



Paratransit Technical Advisory Committee Meeting Agenda

Tuesday, October 11, 2011, 1:30 to 3:30 p.m.
1333 Broadway, Suite 300, Oakland, CA 94612

Meeting Outcomes:

- Discuss draft Paratransit Program Implementing Guidelines
- Exchange technical information
- Receive updates on the Countywide Transportation Plan and Transportation Expenditure Plan (CWTP-TEP)

1:30 – 1:35 p.m. Naomi Armenta	1. Welcome and Introductions	
1:35 – 1:40 p.m. Public	2. Public Comment	
1:40 – 1:45 p.m. Staff	3. Review of September 13, 2011 Minutes <u>03 TAC Meeting Minutes 091311.pdf</u> – Page 1	
1:45 – 3:00 p.m. Nelson\Nygaard Staff	4. Discussion on Draft Paratransit Program Implementing Guidelines <u>04 Memo Paratransit Implementing Guidelines.pdf</u> – Page 9 <u>04A Draft Paratransit Implementing Guidelines.pdf</u> – Page 13	
3:00 – 3:15 p.m. TAC	5. Technical Exchange A. Mobility Management B. Preparedness C. Ask a TAC Member D. Other Technical Exchange Items	
3:15 – 3:30 p.m. Staff	6. Information Items A. CWTP-TEP Status Update <u>06A CWTP-TEP Overview.pdf</u> – Page 23 <u>06A1 Regional SCS-RTP CWTP-TEP Process.pdf</u> – Page 25 B. SRAC Update C. PAPCO Update D. TAC Committee Member Announcements E. Alameda CTC Staff Report <u>06E PAPCO Appointments.pdf</u> – Page 37 F. Outreach G. Other Staff Updates	
Staff		
Staff		
PAPCO Chair		
Staff		
Staff		
Staff		

7. Draft Agenda Items for Next Meeting |

- A. Input on CWTP-TEP
- B. Discussion on Involvement of Community-based, Nonprofit, Social Service Transportation Providers
- C. Discussion on Revised Mid-year Report Forms
- D. Update on Hospital Discharge Transportation Service/Wheelchair Scooter Breakdown Transportation Service
- E. Technical Exchange – Recurring Items

3:30 p.m.

8. Adjournment |

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

Next Joint PAPCO/TAC Meeting:

Date: October 24, 2011
Time: 1 to 4 p.m.
Location: Alameda CTC, 1333 Broadway, Suite 300, Oakland, CA 94612

Next TAC Meeting:

Date: November 8, 2011
Time: 9:30 to 11:30 a.m.
Location: Alameda CTC, 1333 Broadway, Suite 300, Oakland, CA 94612

Staff Liaisons:

John Hemiup, Senior Transportation Engineer
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Naomi Armenta, Paratransit Coordinator
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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.



**Alameda CTC Paratransit Technical Advisory Committee Meeting Minutes
Tuesday, September 13, 2011, 9:30 a.m., 1333 Broadway, Suite 300, Oakland**

Attendance Key (A = Absent, P = Present)

Members:

<u>A</u> Beverly Bolden	<u>P</u> Kim Huffman	<u>A</u> Joann Oliver
<u>A</u> Melinda Chinn	<u>A</u> Drew King	<u>P</u> Gail Payne
<u>P</u> Anne Culver	<u>A</u> Jackie Krause	<u>A</u> Mary Rowlands
<u>P</u> Pam Deaton	<u>P</u> Kadri Kulm	<u>A</u> Mia Thibeaux
<u>A</u> Louie Despeaux	<u>P</u> Kevin Laven	<u>P</u> Laura Timothy
<u>A</u> Jeff Flynn	<u>A</u> Isabelle Leduc	<u>A</u> Kelly Wallace
<u>A</u> Shawn Fong	<u>A</u> Wilson Lee	<u>A</u> Mark Weinstein
<u>A</u> Brendalynn Goodall	<u>P</u> Hakeim McGee	<u>A</u> Victoria Williams
<u>A</u> Brad Helfenberger	<u>A</u> Cindy Montero	<u>P</u> David Zehnder
<u>A</u> Karen Hemphill	<u>A</u> Mallory Nestor	

Staff:

<u>P</u> Matt Todd, Manager of Programming	<u>P</u> Cathleen Sullivan, Nelson/Nygaard
<u>A</u> John Hemiup, Senior Transportation Engineer	<u>P</u> Richard Weiner, Nelson/Nygaard
<u>P</u> Jacki Taylor, Programming Analyst	<u>P</u> Krystle Pasco, Acumen Building Enterprise, Inc.
<u>P</u> Naomi Armenta, Paratransit Coordinator	<u>P</u> Vida LePol, Acumen Building Enterprise, Inc.

1. Welcome and Introductions

Paratransit Coordinator Naomi Armenta called the meeting to order at 9:33 a.m. The meeting began with introductions and a review of the meeting outcomes.

Guests Present: Jennifer Cullen, Senior Support Services; Harold Hollis, Center for Elder's Independence; Vanessa Proee, Paratransit Advisory and Planning Committee (PAPCO); and Jonah Markowitz, PAPCO.

2. Public Comment

There were no public comments.

3. Review of June 21, 2011 Minutes

AC Transit requested to reword a comment made in the Other Technical Exchange Items section of the June 21, 2011 minutes to read, "Kim Huffman informed the Committee that AC Transit transitioned its internal paratransit operating unit (D-8) to the three existing private providers. Previous D-8 employees were offered an opportunity to move to the fixed route service. As a result of the closure, East Bay Paratransit will see approximately \$1.6 million in savings annually."

TAC members reviewed the meeting minutes from June 21, 2011 and by consensus approved them as written, with the addition of the edits requested by AC Transit.

4. Mobility Workshop Outcomes Report

Naomi reported the outcomes of the Mobility Workshop. She thanked all of the TAC members that helped throughout the day. She informed the committee that workshop attendance was just under 70 people, and the biggest group in attendance was the PAPCO members. In addition to the PAPCO and TAC members, other attendees included other community advisory committee members, community advocates, and representatives from public sector agencies and nonprofit organizations.

From the survey that Alameda CTC sent to workshop attendees via email, 60 percent of the respondents deemed the resource fair to be helpful. In regard to the presentations, people felt that Bonnie's presentation was the most informative, followed by Leslie Roger's presentation. Overall, all of the presentations received positive ratings as did the working session. Also from the survey, respondents mentioned that they favored the fixed-route options as their primary mode of transportation, followed by taxi services.

Naomi notified the TAC members of the two additional documents in the agenda packet, the Mobility Workshop Summary and the working session group chart transcriptions. Naomi reminded the members that during the working session, each group was given four questions to answer. She highlighted that volunteer driver programs were mentioned multiple times in each group's discussion.

Members provided the following input:

- One member commented on the timing of the buses with the BART trains so that passengers don't get left behind.
- Another member asked how the attendance for this year's workshop was compared to previous years. Naomi mentioned that it was less this year due to the capacity of the Ed Roberts Campus. The member also mentioned that the sound system was not great.
- Another member noted that she liked that the resource fair was separate from the main workshop. She also mentioned that the resource fair presenters had constant traffic all day.

Naomi suggested that we poll our resource fair presenters to see what their thoughts are for the resource fair for next year.

5. Discussion on CMMP Pilot Programs

Matt Todd gave an introduction to the discussion on the Countywide Mobility Management and Planning (CMMP) pilot programs. He mentioned that this effort stems from PAPCO's work from the previous year and the various discussions that happened to provide a better understanding of the services in the county today. He noted that there is a lot of activity

from the Alameda CTC to create funding guidelines and to update the Countywide Transportation Plan as well as the Transportation Expenditure Plan to get more funding for the next 25 years. The CMMP effort is a part of this process.

Cathleen Sullivan opened the discussion for the CMMP Pilot Programs and mentioned that many of the TAC members were involved in this process. She noted that the main changes made since the last time TAC members have seen the pilot programs was the initial feasibility analysis for implementation of the volunteer driver program in all parts of the county. Cathleen mentioned that Alameda CTC was not able to identify a nonprofit organization ready to administer the program. She noted that the volunteer driver program is still a program that can be pursued in the future; however, staff is not currently recommending this pilot. Cathleen also mentioned the addition of another pilot program, the Tri-City Mobility Management Project submitted by Shawn Fong of Fremont.

The projects currently being recommended are the uniformity of the taxi policies for North County, the expansion of the Tri-City Taxi Program from South County to Central County and the Tri-City Mobility Management Program.

Members provided the following input:

- Regarding the expansion of the Tri-City Taxi Program from South County to Central County, where will the funding come from if the City of Hayward does not have the funding in the future? Naomi mentioned that that would come from the implementing guidelines and the funding formulas being developed this year. Cathleen responded that the money would also come from the money set aside from the CMMP along with the reevaluation of the funding formulas and gap funds.
- Is the Tri-City Taxi Program coming to the Hayward area and when? Yes, after the contracts are put in place, these programs would start in early 2012.
- Another member mentioned that he agrees with the project to make the North County taxi policies more uniform and asked what the South County Taxi Program looks like. Krystle Pasco responded that the Tri-City Taxi Program is a premium, same-day taxi service where consumers can purchase subsidized taxi vouchers for use on metered fares. Consumers purchase the vouchers for \$2, but the vouchers are actually valued at \$12, and riders can use up to two vouchers for any trip. St. Mini Cab is the only taxi company available for this program.
- In the future, can the city of Emeryville tag onto the Tri-City Mobility Management Program? The member also suggested that other jurisdictions could advertise these mobility managers in other parts of the County for information and hopefully have their own mobility manager's local to their areas. Cathleen responded that the main idea for this program was to establish a model for other jurisdictions to use similarly in the future. Naomi mentioned that as an interim step, if a jurisdiction needs assistance with translation, it could contact the mobility managers for assistance or at least other resources to connect.
- Another member brought up the concern that the timeline for evaluating the process for making the North County taxi policies more uniform would happen at the same time that the City of Alameda is also reevaluating its MR. TIP program for

restrictions. Cathleen responded that the goal is to make this process collaborative. There will be a meeting to identify the vision and needs for each city in North County with regard to the taxi policies. The timeline was created to build this into the program plan review process next year. Richard Weiner responded that when looking at the implementation guidelines and how they impact each of the cities regarding the taxi policies in Alameda, the eligibility would expand but the number of trips would be limited, for example. The member also mentioned the possibility of writing in to the contract that all lift and/or accessible vans have a meter in the vehicle.

- How will the expansion of the CMMP pilot programs affect a city's Alameda CTC agreement, which expires at the end of March? Cathleen mentioned that the implementing guidelines will address program plans, agreements, and other related items, and will hopefully streamline the funding process.

Naomi shared the City of San Leandro's thoughts on the CMMP pilots. Staff is happy to see the Central County taxi project move forward and likes the project description and timeline. The City is also in agreement that through this existing program, the allocation formula will allow San Leandro to absorb the administrative costs for voucher distribution.

A member suggested using the remaining funds from the CMMP pilot programs for the volunteer driver program. Naomi clarified that this remaining pot could be used for any mobility management-type projects.

6. Discussion on Draft Paratransit Program Implementing Guidelines

Matt Todd introduced the discussion on the draft paratransit program implementing guidelines. He gave a background description on the implementation of the Measure B funding and the 10-year agreements as well as the process of updating those agreements for the next 10-year period. He mentioned that the implementing guidelines will be attached to the master agreement, and this will make the process easier to make guideline changes in the future.

Richard mentioned that this process will allow for more guidance from the Alameda CTC along with the fact that the program managers have the most knowledge about their programs and cities. He mentioned that some programs may experience an increase in service while others may see decreases. Richard mentioned that revenues from the sales tax are decreasing while the demand for these programs is increasing. Alameda CTC staff kept these two factors in mind while developing these guidelines. The idea is that a suite of services will be available in all parts of the county.

He also stated that the implementing guidelines will include several types of services in Alameda County, which include Americans with Disabilities Act (ADA) paratransit, door-to-door, taxi programs, shuttle programs, group trips, and volunteer driver programs.

Staff gave a description of the following types of services, and members discussed them (see Attachment 06A for service descriptions).

Taxi Programs

Member input and staff comments:

- Use \$5 vouchers instead of \$10 vouchers, with a limit of eight \$5 vouchers per month so that the usage stays flexible.
- Vouchers are different from script books, which allow for smaller increments for payments. Administrative costs and program provisions vary amongst these two types of programs as well.
- Medical return trips would be absorbed into the base taxi programs what would now be provided.
- Guidelines seem to be fair and equitable, and they don't favor big cities over small cities.
- These guidelines would not affect East County's para-taxi program as that program is funded through another source, not Measure B.
- Lift equipped/accessible vans should all have meters, and Alameda CTC should write this into the guidelines for taxi vehicles used in this program.
- Taking taxis across jurisdictions and counties can be confusing.

City Fixed Route Shuttles or "Accessible Community Buses"

Member input and staff comments:

- Tickets versus cash can be a point of discussion.
- Restricting deviations, except for flag stops at the discretion of the program sponsor can be counter-intuitive to certain programs. Flag stops are different because they are considered on the fixed route but there may be significant deviations that are important.
- Change the language to say that the local sponsors can make exceptions for certain deviations.
- Regarding a publically accessible shuttle, there may be a capacity issue for seniors versus for the general public. Should there be a prioritization for just seniors?
- The model for group trips is different from the model for shuttles, but there are some similarities in how individuals may choose to use the different transportation options.
- Depending on the funding allocation, these services can be considered as a menu of options, and program managers can choose whether or not they want to keep certain programs.
- Use one-time gap funding toward new signage for these new shuttles and services.

City-based Door-to-Door Services

Member input and staff comments:

- Parts of the county have three to four different same day service options that are similar but not on the same level as the ADA.
- Lowering the age for this type of service would increase costs. Also, for people who are in the age range of 70 to 79, some may now prefer to take the door-to-door service instead of the fixed-route service; although, we would want them to

continue to take the fixed-route service. Shifting the costs away from the door-to-door programs based on the parameters would shift to the ADA program, which would mean a higher cost to the ADA program (East Bay Paratransit). Instead of age eligibility for door-to-door programs, we can use ADA eligibility to use the service.

- Is it possible to provide options to choose between different niche populations to cater our services to or if possible to choose all of them?
- What are the possibilities of working beyond the service scope? How can we address everyone or at least not isolate some people?
- Some individuals are isolated as AC Transit continues to diminish bus lines, further decreasing East Bay Paratransit's coverage area. These individuals may start to rely on more door-to-door services or taxi programs.
- By using ADA eligibility as our primary standard for eligibility, costs will also increase to accommodate for the administrative costs for conducting more certification interviews. Some programs may not be able to provide services, as they do not rely on ADA eligibility and don't have the capacity to verify their users.
- Members are concerned about how policies will affect these new guidelines. Consumers may not choose to go to East Bay Paratransit first, but the city-based programs are designed to be supplemental to East Bay Paratransit.
- Discretion for verifying eligibility will still be up to the program managers, as each program has different criteria for eligibility.
- Who will have the discretion for determining fares for these different types of services? The local jurisdictions may determine these fares since each service is flexible.

Volunteer Driver Programs

Member input and staff comments:

- This is the highest premium service.
- With regard to the funding coming from pass through funding, do we have to use those funds to supplement our volunteer driver programs? There is no more funding coming from the general fund so we are using our pass-through funds. It is becoming more difficult for us to provide a wide array of services as gap funding continues to be redefined.

Group Trips

Member input and staff comments:

- Purchasing East Bay Paratransit tickets for group trips may no longer be allowed.

Mobility Management and Travel Training

Members did not provide input on this service.

Meal Service Delivery

Member input and staff comments:

- This can be further defined to describe the subsidy or what the options look like. The description should include maximum subsidies, equitability, cost per meal, etc.

Scholarship/Subsidized Fare Program

Members did not provide input on this service.

ADA-mandated Services

Member input and staff comments:

- Federal guidelines would supersede our guidelines.

7. Technical Exchange**A. Mobility Management**

None due to time constraints.

B. Preparedness

None due to time constraints.

C. Ask a TAC Member

None due to time constraints.

D. Other Technical Exchange Items

None due to time constraints.

8. Information Items**A. CWTP-TEP Status Update**

Naomi mentioned that if members have any questions regarding the CWTP-TEP, please let staff know, and they will follow up. Cathleen mentioned that there will be workshops in each planning area taking place throughout the county in October. Stakeholders can get involved. Naomi will send out this information once dates get finalized.

B. SRAC Update

None due to time constraints.

C. PAPCO Update

None due to time constraints.

D. TAC Committee Member Announcements

- Laura Timothy shared that the new *Learn BART* booklets are now available, and the surveys for feedback are due back to BART by September 19.
- Pam Deaton mentioned that since there is no meeting in October for TAC, she would like to have another meeting to further discuss today's agenda topics.
- Hakeim McGee requested more Wheelchair and Scooter Breakdown Transportation Service program brochures and stickers. Krystle will follow up.
- Kadri Kulm announced that there is a new operations contractor working with Livermore Amador Valley Transit Authority, American Logistics.

E. Alameda CTC Staff Report

None due to time constraints.

F. Outreach

None due to time constraints.

G. Other Staff Updates

None due to time constraints.

9. Draft Agenda Items for Next Meeting

- A. CWTP-TEP Input
- B. Discussion on Involvement of Community-based, Nonprofit, Social Service Transportation Providers
- C. Technical Exchange – Recurring Items

10. Adjournment

The meeting adjourned at 11:36 a.m.



MEMORANDUM

Date: October 5, 2011

To: Technical Advisory Committee (TAC) and Paratransit Advisory and Planning Committee (PAPCO)

From: Paratransit Coordination Team

Subject: **Implementing Guidelines**

Summary

TAC and PAPCO members are being asked at their September meetings to review and comment on a new type of policy document, "Implementing Guidelines". These Guidelines provide parameters for Measure B funded City-based programs in much more detail than in the past. They will be incorporated by reference into the new Paratransit Master Funding Agreements currently being developed.

Why do we need Implementing Guidelines?

In Fiscal Year 2006-2007, both committees worked with ACTIA staff to update the pass-through Agreements. Those Agreements are expiring in 2012. Also in 2006, PAPCO finalized and approved Minimum Service Levels (MSL's) for City-based programs. As of 2012 we will be at the mid-point of the measure and have had 10 years of experience with a variety of paratransit programs funded by pass-through and Gap funding. Staff believes that the committees and programs are well-placed to implement some "best practices" in the operation of City-based programs.

What are the intent and goals of the Implementing Guidelines?

There are a number of policy-level questions that have arisen over the course of the past few years that these implementing guidelines have sought to address, explained below. Additional background, including reference to

economic pressures, is included in the introduction to the “Implementing Guidelines” themselves.

Possible Inequity: As noted in the 2010 Service Delivery Analysis, although program diversity does allow for programs to be tailored to local circumstances, it also causes significant variations in service availability and quality across geographies. Further, the July 2000 Measure B Expenditure Plan indicates the intention “to reduce differences that might occur based on the geographic residence of any individual needing services.” Are there demographic factors that should determine what mix of service types a jurisdiction should have? Should programs be evaluated in terms of percent of eligible population served? For example, if one program serves a small proportion of people very well at high cost, how does that compare to a service serving many people with a lower level of service?

Possible Redundancy: Both the 2010 Service Delivery Analysis and the FY 2010-2011 Coordination and Mobility Management Planning (CMMP) process identified potential redundancy in the services provided throughout the county. These analyses documented the potential for cost savings through the elimination of administrative overhead duplication in cases where contiguous cities and the ADA paratransit provider are each contracting separately with the same service provider. Additionally, in jurisdictions with ADA paratransit service, city-based door-to-door programs, and taxi services, do consumers have three interchangeable options for at least some of their trips? If so, is the availability of three different door-to-door services the most effective use of resources? Also, do the multiple available services cause consumer confusion as to what they “should” be using?

Gaps in Service: Despite a relatively robust level of service provided in Alameda County compared to other places, mobility gaps still exist in many parts of the county as identified in the 2010 Service Delivery Analysis. Filling these gaps in an era of declining resources will be increasingly difficult.

Mixture of Service Types: If it is determined that an optimized “suite” of programs should be made available in each planning area, how should changing the mix of service types be done? How much value should historical service have? How much value should be placed on uniqueness of localities and their needs?

These guidelines alone do not attempt to address all of these issues, but they are intended as a first step in establishing a framework to refine the Measure B programs based on our accumulated experience over the past ten years. In short, they are intended as the basis for a discussion between PAPCO, the TAC and ACTC staff. The following were the primary factors that were taken into consideration in the design of the implementing guidelines:

- Ensuring that seniors and people with disabilities throughout Alameda County have options for meeting the full spectrum of their mobility needs.
- Establishing a reasonable cost per trip for consumers.
- Minimizing redundancy between programs.
- Ensuring that each service is designed to serve the populations that most depend on that service type.

How will the Implementing Guidelines impact programs?

Incorporation of the Guidelines by reference in the Master Funding Agreements ensures that continued funding will be directly tied to compliance with the Guidelines. The Guidelines can be adjusted, with appropriate approval, without revising the actual Agreements. The Guidelines will replace the Minimum Service Levels with more detailed parameters for each type of service provided through Measure B.

Next Steps

TAC had the first opportunity to comment on the Guidelines at their September 13th meeting. Their comments were shared with PAPCO at their September 26th meeting. Staff will work with both committees to refine the Guidelines, and the process for implementation, in coordination with the development of the Master Funding Agreements.

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DRAFT Implementing Guidelines

For the *Special Transportation for Seniors and People with Disabilities* Program funded through Measure B

Purpose

These implementing guidelines accompany the new Master Funding agreements between the Alameda CTC, city-based mobility programs for seniors and people with disabilities, and ADA paratransit providers that receive Measure B pass-through funding. These guidelines specify the rules that these programs must follow in their use of Measure B funds and, where applicable, the Vehicle Registration Fees (VRF). This document contains the list of services that are eligible to be funded through Measure B and the VRF; program sponsors can determine which of the following services best meet their community's needs and use their Measure B allotment to fund those services. These guidelines are incorporated by reference in the Master Funding Agreements. All other terms and conditions for programs are contained in the agreements themselves. Exceptions to these guidelines must be approved by the Alameda CTC.

Impact on Existing Programs

These guidelines are mandatory; therefore all programs that are funded partially or in full by Measure B revenue must abide by these guidelines. In cases where these guidelines require changes to current program parameters, there will be a grace period of one year to come into compliance with these guidelines. Programs must be in full compliance with the guidelines by the end of FY 12/13. Any new service that is started after adoption of these guidelines must abide by the guidelines.

Background & Context

There are a number of current issues in Alameda County that have set the stage for the development of these implementing guidelines:

Limited Funding and Increasing Demand for Service: The economic recession has had a notable impact on Alameda County transportation programs and transit operators. In particular, the decline in Measure B sales tax revenue has impacted programs severely since they depend on pass-through tax revenue for day-to-day operations, and transit agencies in Alameda County have been forced to cut service and raise fares due to revenue reductions from a range of sources. Finding additional funding from other sources is unlikely, as traditional federal and state funding sources have been decreasing over time; it is essential to use the available Measure B and VRF funds, as applicable, effectively. These economic hardships come at a time when the senior population is increasing and projected to increase at a higher rate in coming years due to the aging of the Baby Boom generation. Growth is projected to be particularly high in the segment of the population age 75-84 who more heavily depend on specialized transportation services.

Diversity of Existing Programs: The city-based programs in Alameda County are very diverse. City programs have been given a great deal of latitude to establish individual programs to serve the needs of their senior and disabled populations. As a result, programs have evolved to be quite distinct from one city to the next. Eligibility requirements, fare structure, service hours and service areas vary widely; the City department that oversees the program also varies from city to

city. Perhaps the most fundamental source of diversity is that each city has chosen to operate different types of services to meet the needs of their senior and disabled residents, including taxis, van contractors, city-run shuttles, and city-run door-to-door programs, among others. In 2006 PAPCO approved a series of Minimum Service Levels (MSLs) that has resulted in a somewhat greater level of program consistency. However the programs remain very diverse in their service parameters and modes of service delivery, raising potential issues of equity in terms of the options available to individuals in different cities.

Mobility Management in Alameda County: The field has evolved substantially over the past decade since many of the Measure B-funded senior and disabled transportation programs began. Increasingly, mobility management is replacing traditional segregated paratransit service with a more integrated approach. Alameda County has been examining the feasibility and effectiveness of increased coordination over the past few years, most notably through the Countywide Coordination Summits in 2006-2009, the *2010 Service Delivery Analysis*, and the Coordination and Mobility Management Planning Process (CMMP) in FY 2010-2011, which focused on identifying opportunities to streamline and/or implement effective mobility management programs.

Desire for more Uniformity: The outcomes of the Coordination and Mobility Management Planning (CMMP) process in FY 2010-2011, indicated that it may be beneficial to create more uniformity throughout the County as to program design and service parameters. More uniformity in program design, service parameters and availability of services across the County would improve equity and reduce confusion for new users, social service providers and tax payers.

Potential for an Optimized Package of Programs: During the CMMP process, the idea was also proposed that each area of the county could have an array of available services that cross jurisdictional boundaries of the cities within a specific planning area and potentially into other planning areas. This would enable a package of complementary programs in each region of the County that is tailored to the unique needs of that planning area. Ideally, this mix of services would reduce redundancy between services.

Types of Service in Alameda County

In order to develop a comprehensive approach to addressing the issues stated above, the following section provides an overview of services currently provided through Measure B. In order to address differences in the timing, origin and destination of a trip as well as the abilities of the passenger, a range of service types is necessary to meet the spectrum of mobility needs across the county.

Most services can be categorized along the following dimensions that most affect the consumer experience:

1. **Timing:** Same day versus pre-scheduled
2. **Accessibility:** Accessible vehicles versus those that do not accommodate wheelchair or scooter users
3. **Origins/Destinations:** Door-to-door versus fixed route
4. **Cost to Customer:** The out-of-pocket cost to the consumer for utilizing the service.

The primary types of transportation service currently provided in Alameda County for seniors and people with disabilities are shown in the table below. Each of these serve a different travel niche based on how they meet these customer experience parameters as shown below.

Figure 1 Customer Experience Parameters by Service Type

Service Type	Customer Experience Parameters			
	Timing	Accessibility	Origins/ Destinations	Cost to Customer
ADA Paratransit	Pre-scheduled	Accessible	Origin-to-Destination	Varies
Door-to-Door	Pre-scheduled & Same Day	Accessible	Origin-to-Destination	
Taxi Programs	Same Day	Varies	Origin-to-Destination	
Shuttle Programs	Set Schedule (some allow for flag stops)	Accessible	Fixed Route	
Group Trips	Pre-scheduled	Accessible	Fixed Route	
Volunteer Driver	Pre-scheduled	Generally Not Accessible	Origin-to-Destination	

Some city programs do not cleanly fit in these service type categories due to program particularities or because they are hybrids of different standard service types. In addition, some programs use their Measure B allotment to fund programs that do not directly provide transportation trips, such as subsidizing East Bay Paratransit tickets or funding meal delivery programs.

The matrix above is provided as a simple way to illustrate service types that may be interchangeable in terms of the type of service they provide to the consumer. This chart will be referenced in this document to define exactly what transportation niche a service fills and the appropriate guidelines for that service type.

Implementing Guidelines

Taxi Programs

Background/Justification: Taxis are one of the least costly ways to provide a curb to curb trip in Alameda County according to the data currently available. These guidelines are intended to better define the role that taxis play in relationship to other services. Currently, the parameters of taxi programs throughout Alameda County vary widely (e.g. level of reimbursement and length of trip). As part of the Service Delivery Analysis and CMMP process, the possibility of moving towards a partial or full countywide taxi program was considered. This step would necessitate more consistency in eligibility, subsidy method and level, and trip limits. These guidelines are intended to take a step in this direction

Taxi Service Parameters	
Service Description	A “premium” service intended to be a safety net to meet needs of eligible patrons for situations when they cannot make their trip on a pre-scheduled “next-day” basis. Not meant to be a routine service to be used on a daily basis. Therefore, these guidelines are designed to incentivize people to use the vouchers selectively at their discretion while taking affordability into consideration.
Customer Service Parameters	Same-day Expand availability of accessible (lift-equipped) taxi vehicles; cities should also require meters in accessible taxis Door-to-door/curb to curb service
Eligible Population	Seniors 70 years or older without proof of a disability People 18 and above with disabilities who are unable to use fixed route services. Program sponsors may use ADA eligibility, as established by ADA-mandated providers (incl. East Bay Paratransit, LAVTA, Union City Transit), as proof of disability.
Time and Days of Service & Service Area	24 hours per day/7 days per week Service area should include at least the planning area.
Fare (Cost to Customer)	Subsidy level: \$3 user cost for \$10 in voucher value (70% subsidy) Limit: \$40 of vouchers per person per month. This is a total of \$480 in voucher per person (a subsidy of \$336 per person per year). No limit on the number of vouchers that can be used per taxi trip.

City Fixed Route Shuttles or “Accessible Community Buses”

Background/Justification: Analyses done in the past year have identified that current shuttle services are the most expensive service provided in Alameda County (aside from ADA paratransit) on a cost per trip basis. The Service Delivery Analysis and CMMP process identified that cities may be implementing shuttles that would be more appropriately provided by AC Transit, and AC Transit has had concerns in the past about shuttles providing services that duplicate AC Transit routes. In addition, the CMMP process has identified that making city-based shuttle programs accessible to the general public (possibly for a higher fare) might improve their cost effectiveness by raising ridership and revenue.

One avenue for addressing these issues is moving towards a lower cost “community bus” model that is required to coordinate with AC Transit. The guidelines were designed to ensure that the role and importance of shuttles in serving trip needs is clearly defined.

These guidelines do not apply to Group Trips, which are described below.

City Shuttle Bus Service Parameters	
Service Description	Shuttles are accessible vehicles that operate on a set schedule to serve common trip origins and destinations visited by program participants. Common trip origins and destinations are: senior centers, medical facilities, grocery stores, BART stations, other transit stations, community centers, commercial districts, and post offices. Shuttles should be designed to <i>supplement</i> the services operated by transit agencies. Routes should not necessarily be designed for fast travel, but to get as close as possible to destinations of interest, often going into parking lots or up to the front entrance of a senior living facility. Shuttles allow for more flexibility than next day paratransit service, and are more likely to serve active seniors who do not drive than ADA paratransit registrants.
Customer Experience Parameters	Fixed schedule Accessible Fixed Route
Eligible Population	Shuttles should be designed to appeal to older people, but programs can be made open to the general public, not exclusively limited to seniors and/or people with disabilities. The senior and disabled communities should be involved in making any policy and/or operational changes to ensure that the program continues to prioritize meeting the needs of seniors and people with disabilities.
Time and Days of Service	At discretion of program sponsor with local consumer input.
Fare (Cost to Customer)	Fares should be no more than ADA paratransit fare, at discretion of program sponsor with local consumer input.
Cost of Service	By end of FY12/13, the cost per one-way person trip must be \$20 or lower.
Other	To start a local shuttle, a program must demonstrate how the service will fill a gap that is not covered by another service. Any city shuttle is required to coordinate with the local fixed route provider. Any shuttle plan must be submitted to the Alameda CTC for review prior to requesting funding to ensure effective design with clear origins and destinations. Deviations will be permitted to allow for pickups that are occasional in nature (e.g. senior center pickups only occur on call, but not every shuttle run). Flag stops are permitted at discretion of program sponsor.

NOTE on Shuttles: In cases where these guidelines require a change in the operation of services that are currently in place that will entail substantive cost to update materials (schedules, brochures, signage, etc), Measure B CMMP funds can be used in FY12/13 for these costs.

Group Trips

Group trips are round-trip accessible van rides for pre-planned outings or to attend specific events or go to specific destinations for fixed amounts of time, e.g. shopping trips or religious services. Trips usually originate from a senior center or housing facility. These trips are specifically designed to serve the needs of seniors and people with disabilities. Based on recent service analyses, group trips appear to be a relatively low cost service type. Group trips can fill a key role in serving trip needs that would otherwise be met by much higher cost services. Unlike shuttles, which sometimes serve similar trip needs, group trips are specifically designed for seniors and people with disabilities and should not be open to the general public.

This is an allowable service type that is eligible for funding from Measure B and/or VRF revenues.

City-based Door-to-Door Services

Background/Justification: Recent service analyses have questioned whether city-based door-to-door services, some of which predate the ADA, provide redundant services with ADA paratransit. This is a concern in an environment of increasingly limited resources and growing need. City-based door-to-door services can only be funded through Measure B and/or VRF revenues if they clearly serve a need not met by ADA paratransit service or by any other community transportation service.

In most cases the services are intended to fill gaps that are missed by ADA service, such as serving customers who live outside the ADA service area. When available on a same-day basis they can fill gaps in accessible same day service which are often not reliably met by taxi companies (however, most of the currently operating programs function primarily on a pre-scheduled basis and are not 100% reliable as same day service). City-based door-to-door services could play a very useful role in serving certain trips that are particularly costly for ADA paratransit services to meet. However it is unclear whether this is currently occurring.

The following guidelines were designed to address these issues and ensure that the role and importance of city-based door-to-door services in serving trip needs is clearly defined.

City-based Door-to-Door Service Parameters	
Service Description	City-based door-to-door programs provide a similar level of service to the mandated ADA services; when same day, the service functions like a supplemental accessible taxi service.
Customer Service Parameter	Pre-scheduled (same day reservations on a space-available basis) Accessible Door-to-door
Eligible Population	At discretion of program sponsor. At a maximum, program should be available to seniors 70 years or older without proof of a disability and people 18 and above with disabilities who are unable to use fixed route services. Program sponsors may use ADA eligibility, as established by ADA-mandated providers (incl. East Bay Paratransit, LAVTA, Union City Transit), as proof of disability. Program eligibility can be further curtailed to depending on the unique gap that the service is intended to fill.
Time and Days of Service	At discretion of program sponsor with local consumer input, depending on the unique gap that the service is intended to fill.
Fare (Cost to Customer)	At discretion of program sponsor with local consumer input, depending on unique gap service is intended to fill.
Other	Due to the fact that these door-to-door programs run a high risk of being redundant with ADA services, the unique mobility niche they serve must be clearly defined in order to exist. City-based door-to-door services should exist only where ADA paratransit service and taxi services are not available unless program sponsor can justify how service is filling a gap not being met by any other community transportation service.

Volunteer Driver Programs

Background/Justification: While there are some challenges involved with initiating and maintaining volunteer driver programs (e.g., driver recruitment, addressing liability concerns), these programs have the benefit of filling a critical mobility gap by providing door-through-door service model that is essential for many older adults and people with disabilities. These trips are a limited resource and should be directed to those populations who most need the trips.

Currently, there are no volunteer driver programs that are funded as part of a pass-through program. However, this is an allowable service type that is eligible for funding from Measure B pass-through and/or VRF revenues; any current grant-funded volunteer driver program would be eligible to transition to operating with pass-through funding.

Volunteer Driver Program Service Parameters	
Service Description	Volunteer driver programs meet a key mobility gap by serving door-through-door trips for more vulnerable populations. This is a complementary gap-filling service.
Mobility Role/Niche	Pre-scheduled Generally not accessible Door-through-door
Eligible Population	If resources allow, program should be made available, at minimum, to seniors 70 years or older without proof of a disability and people 18 and above with disabilities who are unable to use fixed route services. If sufficient resources are not available, program eligibility can be further restricted through additional eligibility criteria at discretion of program sponsor.
Time and Days of Service	At discretion of program sponsor; based on the availability of volunteers.
Fare (Cost to Customer)	Free to user or donation-based.
Other	Program sponsors can use Measure B funds to pay for volunteer mileage reimbursement purposes and/or administrative purposes.

Mobility Management & Travel Training

Recent service analyses have indicated a need to better match each trip to the most appropriate and cost effective service for the person making that trip. Mobility management and travel training play an important role in ensuring that people use the “right” service for each trip, e.g., using EBP from Fremont to Berkeley for an event, using a taxi voucher for a same-day semi-emergency doctor visit, and requesting help from a volunteer driver or group trips program for grocery shopping. Mobility management covers a wide range of activities, such as travel training, trip planning, and brokerage. Therefore programs must specify a well-defined set of activities that will be undertaken in a mobility management program.

This is an allowable service type that is eligible for funding from Measure B and/or VRF revenues.

Other Services funded through Measure B

Meal Delivery Services

Some programs choose to fund meal delivery programs with their Measure B pass-through funds. Although this provides access to life sustaining needs for seniors and people with disabilities, it is not a direct transportation expense. Currently operating programs can continue to use Measure B funds for these program costs, but new programs cannot be established.

Scholarship/Subsidized Fare Program

East Bay Paratransit ticket purchase programs are not an allowable expense to fund with Measure B revenues, as they induce demand on the costly EBP service without necessarily targeting individuals whose financial situation impedes their ability to ride. A “Scholarship Program” or “Subsidized Fare Program” designed to subsidize any service for customers who are low-income and can demonstrate financial need is a service type that is eligible for funding from Measure B and/or VRF revenues.

To establish a program and receive funds, the sponsor must describe how financial means testing will be undertaken and cannot use more than 3% of their pass-through funds for the program. Low income should be considered 30% AMI (area median income) or lower.

ADA-mandated Services

ADA-mandated programs are a service type that is eligible for funding from Measure B and/or VRF revenues. These programs are implemented and administered according to federal guidelines that supersede these guidelines; however all ADA-mandated programs funded through Measure B or the VRF are subject to the terms of the Master Funding Agreement.

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Countywide Transportation Plan Update and Transportation Expenditure Plan Development Overview

The Alameda CTC is in the process of updating the Alameda County Countywide Transportation Plan (CWTP), a 25-year plan that lays out a strategy for addressing transportation needs for all users in Alameda County and feeds into the Regional Transportation Plan. The Alameda CTC is also developing a new Transportation Expenditure Plan (TEP) concurrently with the CWTP.

The following committees are involved in the CWTP-TEP development process:

Steering Committee: Comprised of 13 members from the Alameda CTC including representatives from the cities of Berkeley, Emeryville, Hayward, Livermore, Newark, Oakland, Pleasanton, and Union City, as well as Alameda County, BART and AC Transit. Mayor Mark Green of Union City is the chair and Councilmember Kriss Worthington of Berkeley is the vice-chair. The purpose of the Steering Committee is to lead the planning effort, which will shape the future of transportation throughout Alameda County. To view the meeting calendar, visit <http://www.alamedactc.org/events/month/now>.

Staff liaisons:

- Tess Lengyel, Deputy Director of Policy, Public Affairs, and Legislation, (510) 208-7428, tlengyel@alamedactc.org
- Beth Walukas, Deputy Director of Planning, (510) 208-7405, bwalukas@alamedactc.org

Technical Advisory Working Group (TAWG): Comprised of agency staff representing all areas of the County including planners and engineers from local jurisdictions, all transit operators in Alameda County, and representatives from the park districts, public health, social services, law enforcement, and education. The purpose of the Technical Advisory Working Group is to provide technical input, serve in an advisory capacity to the Steering Committee, and share information with the Community Advisory Working Group. To view the meeting calendar, visit <http://www.alamedactc.org/events/month/now>.

Staff liaisons:

- Beth Walukas, Deputy Director of Planning, (510) 208-7405, bwalukas@alamedactc.org
- Saravana Suthanthira, Senior Transportation Planner, (510) 208-7426, ssuthanthira@alamedactc.org

continued

Community Advisory Working Group (CAWG): Comprised of 27 members representing diverse interests throughout Alameda County including business, civil rights, education, the environment, faith-based advocacy, health, public transit, seniors and people with disabilities, and social justice. The purpose of the Community Advisory Working Group is to provide input on the Countywide Transportation Plan and the Transportation Expenditure Plan to meet the multi-modal needs of our diverse communities and businesses in Alameda County, serve in an advisory capacity to the Steering Committee, and share information with the Technical Advisory Working Group. To view the meeting calendar, visit <http://www.alamedactc.org/events/month/now>.

Staff liaisons:

- Tess Lengyel, Deputy Director of Policy, Public Affairs, and Legislation, (510) 208-7428, tlengyel@alamedactc.org
- Diane Stark, Senior Transportation Planner, (510) 208-7410, dstark@alamedactc.org



Memorandum

DATE: June 27, 2011

TO: Bicycle and Pedestrian Advisory Committee (BPAC)

FROM: Beth Walukas, Deputy Director of Planning
Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation

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

Recommendation

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

ACTAC; the Planning, Policy and Legislation Committee (PPLC); the Alameda CTC Board; the Citizen's Watchdog Committee; the Paratransit Advisory and Planning Committee; the Citizen's Advisory Committee; and the Bicycle and Pedestrian Advisory Committee receive monthly updates on the CWTP-TEP and RTP/SCS. The purpose of this report is to keep various Committee and Working Groups updated on regional and countywide planning activities, alert Committee members about issues and opportunities requiring input in the near term, and provide an opportunity for Committee feedback in a timely manner. CWTP-TEP Committee agendas and related documents are available on the Alameda CTC website. RTP/SCS related documents are available at www.onebayarea.org.

July 2011 Update:

This report focuses on the month of July 2011. A summary of countywide and regional planning activities for the next three months is found in Attachment A and a three year schedule for the countywide and the regional processes is found in Attachment B and Attachment C respectively. Highlights include MTC and ABAG's alternative scenario and performance assessment and the release of Alameda CTC's first round evaluation results of the transportation investment packages.

1) MTC/ABAG Development of Alternative Land Use and Transportation Scenarios

MTC and ABAG have released draft alternative land use and transportation scenarios, which were presented to the MTC Planning and ABAG Administration Committees and the MTC Commission at

their June 10 and June 22 meetings. The MTC Commission and ABAG Administrative Committee after much discussion and public comment approved five land use options and two transportation options and directed staff to bring back additional information on how social equity will be accomplished in the analysis. MTC staff will begin its performance assessment with result anticipated to be released in October.

2) RTP/SCS Work Element Proposals

MTC continues to refine their proposals and guidance for the following work elements of the RTP/SCS including:

- Releasing draft 25-year revenue projections (county budgets are not anticipated to be available until Fall 2011); and
- Developing draft transit capital, local streets and roads maintenance needs, and transit operation needs estimates.

3) Upcoming Meetings Related to Countywide and Regional Planning Efforts:

Committee	Regular Meeting Date and Time	Next Meeting
CWTP-TEP Steering Committee	4 th Thursday of the month, noon Location: Alameda CTC	July 28, 2011 No August Meeting September 22, 2011
CWTP-TEP Technical Advisory Working Group	2 nd Thursday of the month, 1:30 p.m. Location: Alameda CTC	July 14, 2011 No August Meeting September 8, 2011
CWTP-TEP Community Advisory Working Group	1 st Thursday of the month, 3:00 p.m. Location: Alameda CTC	July 7, 2011 No August Meeting September 1, 2011
SCS/RTP Regional Advisory Working Group	1 st Tuesday of the month, 9:30 a.m. Location: MetroCenter, Oakland	July 5, 2011 August 2, 2011 September 6, 2011
SCS/RTP Equity Working Group	Location: MetroCenter, Oakland	July 13, 2011 August 10, 2011 September 14, 2011
SCS/RTP Housing Methodology Committee	10 a.m. Location: BCDC, 50 California St., 26th Floor, San Francisco	July 28, 2011

Fiscal Impact

None.

Attachments

Attachment A: Summary of Next Quarter Countywide and Regional Planning Activities
Attachment B: CWTP-TEP-RTP-SCS Development Implementation Schedule
Attachment C: One Bay Area SCS Planning Process

**Summary of Next Quarter Countywide and Regional Planning Activities
(October 2011 through January 2012)**

Countywide Planning Efforts (CWTP-TEP)

The three year CWTP-TEP schedule showing countywide and regional planning milestone schedules is found in Attachment B. Major milestone dates are presented at the end of this memo. During the October 2011 through January 2012 time period, the CWTP-TEP Committees will be focusing on:

- Coordinating with ABAG and local jurisdictions to provide comments on the Alternative Land Use Scenarios for the Sustainable Communities Strategy (SCS);
- Coordinating with the local jurisdictions to develop a draft Alameda County Locally Preferred SCS to test with the financially constrained transportation network in October;
- Responding to comments on the Administrative Draft CWTP;
- Refining the financially constrained list of projects and programs for the Draft CWTP;
- Developing the second draft CWTP;
- Refining the countywide 25-year revenue projections consistent and concurrent with MTC's 25-year revenue projections;
- Developing first draft Transportation Expenditure Plan (TEP) list of projects and programs;
- Conducting public outreach and a second poll; and
- Presenting the Draft CWTP and Draft TEP to the Steering Committee and Commission for approval.

Regional Planning Efforts (RTP-SCS)

Staff continues to coordinate the CWTP-TEP with planning efforts at the regional level including the Regional Transportation Plan (MTC), the Sustainable Communities Strategy (ABAG), Climate Change Bay Plan and amendments (San Francisco Bay Conservation and Development Commission (BCDC)) and CEQA Guidelines (Bay Area Air Quality Management District (BAAQMD)).

In the three month period for which this report covers, MTC and ABAG are focusing on

- Conducting a scenario analysis of five land use options and two transportation network (Alameda CTC staff is providing input into both of these activities);
- Releasing the results of the scenario analysis and project performance assessment;
- Refining draft 25-year revenue projections;
- Finalizing maintenance needs and Regional Programs estimates; and
- Adopting a RHNA Methodology.

Staff will be coordinating with the regional agencies and providing feedback on these issues, through:

- Participating on the MTC/ABAG Regional Advisory Working Group (RAWG),
- Participating on regional Sub-committees (Equity sub-committee);
- Developing a written response to the Alternative Land Use Scenarios;
- Developing local transportation network priorities through the CWTP-TEP process; and
- Assisting in public outreach.

Key Dates and Opportunities for Input¹

The key dates shown below 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 information to local jurisdictions: Completed

Initial Vision Scenario Released: March 11, 2011: Completed

Draft Alternative Land Use Scenarios Released: Completed (released August 26, 2011)

Preferred SCS Scenario Released/Approved: March/May 2012

RHNA

RHNA Process Begins: January 2011

Draft RHNA Methodology Released: December 2011

Draft RHNA Plan released: February 2012

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

RTP

Develop Financial Forecasts and Committed Funding Policy: Completed

Call for RTP Transportation Projects: Completed

Conduct Performance Assessment: May 2011 - November 2011

Transportation Policy Investment Dialogue: November 2011 – April 2012

Prepare SCS/RTP Plan: April 2012 – October 2012

Draft RTP/SCS for Released: November 2012

Prepare EIR: December 2012 – March 2013

Adopt SCS/RTP: April 2013

CWTP-TEP

Develop Alameda County Locally Preferred SCS Scenario: May 2011 – May 2012

Call for Projects: Completed

Administrative Draft CWTP: Completed

Preliminary TEP Program and Project list: October 2011

Draft CWTP and TEP Released: December 2011

Plans Outreach: January 2011 – June 2012

Adopt Final CWTP and TEP: May 2012

TEP Submitted for Ballot: July 2012

¹ Note that the regional schedule is being updated. Attachment A reflects the proposed revisions to the schedule while Attachment C does not. MTC will provide a revised Attachment C once the revised schedule is approved by the Commission.

Calendar Year 2010

Task	2010						Meeting FY2010-2011	2010				
	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	Information about upcoming CWTP Update and reauthorization											
Alameda CTC Technical Work												
Technical Studies/RFP/Work timelines: 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												
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013			Local Land Use Update P2009 begins & PDA Assessment begins						Green House Gas Target approved by CARB.	Start Vision Scenario Discussions		
											Adopt methodology for Jobs/Housing Forecast (Statutory Target)	Projections 2011 Base Case
												Adopt Voluntary Performance Targets

Calendar Year 2011

		2011					FY2011-2012	2011				
Task	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	Performance measures, costs guidelines, call for projects and prioritization process, approve polling questions, initial vision scenario discussion	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update (draft list approval), project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects final list to MTC, TEP strategic parameters, land use, financials, committed projects	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion		Meeting moved to December due to holiday conflict	Review 2nd draft CWTP; 1st draft TEP
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, briefing book, outreach	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update, project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects update, TEP strategic parameters, land use, financials, committed projects	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion		Review 2nd draft CWTP, 1st draft TEP, poll results update	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, briefing book, outreach	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update, project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects update, TEP strategic parameters, land use, financials, committed projects	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion		Review 2nd draft CWTP, 1st draft TEP, poll results update	No Meetings
Public Participation	Public Workshops in two areas of County: vision and needs; Central County Transportation Forum	Public Workshops in all areas of County: vision and needs		East County Transportation Forum			South County Transportation Forum	No Meetings		2nd round of public workshops in County: feedback on CWTP,TEP; North County Transportation Forum		No Meetings
Agency Public Education and Outreach		Ongoing Education and Outreach through November 2012					Ongoing Education and Outreach through November 2012					
Alameda CTC Technical Work												
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level	Feedback on Technical Work, Modified Vision, Preliminary projects lists					Work with feedback on CWTP and financial scenarios	Technical work refinement and development of Expenditure plan, 2nd draft CWTP					
Polling	Conduct baseline poll									Polling on possible Expenditure Plan projects & programs	Polling on possible Expenditure Plan projects & programs	
Sustainable Communities Strategy/Regional Transportation Plan												
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013			Release Initial Vision Scenario	Detailed SCS Scenario Development			Release Detailed SCS Scenarios	Technical Analysis of SCS Scenarios; Adoption of Regional Housing Needs Allocation Methodology		SCS Scenario Results/and funding discussions		Release Preferred SCS Scenario
	Discuss Call for Projects		Call for Transportation Projects and Project Performance Assessment		Project Evaluation		Draft Regional Housing Needs Allocation Methodoligy					
	Develop Draft 25-year Transportation Financial Forecasts and Committed Transportation Funding Policy											

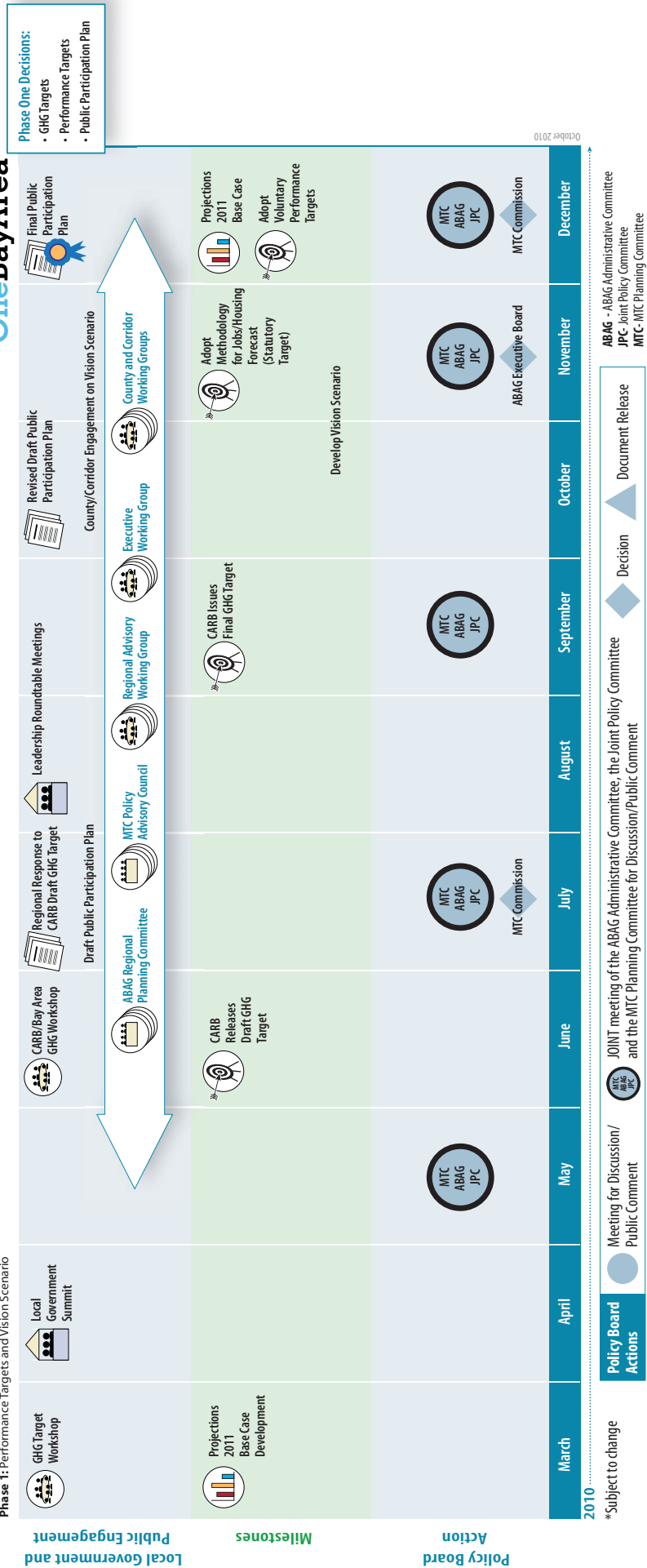
Calendar Year 2012

		2012					FY2011-2012				
Task	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	Meetings to be determined as needed		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	Meetings to be determined as needed								VOTE: November 6, 2012
Community Advisory Working Group	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed								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						Ongoing Education and Outreach through November 2012 on this process and final plans				
Alameda CTC Technical Work											
Technical Studies/RFP/Work timelines: 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 Preferred SCS, Release of Regional Housing Needs Allocation Plan		Begin RTP Technical Analysis & Document Preparation	Prepare SCS/RTP Plan						Release Draft SCS/RTP for review	

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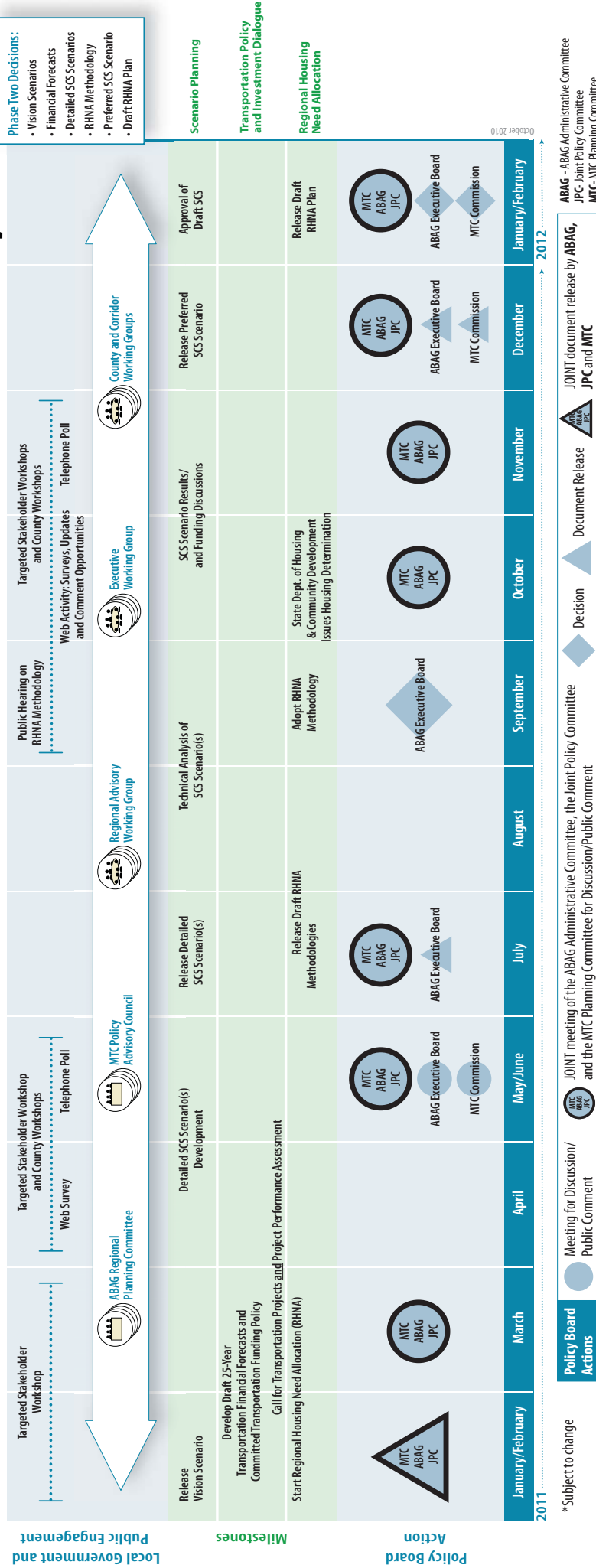
Phase 1: Performance Targets and Vision Scenario



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

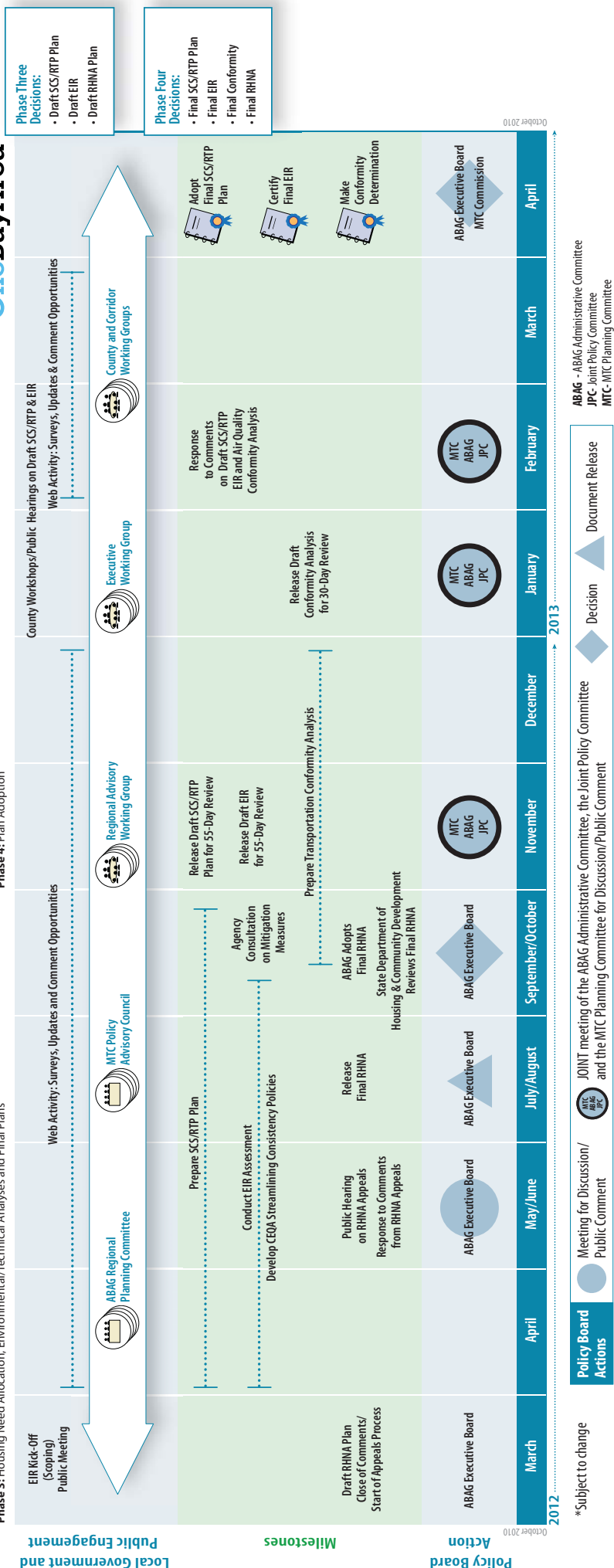
Phase 2: Scenario Planning, Transportation Policy & Investment Dialogue, and Regional Housing Need Allocation

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Phase 4: Plan Adoption



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CURRENT PAPCO APPOINTMENTS

Appointer

- A. C. Transit
- BART
- LAVTA
- 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 Piedmont
- City of Pleasanton
- City of Union City
- Supervisor Wilma Chan

- Supervisor Nadia Lockyer

- Supervisor Keith Carson

- Supervisor Nate Miley

- Supervisor Scott Haggerty

Member

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

- Gaye Lenahan
- 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

Vacancies are on hold, pending adoption of new appointment structure. If you have any questions, please contact Naomi at (510) 208-7469.

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