housing Manager	City of San Leandro
21	South	Joan	Malloy	Economic and Community Development Director	City of Union City
22	CW	Gregg	Marrama	Department Manager	BART
23	CW	Val	Menotti	Acting Department Manager, Planning	BART
24	North	Matt	Nichols	Principal Planner, PWD	City of Berkeley
25	Central	Erik J.	Pearson	Senior Planner, PWD	City of Hayward
26	South	James	Pierson	Transportation & Operations Director	City of Fremont
27		Brian	Schmidt	Director of Planning, Programming and Operations	ACE Rail
28	North	Peter	Schultze-Allen	Environmental Analyst, PWD	City of Emeryville
29	South	Jeff	Schwob	Planning Director	City of Fremont
30	North	Tina	Spencer	Director of Service Development and Planning	AC Transit

Technical Advisory Working Group (TAWG)

	Planning Area	First Name	Last Name	Title	Business Name
31	North	Iris	Starr	Division Manager of Infrastructure Plans and Programming	City of Oakland
32	East	Mike	Tassano	City Traffic Engineer	City of Pleasanton
33	CW	Lee	Taubeneck	Deputy District Director - District 4	Caltrans
34	North	Andrew	Thomas	Planning Services Manager	City of Alameda
35	North	Jim	Townsend	Trails Development Program Manager	East Bay Regional Park District (EBRPD)
36	East	Bob	Vinn	Assistant City Engineer	City of Livermore
37	East	Marnie	Waffle	Senior Planner	City of Dublin
38	North	Bruce	Williams	Senior Transportation Planner	City of Oakland
39	CW	Stephen	Yokoi	Office Chief, Office of Regional Planning - District 4	Caltrans
40	Central	Karl	Zabel	Operations and Development Supervisor	Hayward Area Recreation and Park District (HARD)
Alt	South	Farooq	Azim	Principal Civil Engineer	City of Union City
Alt	South	Carmela	Campbell	Planning Manager	City of Union City
Alt	North	Cory	LaVigne	Director of Service Development and Planning	AC Transit
Alt	Central	Larry	Lepore	Park Superintendent	Hayward Area Recreation and Park District (HARD)

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SEARCH →

ALAMEDA CTC

CWTP/TEP Project

Related Content

- [About CWTP](#)
- [About TEP](#)
- [CWTP/TEP Project](#)
- [CWTP/TEP Project Library](#)
- [How to Get Involved](#)
- [Online Survey](#)
- [Plan Development Committees](#)
- [Project Meetings and Meeting Documentation](#)
- [Project Schedule and Process](#)

Welcome to the Alameda County Transportation Planning Page!

Thank you for your interest in long-range planning for the future of our transportation system in Alameda County. Two major Plans are underway that guide future transportation improvements:

The [Alameda Countywide Transportation Plan \(CWTP\)](#) lays out a strategy for meeting transportation needs for all users in Alameda County. This plan includes projects and other improvements for: new and existing freeways, local streets and roads, public transit (paratransit, buses, rails, ferries) and facilities and programs to support bicycling and walking. Projects are required to be in the Countywide Transportation Plan to compete for funding on the regional, state and national level.

The [Transportation Expenditure Plan \(TEP\)](#) identifies the funding priorities for an extension of the existing Transportation Sales Tax, known as [Measure B](#). The TEP includes transportation infrastructure projects like roadway maintenance, bicycle, pedestrian, transit and paratransit improvements; and programs supporting biking, walking, transit and paratransit operations. The Transportation Expenditure Plan will be submitted to the voters of Alameda County for approval. If the plan appears on the 2012 ballot, as anticipated, it will a 2/3 majority to pass.

The [Countywide Bicycle and Pedestrian Plans](#) are currently being updated. Specific information about these efforts can found on the project website.



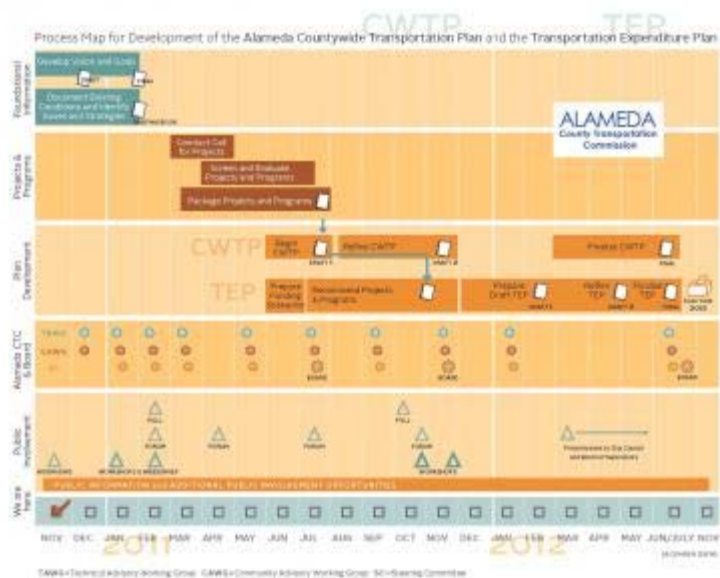
Transportation Plan Updates Underway

Alameda County Transportation Commission is currently updating the CWTP and developing the Transportation Expenditure Plan. A new sales tax measure is slated to be on the ballot in 2012. Currently, Measure B is a key source of funding for [transportation projects in Alameda County](#). Projects and programs for the TEP will be drawn from the CWTP.

To develop the Plans, Alameda CTC is working with a Steering Committee, Community Advisory Working Group and Technical Advisory Working Group. These [committees](#) include representatives from fifteen local jurisdictions, six transit operators, Caltrans District 4, the Port of Oakland, MTC and other community and agency stakeholders to identify and prioritize projects and programs.

Public input is important to this process

Learn how you can [participate in the planning process](#) and provide your input at essential project milestones.



The process for developing the Countywide Transportation Plan and Transportation Expenditure Plan are depicted in the Process Map above. Click on the image to download as a pdf.

PAPCO Calendar of Events for January 2011 to February 2011

Full Committee Meetings

- Tuesday, January 11, 2011, 9:00 to 10:45 a.m., Alameda CTC, **Regular TAC Monthly meeting**
- Monday, January 24, 2011, 1 to 3:30 p.m., Alameda CTC, **Regular PAPCO Monthly meeting**
- Tuesday, February 8, 2011, 9:30 to 11:30 a.m., Alameda CTC, **Regular TAC Monthly meeting**
- Monday, February 28, 2011, 1 to 4 p.m., Alameda CTC, **Regular PAPCO Monthly meeting/Joint meeting with TAC**

Subcommittee Meeting

- Fiduciary Training; date and time are TBD

Base Program

- 5310/5317 – Caltrans Issues 5310 call for projects; date and time are TBD

Outreach

Meeting Date	Event Name	Meeting Location	Time
1/20/11	Central County Transportation Forum	Hayward City Hall 777 B Street Hayward, CA 94541	6:30 – 8:30 p.m.

You will be notified of other events as they are scheduled.

For more information about Outreach events or to sign up to attend, please call (510) 267-6120 or (510) 267-6380.

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PAPCO Work Plan FY 2010/11

PAPCO Work Plan

PAPCO activities throughout the year will be guided by PAPCO Goals and Bylaws. The PAPCO Chair or Vice Chair will report to the ACTIA Board every month.

Topic: PAPCO Development and Outreach		
Goal: Continue PAPCO's development as an informed and effective community advisory committee; accomplish outreach in a variety of ways in all areas of the County		
Actions	Completed	In-Progress
Participate in Committee Leadership Training at September Meeting	x	
Participate in Outreach Training at Joint Meeting (February)		
Participate in Emergency Preparedness update/drill at January Meeting		
Assist in distributing new materials – Access Alameda in different languages (Spanish, Chinese, Tagalog, Vietnamese, Farsi)		
Assist in distributing new materials – Fact Sheets on Aging, etc		
Assist in outreach to community members regarding Clipper fare payment system		x
Fill every vacant seat on PAPCO Targeted PAPCO recruitment		x
Staff will continue to be available to help draft talking points or articles for members		ongoing
All members to participate in at least one Outreach activity – write an article, speak at another meeting, visit Senior Centers, and/or attend an event		ongoing

Topic: Policy Engagement and Input

Goal: Stay informed on and take advantage of opportunities to provide input on a variety of topics

Actions	Completed	In-Progress
Beginning in October 2010 research accessible transportation to County Fair		x
Complete survey regarding other committees/activities participation in November 2010 to be shared with Committee		x
Staff will continue to forward opportunities for comments and participation via email		x
Receive regular summaries of Transit Access Reports		x

Topic: Coordination and Mobility Management Planning Process

Goal: Learn about and contribute to Alameda County's Mobility Management Process

Actions	Completed	In-Progress
Review materials regarding Mobility Management provided in new section in meeting packet		x
Receive a report from TAC at Joint meetings on efforts October February April		x
Contribute to Countywide transportation inventory by completing survey regarding other transportation options/sources in community in November 2010		x

Topic: Planning Efforts

Goal: Stay informed on and contribute to Alameda County/Regional planning efforts; expand focus to “complete community”

Actions	Completed	In-Progress
Provide input on Countywide Bicycle and Pedestrian Master Plan Update		
October Joint Meeting		x
November Meeting		x
March Meeting		
Receive presentation on Countywide Transportation Plan and Transportation Expenditure Plan Development at February Joint Meeting; and also regular updates		
Receive reports from MTC and Regional issues/events		

Topic: Fiduciary Oversight

Goal: Continue fiduciary oversight over pass-through and grant funding

Actions	Completed	In-Progress
Received update on new pass-through reporting format at November Meeting		x
Receive reports from extended Gap grants at Meetings		x
November		
March		
April		
June		
Hold a fiduciary training subcommittee meeting in February		
Continue to evaluate pass-through and grant programs and expenditures		x

Topic: Sustainability

Goal: Identify ongoing funding needs for paratransit and future Call Cycles

Actions	Completed	In-Progress
Make recommendation on Gap Grant Call at January/February Meeting		
Discuss possible extension of Gap funding in January		
Receive an update on pass-through stabilization funding at February Meeting		

Topic: Customer Service

Goal: Participate in driver training and serve as a resource to providers; and facilitate communication and resolution of consumer complaints

Actions	Completed	In-Progress
Continue to be available to assist in East Bay Paratransit Driver Training		
Continue to be available to assist in East Bay Paratransit Secret Rider Program and Complaints Board		
Continue to be available to assist in LAVTA with Driver Training and related items		
Ensure that taxi providers have access to resources such as pocket guides from Easter Seals Project ACTION		

Members' Other Committees/Activities

PAPCO members appointed to SRAC		<ul style="list-style-type: none"> • To be completed after survey
PAPCO members appointed to WAAC		<ul style="list-style-type: none"> • To be completed after survey
Other Committees/Activities to be completed after survey		<ul style="list-style-type: none"> • To be completed after survey

CURRENT APPOINTMENTS

Appointer

- A. C. Transit
- BART
- Union City Transit
- City of Berkeley
- City of Emeryville
- City of Dublin
- City of Fremont
- City of Hayward
- City of Livermore
- City of Oakland; Councilmember
Rebecca Kaplan
- City of Pleasanton
- City of Union City
- Supervisor Alice Lai-Bitker

- Supervisor Gail Steele

- Supervisor Keith Carson

- Supervisor Nate Miley

- Supervisor Scott Haggerty

Member

- Hale Zukas
- Harriette Saunders
- Larry Bunn
- Aydan Aysoy
- Joyce Jacobson
- Shawn Costello
- Sharon Powers
- Vanessa Proee
- Jane Lewis
- Rev. Carolyn M. Orr

- Carmen Rivera-Hendrickson
- Clara Sample
- Sylvia Stadmire
- Renee Wittmeier
- Herb Clayton
- Michelle Rousey
- Jonah Markowitz
- Will Scott
- Betty Mulholland
- Sandra Johnson Simon
- Herb Hastings
- Maryanne Tracy-Baker

VACANCIES

Appointer

- City of Alameda
- City of Albany
- City of Newark
- City of Piedmont
- City of San Leandro
- LAVTA

Current PAPCO Appointments and Vacancies

Please keep these vacancies in mind when you speak with community members. If you know of an interested candidate, please have them contact Naomi at (510) 267-6118 and we will put them in contact with the Appointer.

CTAA's Role in Supporting Mobility Management



By Carolyn Jeskey

The Community Transportation Association has dedicated a number of its resources to promoting a vision of mobility management that embraces the key role of community and public transportation providers, and that focuses on customers and communities. The following is a series of snapshots of these important efforts.

PARTNERSHIP FOR MOBILITY MANAGEMENT

The Partnership for Mobility Management is a joint effort of national organizations that work with national, local, state and regional leaders and organizations to realize the possibilities of improving transportation options for all Americans wherever they live and to assist those especially in need of alternative transportation options. The Partnership is working together to encourage national, state and local stakeholders to support and adopt mobility management strategies and activities.

Partners include: American Association of State Highway and Transportation Officials; American Bus Association; American Public Transportation Association; Association for Commuter Transportation; Community Transportation Association of America; Eastern Seals; Taxicab, Limousine & Paratransit Association; and United We Ride.

The Partnership website (www.PartnershipForMobilityManagement.org) includes videos from mobility management presentations, links to technical assistance, mobility management job descriptions, among other offerings.

The Partnership will be working together to host a conference for mobility managers next Spring in conjunction with CTAA's EXPO event.

THINKING OUTSIDE THE BUS: NEW APPROACHES TO COMMUTER TRANSPORTATION

Tuesday, May 25, 2010 – Long Beach, Calif.

The *Thinking Outside the Bus* conference brought together advocates for and providers of, employment transportation to learn about and brainstorm on successful approaches for linking workers to employment sites and connecting the business arena to that discussion. The title of the conference was inspired by Pace Suburban Bus's Business Development Manager Barbara Ladner during a presentation at a 2009 Joblinks conference. While Pace runs 217 fixed-route buses and 372 paratransit buses, it also operates more than 700 vanpools. As Ladner told the 2009 audience:

"We are very interested in the nontraditional approach to transit. Transit – big bus – it's wonderful and it is our bread and butter, but to serve the population that we need to serve, to support the economic development in the region and to support the workforce efforts, you have to think outside the bus. You have to think of other ways of moving people."

(To view Ms. Ladner's entire presentation visit Employment Transportation: Encore! – ed)

We designed the 2010 Thinking Outside the Bus conference with that mobility management spirit in mind. Our day-long

event began with Panel 1: Preparing for the Post-Recession Job Market – The Role for Employment Transportation Services that focused on the customer, here with a discussion on future workforce needs. Panel 2: Flexibility is Our Middle Name – Designing Responsive Transportation Services was dedicated to building a family of services approach to meeting employment transportation needs including buses, vanpools, shuttles, hybrid approaches and first- and last-mile strategies. Panel 3: Working with Employers as Both Customers and Planning Partners covered strategies and avenues to engage employers in transportation planning and decision making, what discussions transportation organizations should be having with employers, and models for business-transportation partnerships. We concluded the conference with a panel titled The Goldilocks Approach to Technology – How Much is Just Right? that honed in on some of the ways that technology can support employment transportation riders, and mobility management more broadly.

To view the full agenda and PowerPoint presentations, visit the Thinking Outside the Bus: New Approaches to Commuter Transportation conference website.

ONE-CALL TRANSPORTATION SERVICES TOOLKIT

With funding from the U.S. DOL Office of Disability Employment Project and in cooperation the Federal Transit Administration, CTAA is wrapping up the One-Call Transportation Services Toolkit. The Toolkit guides organizations in communities to partner and work together – whether locally, regionally or statewide - to develop a one-call service for transportation via phone and on the web. Communities can choose to start small, follow one of a number of different models, and develop technologically and functionally from information and referral to reservations, dispatching, and more. The Toolkit will empower communities to select the right fit for their own circumstances.

The Toolkit will be a set of on-line tools, including:

- A Guide to Beginning One-Call Transportation Services
- The Benefit of Experience: Advice from One-Call Services Practitioners and Advocates
- Profiles from Nine Communities,
- The Results: A Survey of Existing One-Call Services, and
- A set of supplemental resources, such as factsheets, a glossary and links to more information.

Check *FastMail* in late December for the announcement of the launch of the CTAA One-Call Transportation Services Toolkit website.

TRANSPORTATION SOLUTIONS: LINKING PEOPLE WITH THEIR COMMUNITY TRAINING

“But how do I link them with transportation?” This is a question heard from workforce development and human service agency staff time and again. The first part of the answer is to ensure individuals know about available services and that transportation planners know about existing unmet needs. The Transportation Solutions: Linking People with Their Community course, offered through CTAA, teaches mobility managers and other transportation coordinators an effective model for sharing mobility information and learning about mobility needs through relationships with frontline staff in human service, workforce development, and nonprofit organizations.

The Transportation Solutions curriculum was developed by the Community Transportation Association of America and Easter Seals, Inc., with input from a 17-member national advisory committee that included representatives from disability services, workforce development, transportation, vocational rehabilitation, and secondary education/transition counseling. The project was funded by the Office of Disability Employment Policy and the Employment & Training Administration (U.S. Department of Labor) and administered by the Federal Transit Administration through the United We Ride initiative.

WEBINAR RECORDING: APPLYING MOBILITY MANAGEMENT APPROACHES TO SERVE JOB ACCESS NEEDS

November 10, 2010

The Joblinks Employment Transportation Center's November webinar looked at how a mobility management approach can serve the needs of the employment world's customer groups: job seekers and employees, as well as businesses and employment and training agencies. In Idaho, the mobility manager, that is housed within an economic development association, works with economic and workforce development partners to respond to the transportation needs of rural workers. Central Maryland Regional Transit's TRIP program has found success by diversifying its mobility management activities into three tailored positions, and building a one-stop transportation information service. SANDAG, in California, tailors its iCommute tools and assistance to engage local employers in offering a range of commuting options to their employees. Listen to the Webinar recording to learn more about each community's approach and explore what strategies might be adapted to meet the employment and transportation needs of your customers and your community.

MOBILITY MANAGEMENT SESSIONS & WORKSHOPS AT EXPO 2011



**COMMUNITY TRANSPORTATION ASSOCIATION EXPO
INDIANAPOLIS ♦ 2011**

SAVE THE DATE!
Mobility Management Conference
June 6 & 7, 2011
Indianapolis, Indiana
(in conjunction with EXPO 2011)

This will be a two-day conference for mobility managers about the ever-growing profession of mobility management.
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Transit Correspondence

Fixed-Route Bus Cuts Assailed As Unfair to Wheelchair Users

New York City (NYC) Transit Authority was accused of discriminating against riders with mobility impairments by making cuts in fixed-route service. The claim, states riders are unfairly & disproportionately affected and inhibited from 1) traveling a greater distance to an alternate bus route, or 2) using the subway if stations are inaccessible. The riders state that paratransit is an inadequate substitute and the freedom to travel independently depends on access to fixed-route. NYC Transit acknowledges that it “normally eliminated service” on ±24 local & 12 express bus routes” and ended weekends or restructured service on other routes. According to NYC Transit, the changes are permitted by ADA regulations. The changes do not appear to pertain to at least two of the individual plaintiffs in the case, both of whom have full paratransit eligibility but express preference for riding the fixed route. One plaintiff complains that with the elimination of route B39, there is no viable route between her office and home and is now struggling to meet the flexibility requirements of her job. Another plaintiff claims that prior to the elimination of bus lines he was able to live his life with some flexibility & spontaneity, and his freedom is gone now that he is paratransit dependent. The lawsuit charges NYC Transit with violating the ADA and Rehabilitation Act, stating discrimination against persons with mobility impairments “by denying them the benefits of the public transportation system enjoyed by individuals without mobility impairments” and charges that cuts have a “disparate impact” on persons with mobility impairments and that the defendants fail to operate a paratransit system “comparable to or substantially equal to the fixed-route system.”

Rights Office Rejects Complaint On Waiting for Ride in the Cold

The FTA’s Civil Rights Office closed, without investigation, a complaint about riders forced to wait outdoors for paratransit for a long time in cold, wet weather. The matter was treated as “a single instance of a late pickup” by the Metropolitan Atlanta Rapid Transit Authority’s (MARTA) paratransit service. An ADA complaint said the passengers were a 61 year old wheelchair user with cerebral palsy, a woman with multiple sclerosis, and a 6 year old wheelchair user with cerebral palsy. The riders were scheduled to be picked up at 3:30 and 4 pm; the venue where they were told to wait closed at 2:30 pm. The complaint said it was too cold to wait at the venue and they were forced to travel to the nearest safe warm place, nearly a mile from the site. They called MARTA and pleaded for an earlier pick up from the safe warm place and were told to return to the drop-off site. They then went back to the venue through “the coldest day of the year’s elements.” The paratransit vehicle arrived at 4:45 pm. John R. Day, acting FTA ADA team leader, disposed of the complaint with a letter stating, “We regret the hardship these individuals experienced, but the facts do not constitute the pattern or practice required to support a finding of an ADA violation. ADA regulations do not require that transit providers offer same-day trip scheduling or the option of same-day pickup time and location changes.

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DECEMBER 14, 2010

1

RTC/ClipperSM Discount Card Attendant Policy

TO: Transit Agency ClipperSM Staff

DATE: December 2, 2010

FR: Jacob Avidon

RE: RTC/ClipperSM Discount Card Attendant Policy

On November 12, 2010, a member of the public addressed MTC's Operations Committee with concerns about the RTC/ClipperSM Discount Card attendant policy. His specific concern is that RTC customer attendants are unable to receive ClipperSM cards that enable payment of eligible discount fares when the attendant travels with the qualifying RTC/ClipperSM Discount Cardholder. Based on current ClipperSM payment practices, an attendant traveling with a RTC/ClipperSM Discount Cardholder can pay discounted cash fare on a bus, but the same option is not available when riding BART. The identified problem of limited fare payment options for approved attendants is time sensitive due to the planned phase-out of certain non-ClipperSM payment options, particularly the BART red tickets.

Prior to ClipperSM, customers who qualified for RTC Discount Cards and received approval to travel with an attendant displayed their RTC Discount Cards to vehicle operators, and the attendant was able to pay either discounted cash fare or use a discounted BART ticket. Based on recent data provided by the RTC Discount Card Program, about 3,500 of the 90,000 total RTC Discount Cardholders are approved to travel with an attendant.

The concerns raised at MTC's Operations Committee are not the first time this issue has arisen. In response to input from transit operators, MTC raised this subject with the PTCC Accessibility Committee on October 18, and MTC requested that the Accessibility Committee provide input on how to address the identified problem.

Having received no transit operator input since the October discussion with the PTCC Accessibility Committee, MTC has identified the several options for serving RTC attendants (see Table 1 below).

Table 1 – Options for Serving RTC Attendants Option

Option	Description	Advantages	Disadvantages
1.	<ul style="list-style-type: none"> ▪ Attendant pays with discounted limited use ClipperSM ticket when riding Muni Metro ▪ BART continues sales of red tickets and attendant pays with red ticket when riding BART 	<ul style="list-style-type: none"> ▪ Similar to current practice 	<p>Tickets</p> <ul style="list-style-type: none"> ▪ Attendant must purchase limited use ClipperSM tickets when riding Muni Metro
2.	<ul style="list-style-type: none"> ▪ Attendant receives his/her own RTC Discount Card 	<ul style="list-style-type: none"> ▪ Both the qualifying cardholder and the attendant can pay with ClipperSM 	<ul style="list-style-type: none"> ▪ RTC Discount Card Program must issue additional cards. ▪ Attendant may fraudulently use card when not traveling with qualifying RTC/ClipperSM Discount Cardholder
3.	<ul style="list-style-type: none"> ▪ Attendant rides free when traveling with qualifying RTC/ClipperSM Discount Cardholder 	<ul style="list-style-type: none"> ▪ Easy to implement ▪ No new cards must be issued 	<ul style="list-style-type: none"> ▪ Minor decrease in fare revenue for transit operators
4.	<ul style="list-style-type: none"> ▪ Qualifying RTC/ClipperSM Discount Cardholders receive two cards and provide one to the attendant 	<ul style="list-style-type: none"> ▪ Both the qualifying cardholder and the attendant can pay with ClipperSM 	<ul style="list-style-type: none"> ▪ RTC Discount Card Program must issue additional cards ▪ Difficult to control fraud

Note that the system does not allow payment of a discount fare only under certain conditions, e.g. charging the attendant’s card a discount fare only when s/he is traveling with the eligible RTC/ClipperSM Discount Cardholder.

Recommendation and Deadline for Decision

MTC recommends Options 1 or 3. These options are easiest to implement and allow for the least possible fraud. MTC expects a decision by the transit operators no later than January 7, 2011.

Request for Input

MTC requests and welcomes input from the transit agencies. If the transit agencies would like to convene a meeting to discuss this subject, MTC can assist with meeting scheduling and planning. Transit agencies should be prepared to quickly identify staff responsible for assisting in establishing a final decision on this issue.

Please provide input by contacting Lysa Hale by phone (510.817.5884) or email (lhale@mtc.ca.gov) no later than December 10, 2010.

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

WHEELS Accessible Advisory Committee

Meeting

DATE: Wednesday, September 8 2010

PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore, CA

TIME: 3:30 p.m.

MINUTES

1. Call to Order

Vice Chair Carmen Rivera-Hendrickson called the meeting to order at 3:32 pm.

Members present:

Herb Hastings – Alameda County Representative

Shawn Costello –Dublin Representative – arrived at 4pm

Jane Lewis – Pleasanton Representative

Rickie Murphey – Pleasanton Representative

Russ Riley – Livermore Representative

Carmen Rivera-Hendrickson – Pleasanton Representative

Lee Serles – Livermore Representative

Sue Tuite –Dublin Alternate

Roberta Ishmael – Livermore Alternate

Joan Helen Hall – Alameda County Alternate – arrived at 3:40pm

Pam Deaton – Social Services Representative

Jennifer Cullen – Social Services Representative

Staff Present:

Paul Matsuoka, LAVTA
Jeff Flynn, LAVTA
Kadri Kulm, LAVTA
Jamiea Gentry, MV Transit

2. Citizens' Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)

No comments.

3. Minutes of May 12, 2010 Meeting of the Committee

Carmen Rivera-Hendrickson corrected the Minutes for item number 11 – Sacramento Trip Report.
Amended Minutes Approved: Deaton/Hastings

4. WAAC Composition/Recruiting Update

Staff welcomed the new committee members:
Pam Deaton – Social Services Representative,
Jennifer Cullen – Social Services Representative,
Roberta Ishmael – Livermore Alternate, and
Joan Helen Hall – Alameda County Alternate

5. WAAC Bylaws Update

Staff gave an overview of the WAAC Bylaws, which included committee members' responsibilities, definitions of quorum and affirmative vote, and public statements.
Item Number 6 – Electing a Chair and Vice Chair was moved down on agenda before the Ethics Report.

7. Establish WAAC Meeting Schedule/Times for FY 2011

Shawn Costello, the WAAC Chair, arrived at 4pm and took over leading the meeting.

Committee members established meeting times for FY2010/11. The committee chose to have their meetings on the first Wednesday of the meeting month at 3:30pm. The next WAAC meeting will be held on Wednesday, November 3rd, 2010 at 3:30pm.

8. LAVTA Representation at PAPCO

Staff informed the committee that LAVTA needs a new representative at PAPCO. Shawn Costello was LAVTA's representative at PAPCO, but will soon be representing City of Dublin. Staff has the applications for WAAC members who are interested in becoming LAVTA's representative at PAPCO.

8. Paratransit Interagency Connection Policy

This item was brought to WAAC at their March 2010 meeting. As of September 1, 2010, Dial-A-Ride vehicles no longer wait at the BART station for connecting East Bay Paratransit and County Connection LINK vehicles. Passengers are now dropped off at the BART station upon arrival at the station in order to more efficiently use vehicles and provide more capacity for non-transfer trips. Most Dial-A-Ride passengers do not transfer between services and are inconvenienced by the sometimes long transfer delays. Feedback so far has been largely positive.

10. Bus Rapid Transit Update and Service Changes for Winter 2011

In November 2009 LAVTA did an official groundbreaking ceremony for Bus Rapid Transit and the construction is rapidly coming to an end. The Rapid service will officially launch in January, 2011.

On August 21, 2010, LAVTA discontinued service on Routes 1C and 55 as discussed at the May 2010 WAAC meeting.

Staff gave an update on January 2010 service changes, which include beginning operations on the Rapid, reducing Route 10 to 30 minute all day service, implementing a new route between BART and Downtown Pleasanton on the Santa Rita Corridor to maintain 15-minute peaks service along the corridor on weekdays, and restoring 30-minute peak service to Route 8 on weekdays.

6. Election of WAAC Chair and Vice Chair for FY2010/11

The committee members voted Herb Hasting for the Chair position and Carmen Rivera-Hendrickson for the Vice Chair position.

11. Charging for Dial-A-Ride No Shows and Late Cancellation Update

At the last WAAC meeting Carmen Rivera-Hendrickson asked staff to look into the possibility of charging Dial-A-Ride riders for no-shows and late cancellations. Staff reported that according to the latest (2010) FTA Workbook for Triennial Auditors the FTA prohibits charging for paratransit no shows. LAVTA is not going to proceed with the rider fault missed services bill back policy at this time.

12. PAPCO Report

Shawn Costello reported that PAPCO did not meet in July or August, but on July 30th there was an ACTIA (Alameda CTC) workshop. Carmen gave an overview of the July ACTIA workshop. Shawn also said that PAPCO per diems are going up from \$25 to \$50.

Due to a medical emergency agenda items Ethics Report and Operational Issues will be carried over to the next meeting.

13. Adjournment

Vice Chair Carmen Rivera adjourned the meeting at 5:00 pm