



# Meeting Notice

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• [www.AlamedaCTC.org](http://www.AlamedaCTC.org)

#### **Commission Chair**

Supervisor Scott Haggerty, District 1

#### **Commission Vice Chair**

Councilmember Rebecca Kaplan,  
City of Oakland

#### **AC Transit**

Director Elsa Ortiz

#### **Alameda County**

Supervisor Richard Valle, District 2  
Supervisor Wilma Chan, District 3  
Supervisor Nate Miley, District 4  
Supervisor Keith Carson, District 5

#### **BART**

Director Thomas Blalock

#### **City of Alameda**

Mayor Marie Gilmore

#### **City of Albany**

Mayor Peggy Thomsen

#### **City of Berkeley**

Councilmember Laurie Capitelli

#### **City of Dublin**

Mayor Tim Sbranti

#### **City of Emeryville**

Vice Mayor Ruth Atkin

#### **City of Fremont**

Mayor Bill Harrison

#### **City of Hayward**

Councilmember Marvin Peixoto

#### **City of Livermore**

Mayor John Marchand

#### **City of Newark**

Councilmember Luis Freitas

#### **City of Oakland**

Vice Mayor Larry Reid

#### **City of Piedmont**

Mayor Margaret Fujjoka

#### **City of Pleasanton**

Mayor Jerry Thome

#### **City of San Leandro**

Councilmember Michael Gregory

#### **City of Union City**

Mayor Carol Dutra-Vernaci

#### **Executive Director**

Arthur L. Dao

## Paratransit Technical Advisory Committee

**Tuesday, May 13, 2014, 9:30 a.m.**

**1111 Broadway, Suite 800**

**Oakland, CA 94607**

### **Mission Statement**

The mission of the Alameda County Transportation Commission (Alameda CTC) is to plan, fund and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County.

### **Public Comments**

Public comments are limited to 3 minutes. Items not on the agenda are covered during the Public Comment section of the meeting, and items specific to an agenda item are covered during that agenda item discussion. If you wish to make a comment, fill out a speaker card, hand it to the clerk of the Commission, and wait until the chair calls your name. When you are summoned, come to the microphone and give your name and comment.

### **Reminder**

Please turn off your cell phones during the meeting. Please do not wear scented products so individuals with environmental sensitivities may attend the meeting.

### **Glossary of Terms**

A glossary of terms that includes frequently used industry terms and acronyms is available on the Alameda CTC website at

[www.AlamedaCTC.org/app\\_pages/view/8081](http://www.AlamedaCTC.org/app_pages/view/8081).

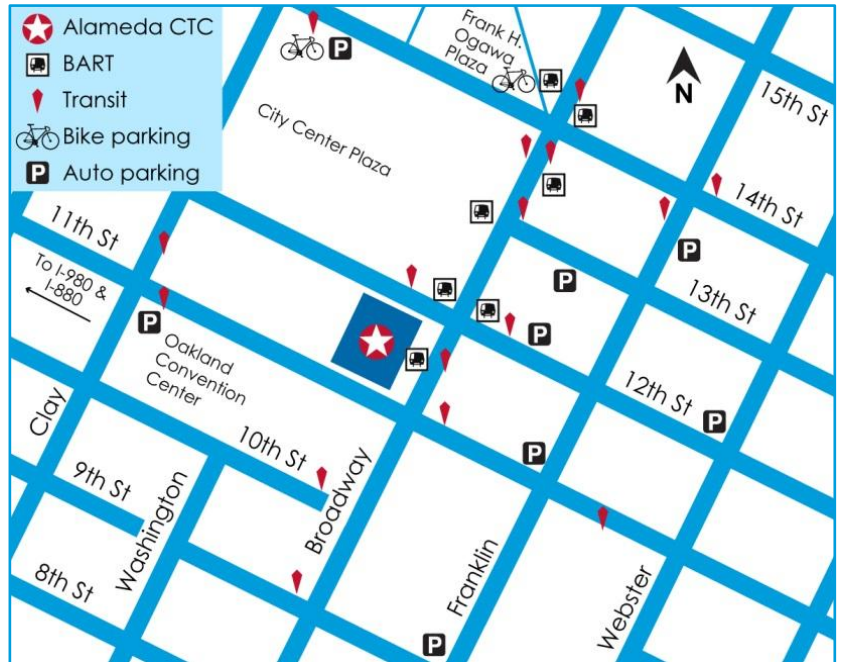
## Recording of Public Meetings

The executive director or designee may designate one or more locations from which members of the public may broadcast, photograph, video record, or tape record open and public meetings without causing a distraction. If the Commission or any committee reasonably finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities must be discontinued or restricted as determined by the Commission or such committee (CA Government Code Sections 54953.5-54953.6).

### Location Map

- ★ Alameda CTC  
1111 Broadway, Suite 800  
Oakland, CA 94607

Alameda CTC is accessible by multiple transportation modes. The office is conveniently located near the 12th Street/City Center BART station and many AC Transit bus lines. Bicycle parking is available on the street and in the BART station as well as in electronic lockers at 14th Street and Broadway near Frank Ogawa Plaza (requires purchase of key card from [bikelink.org](http://bikelink.org)).



Garage parking is located beneath City Center, accessible via entrances on 14th Street between 1300 Clay Street and 505 14th Street buildings, or via 11th Street just past Clay Street. To plan your trip to Alameda CTC visit [www.511.org](http://www.511.org).

### Accessibility

Public meetings at Alameda CTC are wheelchair accessible under the Americans with Disabilities Act. Guide and assistance dogs are welcome. Call 510-893-3347 (Voice) or 510-834-6754 (TTD) five days in advance to request a sign-language interpreter.



### Meeting Schedule

The Alameda CTC meeting calendar lists all public meetings and is available at [www.AlamedaCTC.org/events/upcoming/now](http://www.AlamedaCTC.org/events/upcoming/now).

## **Paperless Policy**

On March 28, 2013, the Alameda CTC Commission approved the implementation of paperless meeting packet distribution. Hard copies are available by request only. Agendas and all accompanying staff reports are available electronically on the Alameda CTC website at [www.AlamedaCTC.org/events/month/now](http://www.AlamedaCTC.org/events/month/now). Any other notice required or permitted to be given under these bylaws will follow the same policy. PAPCO members receive an exception to the paperless policy and will continue to receive notices via U.S. Postal Service in addition to electronic versions. Members can request to opt-out of paper notices.

## **Connect with Alameda CTC**

[www.AlamedaCTC.org](http://www.AlamedaCTC.org)



[facebook.com/AlamedaCTC](https://facebook.com/AlamedaCTC)



[@AlamedaCTC](https://twitter.com/AlamedaCTC)



[youtube.com/user/AlamedaCTC](https://youtube.com/user/AlamedaCTC)

This page is intentionally left blank.



# Paratransit Technical Advisory Committee Meeting Agenda

Tuesday, May 13, 2014, 9:30 a.m.

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

**Facilitator:** Naomi Armenta

**Staff Liaisons:** Jacki Taylor, Matt Todd

**Public Meeting Coordinator:** Krystle Pasco

9:30 – 9:35 a.m. Staff	<b>1. Welcome and Introductions</b>		
9:35 – 9:40 a.m. Public	<b>2. Public Comment</b>	<b>Page</b>	<b>A/I</b>
9:40 – 9:45 a.m. Staff	<b>3. Review Prior Meeting Minutes</b>		
	<b>3.1.</b> February 11, 2014 ParaTAC Meeting Minutes	1	
	The Committee will review the February 11, 2014 ParaTAC meeting minutes.		
9:45 – 10:15 a.m. Staff	<b>4. Measure B Paratransit FY14-15 Program Plans and Funding Report</b>		
	The Committee will receive a report on Measure B Paratransit FY14-15 Program Plans and funding.		
10:15 – 10:45 a.m. Guest Speaker	<b>5. Community Based Transportation Provider Presentation – On Lok Lifeways</b>		
	The Committee will receive a community based transportation provider presentation from On Lok Lifeways.		
10:45 – 11:15 a.m. ParaTAC	<b>6. Technical Exchange</b>		
	<b>6.1.</b> Mobility Management		
	<b>6.2.</b> Preparedness		
	<b>6.3.</b> Ask a ParaTAC Member		
	<b>6.4.</b> Other Technical Exchange Items		

11:15 – 11:30 a.m.	<b>7. Information Items</b>		
ParaTAC	<b>7.1.</b> SRAC Update		
PAPCO Chair	<b>7.2.</b> PAPCO Update and Appointments	5	
Krystle Pasco	<b>7.3.</b> Outreach Update		
Staff	<b>7.4.</b> Transportation Expenditure Plan Update		
ParaTAC	<b>7.5.</b> ParaTAC Member Announcements		
Staff	<b>7.6.</b> Other Staff Updates		
	<b>8. Draft Agenda Items for June 10, 2014 ParaTAC Meeting</b>		
	<b>8.1.</b> Hospital Discharge Transportation Service and Wheelchair Scooter Breakdown Transportation Service Update		
	<b>8.2.</b> Community Based Transportation Provider Presentation - TBD		
	<b>8.3.</b> Technical Exchange – Recurring Items		
11:30 a.m.	<b>9. Adjournment</b>		

**Next Meeting:** Tuesday, June 10, 2014

All items on the agenda are subject to action and/or change by the Commission.



# Paratransit Technical Advisory Committee Meeting Minutes

Tuesday, February 11, 2014, 9:30 a.m.

3.1

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

## MEETING ATTENDEES

Attendance Key (A = Absent, P = Present)

### Members:

- |                            |                         |                         |
|----------------------------|-------------------------|-------------------------|
| <u>P</u> Dana Bailey       | <u>A</u> Jackie Krause  | <u>A</u> Mary Rowlands  |
| <u>A</u> Beverly Bolden    | <u>P</u> Kadri Klm     | <u>A</u> Sid Schoenfeld |
| <u>A</u> Melinda Chinn     | <u>P</u> Kevin Laven    | <u>A</u> Michelle Silva |
| <u>P</u> Pam Deaton        | <u>P</u> Isabelle Leduc | <u>P</u> Leah Talley    |
| <u>A</u> Shawn Fong        | <u>A</u> Wilson Lee     | <u>P</u> Laura Timothy  |
| <u>A</u> Marisa Hackett    | <u>P</u> Hakeim McGee   | <u>A</u> Mark Weinstein |
| <u>A</u> Heather Hafer     | <u>A</u> Cindy Montero  | <u>A</u> Jeff Weiss     |
| <u>A</u> Brad Helfenberger | <u>A</u> Mallory Nestor | <u>A</u> David Zehnder  |
| <u>A</u> Karen Hemphill    | <u>P</u> Gail Payne     |                         |
| <u>A</u> Drew King         | <u>P</u> Kim Ridgeway   |                         |

### Staff:

- P John Hemiup, Senior Transportation Engineer
- P Jacki Taylor, Program Analyst
- P Naomi Armenta, Paratransit Coordinator
- P Krystle Pasco, Paratransit Coordination Team
- P Cathleen Sullivan, Paratransit Coordination Team
- P Terra Curtis, Paratransit Coordination Team

### Guests:

Doug Howerton, Oakland Human Services; Sylvia Stadmire, PAPCO Chair

## MEETING MINUTES

### 1. Welcome and Introductions

Naomi Armenta called the meeting to order at 9:35 a.m. The meeting began with introductions and a review of the meeting outcomes.

### 2. Public Comment

There was no public comment.

### 3. Review Prior Meeting Minutes

ParaTAC members reviewed the meeting minutes from January 14, 2014 and by consensus approved them as written.

### 4. Direct Local Program Distribution Estimates Update

Naomi Armenta and John Hemiup gave an update on the direct local program distribution estimates. John noted that staff will not be producing a mid-year funding update, however, actual tax revenue information will be posted each month and the projections will be updated accordingly.

## **5. Access Alameda Revision Update**

Naomi Armenta and Cathleen Sullivan gave an update on the Access Alameda guide and website revision process. She noted that staff will be asking for additional information from ADA mandated and city based programs regarding their individual pages as well as contact information and a high resolution photo.

Questions and feedback from ParaTAC members:

- Will there be a photo release form available? Yes, staff will email ParaTAC members the photo release form after the meeting.
- When are the high resolution photos due? They will be due in the next few weeks.
- Have we received any feedback from individuals who actually distribute the Access Alameda guide at outreach events? Yes, Krystle is involved in the revision process and she distributes the guides regularly at outreach events.
- How many guides do you distribute in one fiscal year? We distribute about 3,000 guides each fiscal year. The Access Alameda guide is the most popular piece of information that the agency distributes.
- Will the application still be available in the Access Alameda guide? Yes, the city based paratransit program application will still be available in the Access Alameda guide.
- What languages will these guides be available in? Staff is planning to print the guides in English, Spanish, Chinese, Tagalog, Vietnamese, Farsi as well as Braille.

## **6. Program Plan Application Completion Workshop**

Naomi and Cathleen facilitated a program plan application completion workshop for Committee members.

Questions and feedback from ParaTAC members:

- Our cost per trip looks really high but in actuality the Excel form is counting our Measure B, fare revenues and City general funds more than once. In response, staff agreed to correct and resend the forms.
- This application and the forms would be very helpful if they were available as an online form or tool on the web.

## **7. 2014 Annual Mobility Workshop Brainstorm**

Cathleen Sullivan and John Hemiup gave an update on the 2014 Annual Mobility Workshop. John noted that staff is proposing to host the Workshop at the Alameda CTC offices as well as decreasing the amount of time for the overall Workshop and altering the agenda accordingly. Cathleen then facilitated a brainstorm for Workshop ideas and themes.

Questions and feedback from ParaTAC members:

- I agree with both of the proposed changes.
- I like the full day Workshop because it allows for longer break times which lets us talk to other people from other areas.
- I like the Ed Roberts Campus because it is really accessible whereas Paratransit is having some difficulty dropping off individuals at the Alameda CTC offices. I also like the length of the Workshop as is.
- Members suggested possible presentation topics including an update on the San Francisco paratransit parking policy, the electronic debit card system for taxi



programs, an update on the state of the system (including new areas of development in Alameda County), and accessible taxis.

## **8. Technical Exchange**

### **8.1. Mobility Management**

Naomi Armenta noted that the Regional Mobility Management Working Group has been pretty active and is hosting a meeting on issues around accessible taxis. ParaTAC members are welcome to join that meeting at the Ed Roberts Campus. She also noted that staff is making progress on the 211 inventory and website.

John Hemiup gave an update on the Gap Grant matching and capital funds requests. Staff notified the applicants that they received full funding for their requests.

### **8.2. Preparedness**

Laura Timothy gave an update on East Bay Paratransit's emergency preparedness plan development. Staff is currently conducting interviews.

### **8.3. Ask a ParaTAC Member**

The City of Emeryville paratransit program successfully transitioned their 8-to-Go program in which they are now charging \$1.00 for every ride. They are doing well and are hitting their target for expected revenue shares. They are also still considering switching over to the annual membership fee model for next fiscal year.

### **8.4. Other Technical Exchange Items**

There were no other technical exchange items discussed.

## **9. Information Items**

### **9.1. SRAC Update**

The next SRAC meeting is on Tuesday, March 4<sup>th</sup>. East Bay Paratransit will be showcasing their new vehicles at this meeting.

### **9.2. PAPCO Update and Appointments**

Sylvia Stadmire gave a PAPCO update and noted that the next PAPCO and Joint PAPCO and ParaTAC meeting is on Monday, February 24<sup>th</sup>. She also noted that there are three PAPCO vacancies; one for Supervisor Valle and the others for the Cities of Piedmont and Newark.

### **9.3. Alameda CTC Staff Report**

John Hemiup gave a staff update on the RFPs for the paratransit contract as well as the HDTs and WSBTS programs contract.

### **9.4. Outreach Update**

Krystle Pasco gave an update on PAPCO's outreach activities. She noted that staff is looking forward to the next outreach, the Developmental Disabilities Council's Transition Information Faire, on Saturday, March 15, 2014 at the College of Alameda.

### **9.5. ParaTAC Member Announcements**

Kadri Klm announced that LAVTA just completed their RFP process for a new paratransit operations and maintenance contractor. The board awarded the contract to Medical Transportation Management (MTM) and they will begin service on May 1<sup>st</sup>.

Kim Ridgeway announced that seniors can now get their Senior Clipper cards through the mail but staff has also been requested to distribute Senior Clipper cards at outreach events. If ParaTAC members have any events where they would like to have Senior Clipper cards distributed, please contact Kim at AC Transit.

### **9.6. Other Staff Updates**

There were no other staff updates.

## **10. Draft Agenda Items for February 24, 2014 PAPCO and Joint PAPCO and ParaTAC Meeting**

- 10.1 Convene Finance and Program Plan Review Subcommittees
- 10.2 Gap Grant Cycle 5 Status Update
- 10.3 ParaTAC Report and Discussion
- 10.4 2014 Annual Mobility Workshop Brainstorm
- 10.5 Technical Exchange – Recurring Items

## **11. Adjournment**

The meeting adjourned at 11:30 a.m. The next PAPCO and Joint PAPCO and ParaTAC meeting is scheduled for February 24, 2014 at Alameda CTC's offices located at 1111 Broadway, Suite 800, in Downtown Oakland.



## **Appointer**

- Alameda County
  - Supervisor Scott Haggerty, D-1
  - Supervisor Richard Valle, D-2
  - Supervisor Wilma Chan, D-3
  - Supervisor Nate Miley, D-4
  - Supervisor Keith Carson, D-5
- City of Alameda
- City of Albany
- City of Berkeley
- City of Dublin
- City of Emeryville
- City of Fremont
- City of Hayward
- City of Livermore
- City of Newark
- City of Oakland
- City of Piedmont
- City of Pleasanton
- City of San Leandro
- City of Union City
- AC Transit
- BART
- LAVTA
- Union City Transit

## **Member**

- Herb Hastings
- Tom Perez
- Sylvia Stadmirer
- Sandra Johnson Simon
- Will Scott
- Harriette Saunders
- Jonah Markowitz
- Aydan Aysoy
- Shawn Costello
- Joyce Jacobson
- Sharon Powers
- Vanessa Proee
- Jane Lewis
- Vacant
- Rev. Carolyn M. Orr
- Vacant
- Carmen Rivera-Hendrickson
- Margaret Walker
- Suzanne Ortt
- Hale Zukas
- Michelle Rousey
- Esther Waltz
- Larry Bunn

This page is intentionally left blank.