



Paratransit Technical Advisory Committee Meeting Agenda

Tuesday, November 13, 2012, 9:30 to 11:30 a.m.
1333 Broadway, Suite 300, Oakland, CA 94612

Meeting Outcomes:

- Discuss TEP election outcome
- Discuss amendments to Implementation Guidelines
- Discuss Gap Guidelines
- Technical Exchange

9:30 – 9:35 a.m. Naomi Armenta	1. Welcome and Introductions	
9:35 – 9:40 a.m. Public	2. Public Comment	
9:40 – 9:45 a.m. Staff	3. Review of October 09, 2012 Minutes <i>03_TAC_Meeting_Minutes_100912.pdf – Page 1</i>	
9:45 – 10:05 a.m. Staff	4. Discuss TEP election outcome	
10:05 – 10:25 a.m. Staff	5. Discuss amendments to Implementation Guidelines	
10:25 – 10:55 a.m. Staff	6. Discuss Gap Grant guidelines	
10:55 – 11:15 a.m. TAC	7. Technical Exchange A. Mobility Management B. Preparedness C. Ask a TAC Member D. Other Technical Exchange Items	

- 11:15 – 11:30 a.m. **8. Information Items** |
- PAPCO Chair A. SRAC Update
- TAC B. PAPCO Update
- Staff C. Alameda CTC Staff Report
08C PAPCO Appointments.pdf – Page 5
- D. Outreach
- TAC E. TAC Committee Member Announcements
- F. Other Staff Updates
- 9. Draft Agenda Items for Next Meeting** |
- A. Update on HDTS/WSBTS
- B. Discuss funding issues
- C. Discuss Gap Guidelines
- D. Community Based Transportation Provider
- E. Technical Exchange – Recurring items
- 11:30 a.m. **10. Adjournment** |

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

Next Joint PAPCO/TAC Meeting:

Date: November 26, 2012
Time: 1 to 4 p.m.
Location: Alameda CTC, 1333 Broadway, Suite 300, Oakland, CA 94612

Next TAC Meeting:

Date: December 11, 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	Naomi Armenta, Paratransit Coordinator (510) 208-7469 narmenta@alamedactc.org
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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.

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**Alameda CTC Paratransit Technical Advisory Committee Meeting Minutes
Tuesday, October 9, 2012, 9:30 a.m., 1333 Broadway, Suite 300, Oakland**

Attendance Key (A = Absent, P = Present)

Members:

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

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.	

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: Stephen Beard, Oakland MCPD; Vanessa Proee, PAPCO member; Alison Burnor, City of Emeryville

2. Public Comment

Vanessa Proee asked why is there air conditioning in the Fremont AC Transit buses and not on the Hayward AC Transit busses on hot days. Kim Huffman of AC Transit responded that all buses are equipped with air conditioning and a passenger can ask the driver to turn on or turn up the air conditioning to take care of the temperature on the bus.

3. Review September 11, 2012 Minutes

TAC members reviewed the meeting minutes from September 11, 2012 and by consensus approved them with a correction to add an "s" at the end of the last name of Jeff Weiss.

4. Discuss Use of Existing and Potential New Funding

Cathleen Sullivan presented an overview of the Measure B funding regarding Gap Grant Cycle 5, funding formula for new funds, use of new pass-through funding and process and next steps.

Questions and feedback from TAC:

- When planning particularly for a pilot project, or any other program that may be in existence of another area, they should also have targets to help them along.
- What is happening with the Minimum Service Level (MSL) grant? Cathleen Sullivan answered that it has been replaced by the implementation Guidelines assistance.
- ~~Will~~ Will the Implementation Guidelines assistance application be separate from the gap process? Cathleen answered no, if it applies it will be part of the gap process. Gap and program plan applications are being aligned beginning this year.
- Are we going to get accurate distribution estimates of the pass-through dollars by the March 1st program plan application date? Matt Todd answered that revenues could change but we will put out a projection that you should use.
- What is the purpose of the “Rainy Day Fund”, and what program areas are eligible to use that money? Naomi Armenta answered that it was put in as part of the policy because it was used in the past, but won’t be in the application unless the economic situation warrants it.
- Is there a need for Gap if Measure B1 passes? What is the reasoning for Gap? Is it for pilot projects to try things? Cathleen Sullivan answered that the reason it was redefined was to focus on mobility management and the one-time expenses like grant matching. The goal would be to have an opportunity to redefine gap filling, and not have it be another pot for city based funding. The one year pilot is planned in case there is a need for money in the future for one city based project of some sort.
- What are the travel training metrics? What is the true outreach? Did not see it on criteria. Cathleen noted that the APTA paper does give some guidance on that. Staff will look into appropriate metrics.
- The American Community Services (ACS) data is updated annually, how regularly is the other census information going to be updated? Cathleen Sullivan answered the funding formula was approved for five years and we will be using age census data through 2017. Thereafter, we can consider ACS data if it becomes a better data source by 2017.
- Are we required to submit a program plan amendment? Naomi Armenta answered no. She stated that if there is new funding, the program fund does not have to include all the funding and do not have to submit an amendment for mid-year.
- If Measure B1 passes, when will the distribution of funds start? Matt Todd answered collection would begin April 1, 2013 and distribution would begin in June 2013..
- Will the projection for next fiscal year on February 1st, include an estimate of total funds if Measure B1 passes? Naomi Armenta answered yes.

5. Technical Exchange**A. Mobility Management**

None

B. Preparedness

None

C. Ask a TAC Member

None

D. Other Technical Exchange Items

None

6. Information Items**A. 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

None

C. PAPCO Update

PAPCO will discuss Measure B Funding on their October 22nd meeting.

D. TAC Committee Member Announcements

None

E. Alameda CTC Staff Report

None

F. Outreach

Krystle Pasco reported on the following upcoming outreach events:

- 10/14/12 – Berkeley, Sunday Street Event
- 10/14/12 – Meals for Wheels
- 10/23/12 – Newark, Senior Health Fair
- 10/23/12 – Oakland, Older Adult Senior Transportation Fair
- 10/25/12 – Alameda CTC Offices, North County Transportation Forum
- 10/28/12 – Oakland, Dia De Los Muertos

G. Other Staff Updates

Naomi Armenta informed TAC that Access Alameda books have been ordered with an update. TAC requested that addresses for applications be added to the booklet.

9. Draft Agenda Items for Next Meeting – November 13, 2012

- 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/WSBTS
- F. Technical Exchange – Recurring items

10. Adjournment

The meeting adjourned at 11:29 a.m.

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
- 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)
- Suzanne Ortt
- Larry Bunn

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

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