



## Paratransit Technical Advisory Committee Meeting Agenda

Tuesday, October 9, 2012, 9:30 to 11:30 a.m.  
1333 Broadway, Suite 300, Oakland, CA 94612

### Meeting Outcomes:

- Discuss use of existing and potential new funding
- Exchange technical information

9:30 – 9:35 a.m. Naomi Armenta	<b>1. Welcome and Introductions</b>	
9:35 – 9:40 a.m. Public	<b>2. Public Comment</b>	
9:40 – 9:45 a.m. Staff	<b>3. Review of September 11, 2012 Minutes</b> <i>03_TAC_Meeting_Minutes_091112.pdf – Page 1</i>	
9:45 – 10:50 a.m. Staff	<b>4. Discuss use of existing and potential new funding</b>	
10:50 – 11:10 a.m. TAC	<b>5. Technical Exchange</b> A. Mobility Management B. Preparedness C. Ask a TAC Member D. Other Technical Exchange Items	
11:10– 11:30 a.m. Staff TAC PAPCO Chair TAC Staff  Staff	<b>6. Information Items</b> A. TEP Status Update B. SRAC Update C. PAPCO Update D. TAC Committee Member Announcements E. Alameda CTC Staff Report <i>06E PAPCO Appointments.pdf – Page 4</i> F. Outreach G. Other Staff Updates	

**7. Draft Agenda Items for Next Meeting** |

- A. Discuss TEP election outcome
- B. Discuss amendments to Implementation Guidelines
- C. Discuss Funding Formula for potential new funding
- D. Discuss Gap Guidelines
- E. Update on HDTS/WSTS
- F. Technical Exchange

11:30 a.m.

**8. Adjournment** |

*Key: A – Action Item; I – Information/Discussion Item; full packet available at [www.alamedactc.org](http://www.alamedactc.org)*

**Next TAC Meeting:**

Date: November 13, 2012

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  
(510) 208-7414  
[jhemiup@alamedactc.org](mailto:jhemiup@alamedactc.org)

Naomi Armenta, Paratransit Coordinator  
(510) 208-7469  
[narmenta@alamedactc.org](mailto:narmenta@alamedactc.org)

**Location Information:** Alameda CTC is located in Downtown Oakland at the intersection of 14<sup>th</sup> Street and Broadway. The office is just a few steps away from the City Center/12<sup>th</sup> Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14<sup>th</sup> and Broadway near Frank Ogawa Plaza (requires purchase of key card from [bikelink.org](http://bikelink.org)). There is garage parking for autos and bicycles in the City Center Garage (enter on 14<sup>th</sup> 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 11, 2012, 9:30 a.m., 1333 Broadway, Suite 300, Oakland

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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>A</u> Anne Culver	<u>A</u> Jackie Krause	<u>A</u> Mary Rowlands
<u>A</u> Pam Deaton	<u>A</u> Kadri Kulm	<u>P</u> Leah Talley
<u>P</u> Louie Despeaux	<u>A</u> Kevin Laven	<u>A</u> Mia Thibeaux
<u>A</u> Jeff Flynn	<u>P</u> Isabelle Leduc	<u>P</u> Laura Timothy
<u>P</u> Shawn Fong	<u>P</u> Wilson Lee	<u>A</u> Mark Weinstein
<u>A</u> Brendalynn Goodall	<u>A</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> John Hemiup, Senior Transportation Engineer
<u>P</u> Naomi Armenta, Paratransit Coordinator	<u>P</u> John Nguyen, Acumen Building Enterprise, Inc
<u>P</u> Cathleen Sullivan, Nelson\Nygaard	<u>P</u> Claudia Leyva, Administrative Assistant
<u>P</u> Krystle Pasco, Acumen Building Enterprise, Inc.	

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### 1. Welcome and Introductions

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

**Guests Present:** Jennifer Cullen of Senior Support Program of the Tri-Valley; Jeff Weis, Bay Area Community Services

### 2. Public Comment

There was no public comment.

### 3. Review of June 12, 2012 Minutes

TAC members reviewed the meeting minutes from June 12, 2012 and by consensus approved them as written.

### 4. Update on HDTs/WSBTS

Krystle Pasco presented an update on the Hospital Discharge Transportation Service (HDTs) and the Wheelchair Scooter Breakdown Transportation Service (WSBTS).

#### Questions and feedback from TAC:

- How can we find out the frequency of use between hospitals and the number of individuals in need of hospital discharge service to better target our outreach? Naomi Armenta responded from the data available, our most frequent ridership is from Kaiser Hayward, San Leandro Hospital, Kaiser Fremont, and St. Rose. People are encouraged to sign up for paratransit, and information and the application is available in the ACCESS Alameda guide.
- Is there a contact list available to refer individuals to the programs available at the medical facilities? Naomi stated the materials are being updated with an anticipated completion this month. The materials will include a one-page flyer with a program listing of participating hospitals.
- How can we get other hospitals, such as the Alameda Hospital, to participate in the program? Naomi responded that some hospitals require persistence and persuading.
- Has there been consideration on expanding services to other types of urgent care or dialysis centers? Naomi responded under the current program they want to stay focused on hospitals which have beds and people who are actually admitted and discharged. A member commented the program's intent is not for individuals who have scheduled procedures. Rather, it is designed for individuals who are suddenly discharged, and are looking at a same-day need and a change in mobility. The program helps them connect to the on-going paratransit services available.
- Should the program be available to Veterans' care facilities? Naomi responded we could look into general outreach or transportation options available to the Veterans community at a later time. A member commented Veterans' care centers are not hospital facilities, and individuals would know when the procedure happens and are reimbursed accordingly.
- How many ride requests are from individuals in wheelchairs? Naomi responded the vouchers have a box for that information, and we can ask MV Transportation and Direct Line at our annual meeting for those numbers.
- A member commented they would like to see if the hospital staff is using and referring individuals to the program, as opposed to, using more expensive ambulance service or gurney services for individuals in wheelchairs.
- A member commented that a medical social worker should help complete a paratransit application when initiating the discharge process and before individuals leave the hospital. If they do not have time to begin the process themselves, at ValleyCare, the medical social worker will call Senior Support Program and ask them for assistance. Naomi suggested that as part of the in-service we can suggest other available resources to facilities with limited time.

#### 5. Workshop Outcomes Report

Cathleen Sullivan gave a brief review of the Alameda CTC Annual Mobility Workshop. She provided highlights on the workshop activities including respondent profiles, interactive lunch session, resource fair, and key presentations. Cathleen reported the workshop

received largely positive responses, and accepting suggestions for topics and resources for the next workshop.

#### **6. Begin Discussion of Use of Existing and Potential New Funding**

Cathleen Sullivan presented an overview of Measure B pass-through and gap grant funding scenarios with and without additional funds from the new Measure B1 on November's ballot. The presentation provided information regarding the schedule, funding distribution, implementation guidelines, and current gap grant funding activities. Cathleen stated recipients need to begin planning for anticipated Measure B funding changes.

Questions and feedback from TAC:

- If Measure B1 passes, will there be any pass-through funds that come for the current fiscal year? Matt Todd answered that in the past two measures, the collections have started in April. Assuming that will happen again, we would start distributing the revenue in June for April.
- Are recipients expected in their program plan to do an amendment to the existing fiscal year for anticipated Measure B1 funds, or would it be received for this current fiscal year? Matt answered that he did not think there would be an opportunity for an amendment in such a short frame.
- When are revenues reported so we can track it? There is always a lag between collection and distribution. Regarding updated projections, Matt answered that the Finance Director last year did not provide an update until she thought there would be a change to that projection.
- Gail Payne commented that City of Alameda will be in a bind if Measure B1 does not pass because they implemented a shuttle which will rely on the these revenues.
- Regarding the proposed Gap Policy, a member commented a one-year pilot is not enough time, since it takes six months to get through the community outreach; it makes more sense to do a two year pilot.
- Naomi noted that if Measure B1 does not pass, we will have to discuss alternative funding and project options instead of the primary focus on Mobility Management.
- How will we make a good decision about what programs to fund if an agency has limited resources to perform a cost-benefit analysis? Staff stated it is up to the recipient to evaluate their programs effectiveness, and we can provide general guidance if necessary.
- A member stated if Measure B1 passes it is important to plan programs for long-term sustainability should the funds not come again in future years.
- Will there be guidance in the application regarding sustainability in the Gap Grant application? Naomi answered it has been four years since they had done a call and will have to look at the material. The Gap Grant application will likely integrate applicable elements from the program plan application and evaluations.
- A member stated as a gap grant recipient they would use new Measure B1 dollars to fill any gaps, and roll the program into the base program. Any leftover funds may be used for more ride subsidies.

- A member suggested a prompting question about the use of potential funds can be placed into an outreach survey to receive consumer input on future projects such as a new shuttle bus that uses alternative fuel.
- Is there information available regarding public priorities and needs? Cathleen answered the Metropolitan Transportation Commission (MTC) is doing an updated coordinated plan that will be released this fall. In the meantime, there is the 2008 Service Analysis Study done by Richard Weiner which offers some good information.
- A member commented that having more flexibility with services helps more people use the services. It would be great to align our program with other services to give more options for users.
- A member recommended relooking at scholarship programs and the use of potential Measure B1 funds to pay for a voucher program or monthly pass program for ADA passengers on a fixed route system. Laura Timothy recommended they talk to VTA about the pros and cons on providing fixed route rides.
- A member stated it would be great to get most of the services under one vendor and have a range of services such as basic door-to-door service, and more premium services that provided cross county trips. This will make it easier for consumers if all vendors and services are in one place.

## **7. Technical Exchange**

### **A. Mobility Management**

None

### **B. Preparedness**

None

### **C. Ask a TAC Member**

None

### **D. Other Technical Exchange Items**

None

## **8. Information Items**

### **A. CWTP-TEP Status Update**

Measure B1 and TEP informational items are available at Alameda CTC. Contact Krystle Pasco for these materials or to schedule a presentation.

### **B. SRAC Update**

Laura Timothy gave a brief update on the past SRAC meeting. She reported new members were appointed and new results are available from the annual consumer survey.

### **C. PAPCO Update**

None

**D. TAC Committee Member Announcements**

Wilson Lee commented Union City will be filling a PAPCO vacancy this month.  
Laura Timothy commented that East bay Paratransit is going to be moving into a centralized dispatch.

**E. Alameda CTC Staff Report**

None

**F. Outreach**

Krystle Pasco reported on the following upcoming outreach events:

- 9/12/12 – Alameda County Public Health Department, Developmental Disabilities Planning and Advisory Council Meeting Presentation
- 9/19/12 – San Leandro Senior Community Center, San Leandro Senior Fair
- 9/15/12 – Eastmont Town Center, 5<sup>th</sup> Annual Health and Wellness Fair
- 10/6/12 – Dublin Senior Center, Dublin Senior Info Fair
- 10/14/12 – Berkeley, Sunday Street Event
- 10/25/12 – Alameda CTC Offices, North County Transportation Forum

**G. Other Staff Updates**

9/20/12 - Compliance Workshop will be held at the Alameda CTC offices and requires one person from every agency to be present.

**9. Draft Agenda Items for Next Meeting – October 9, 2012**

- A. Discuss use of new and existing funding
- B. Technical Exchange

**10. Adjournment**

The meeting adjourned at 11:29 a.m.

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## CURRENT PAPCO APPOINTMENTS

### Appointer

- AC Transit
- 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
- BART
- LAVTA
- City of Alameda (Pending)
- City of Albany (Pending)
- 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
- Union City Transit

### Member

- Hale Zukas
- Herb Hastings
- Michelle Rousey
- Sylvia Stadmire
- (Vacancy)
- Will Scott
- Sandra Johnson Simon
- Esther Waltz
- Harriette Saunders
- Jonah Markowitz
- Aydan Aysoy
- Shawn Costello
- Joyce Jacobson
- Sharon Powers
- Vanessa Proee
- Jane Lewis
- (Vacancy)
- Rev. Carolyn M. Orr
- Gaye Lenahan
- Carmen Rivera-Hendrickson
- (Vacancy)
- (Vacancy)
- Larry Bunn

If you have any questions, please contact Naomi at (510) 208-7469.

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