



Paratransit Technical Advisory Committee Meeting Agenda Tuesday, January 11, 2022, 9:30 a.m.

Pursuant to AB 361 and the findings made by the Commission governing its meetings and the meetings of its Committees in light of the current statewide State of Emergency, the Commission and its Committees will not be convening at Alameda CTC's Commission Room but will instead convene remote meetings.

Members of the public wishing to submit a public comment may do so by emailing Angie Ayers at aayers@alamedactc.org. Public comments received by 5:00 p.m. the day before the scheduled meeting will be distributed to Commissioners or Committee members before the meeting and posted on Alameda CTC's website; comments submitted after that time will be distributed to Commissioners or Committee members and posted as soon as possible. Submitted comments will be read aloud to the Commission or Committee and those listening telephonically or electronically; if the comments are more than three minutes in length the comments will be summarized. Members of the public may also make comments during the meeting by using Zoom's "Raise Hand" feature on their phone, tablet or other device during the relevant agenda item, and waiting to be recognized by the Chair. If calling into the meeting from a telephone, you can use "Star (*) 9" to raise/ lower your hand. Comments will generally be limited to three minutes in length, or as specified by the Chair.

Staff [Krystle Pasco](#)

Clerk: [Angie Ayers](#)

Liaison:

Location Information:

Virtual Meeting Information: <https://us06web.zoom.us/j/81594592876?pwd=U2VzZ2orSGFwcEhpZWxUZmlCalhXUT09>
Webinar ID: 815 9459 2876
Password: 503918

For Public Access **(669) 900-6833**
Webinar ID: 815 9459 2876
Password: 503918
Dial-in Information:

To request accommodation or assistance to participate in this meeting, please contact Angie Ayers, at least 48 hours prior to the meeting date at:

aayers@alamedactc.org

Meeting Agenda

1. Call to Order/Roll Call

2. Public Comment

3. Administration

Page/Action

- 3.1. [Review the September 14, 2021 ParaTAC Meeting Minutes](#) 1 |
- 3.2. [Receive the FY 2021-22 ParaTAC Meeting Calendar](#) 5 |
- 3.3. [Receive the PAPCO Roster](#) 7 |

4. Paratransit Programs and Projects

- 4.1. [Receive Paratransit Direct Local Distribution \(DLD\) Projections for FY 2022-23](#) 9 |
- 4.2. [FY 2022-23 Program Plan Review Application Update](#) 15 |
- 4.3. COVID-19 Impacts on Programs Update (Verbal) |
- 4.4. Transportation Network Companies (TNCs) Partnership Update (Verbal) |
- 4.5. Mobility Management Update (Verbal) |
- 4.6. Emergency Preparedness Update (Verbal) |
- 4.7. Exchange Technical Information (Verbal) |

5. Committee and Transit Reports

- 5.1. PAPCO Update (Verbal) |
- 5.2. ADA and Transit Advisory Committees Update (Verbal) |

6. Member Reports

7. Staff Reports

8. Adjournment

Next PAPCO Meeting: Monday, January 24, 2022

Next ParaTAC Meeting: Tuesday, March 8, 2022

Notes:

- All items on the agenda are subject to action and/or change by the Committee.
- To comment on an item not on the agenda (3-minute limit), submit a speaker card to the clerk.
- Call 510.208.7450 (Voice) or 1.800.855.7100 (TTY) five days in advance to request a sign-language interpreter.
- If information is needed in another language, contact 510.208.7400. Hard copies available only by request.
- Call 510.208.7400 48 hours in advance to request accommodation or assistance at this meeting.
- Meeting agendas and staff reports are available on the [website calendar](#).
- Alameda CTC is located near 12th St. Oakland City Center BART station and AC Transit bus lines. [Directions and parking information](#) are available online.



Alameda CTC Schedule of Upcoming Meetings January and February 2022

Commission Chair

Mayor Pauline Russo Cutter
City of San Leandro

Commission Vice Chair

Mayor John Bauters
City of Emeryville

AC Transit

Board President Elsa Ortiz

Alameda County

Supervisor David Haubert, District 1
Supervisor Richard Valle, District 2
Supervisor Dave Brown, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

BART

President Rebecca Saltzman

City of Alameda

Mayor Marilyn Ezzy Ashcraft

City of Albany

Councilmember Rochelle Nason

City of Berkeley

Councilmember Lori Droste

City of Dublin

Mayor Melissa Hernandez

City of Fremont

Mayor Lily Mei

City of Hayward

Mayor Barbara Halliday

City of Livermore

Mayor Bob Woerner

City of Newark

Councilmember Luis Freitas

City of Oakland

Councilmember At-Large
Rebecca Kaplan
Councilmember Sheng Thao

City of Piedmont

Vice Mayor Jen Cavanaugh

City of Pleasanton

Mayor Karla Brown

City of Union City

Mayor Carol Dutra-Vernaci

Executive Director

Tess Lengyel

Commission and Committee Meetings

Time	Description	Date
2:00 p.m.	Alameda CTC Commission Meeting	January 27, 2022 February 24, 2022
9:00 a.m.	I-680 Sunol Smart Carpool Lane JPA (I-680 JPA)	February 14, 2022
10:00 a.m.	Programs and Projects Committee (PPC)	
11:30 a.m.	Planning, Policy and Legislation Committee (PPLC)	

Advisory Committee Meetings

5:30 p.m.	Bicycle and Pedestrian Advisory Committee (BPAC)	January 20, 2022
1:30 p.m.	Paratransit Advisory and Planning Committee (PAPCO)	January 24, 2022
1:30 p.m.	Alameda County Technical Advisory Committee (ACTAC)	February 10, 2022

Pursuant to AB 361 and the findings made by the Commission governing its meetings and the meetings of its Committees in light of the current statewide State of Emergency, the Commission and its Committees will not be convening at Alameda CTC's Commission Room but will instead convene remote meetings.

Meeting materials, directions and parking information are all available on the [Alameda CTC website](http://www.AlamedaCTC.org). Meetings subject to change.



1. Call to Order and Roll Call

Krystle Pasco called the meeting to order. All members were present with the exception of Jay Ingram, Kat Kaldis, Hakeim McGee, Laura Timothy, and David Zehnder.

Ms. Pasco provided instructions to the Committee regarding the Zoom technology procedures, including instructions on administering public comments during the meeting.

2. Public Comment

Chonita Chew, United Seniors of Alameda County (USOAC), announced that the Healthy Living Festival is scheduled for September 30, 2021, at the Oakland Zoo.

3. Administration

3.1. Review the March 9, 2021 ParaTAC Meeting Minutes

Committee members received the March 9, 2021 minutes.

3.2. Receive the FY 2021-22 ParaTAC Meeting Calendar

Ms. Pasco informed the Committee that the next ParaTAC meeting is scheduled for January 11, 2022.

3.3. Receive the PAPCO Roster

The PAPCO roster was provided in the agenda packet for review purposes.

4. Paratransit Programs and Projects

4.1. Review Implementation Guidelines and Performance Measures Update

Krystle Pasco provided an update on this item. Ms. Pasco stated that the Implementation Guidelines for the Special Transportation

for Seniors and People with Disabilities (Paratransit) Program are periodically reviewed and updated. The ParaTAC members are requested to review and provide input on the revised Implementation Guidelines and Performance Measures for the Paratransit Program for FY 2022-23. PAPCO will review these at their October meeting. Ms. Pasco summarized all the proposed revisions and asked for feedback from ParaTAC members.

Shawn Fong commented that under the Same Day Transportation Services guidelines it notes that service should be available 24 hours a day, seven days a week. She noted that this is not currently feasible and drivers are unavailable 24 hours a day.

Ms. Lee noted that Hayward's Same Day Transportation services are not typically accessible. They are trying to mirror the program parameters regarding service area and service times for their wheelchair accessible van service.

Discussion about modifying the language in the Implementation Guidelines for similar services and programs occurred.

4.2. City Application Update

Naomi Armenta provided an update on this item and asked for feedback from the ParaTAC Members. Ms. Armenta stated that the discussion follows up on consistency issues between the print and online applications identified by the Committee. The paratransit team discussed revision efforts to the application to improve and standardize data-gathering methods. Ms. Armenta noted that Nelson\Nygaard has a Diversity, Equity and Inclusion Director working with the paratransit team as an advisor around the equity discussion.

4.3. COVID-19 Impacts on Programs Update

Krystle Pasco requested updates from the Committee on the impact that COVID-19 is having on their programs.

Fremont, Hayward, and Pleasanton shared that their group trips and travel training services are suspended. They have tried Zoom presentations for the training; however, it has been unsuccessful due to low participation.

4.4. Transportation Network Companies (TNCs) Partnership Update

Krystle Pasco requested the Committee to share information/updates on their TNC partnerships.

Berkeley, Fremont, and San Leandro shared that they are continuing to work with GoGo Grandparent.

4.5. Mobility Management Update

Krystle Pasco asked the Committee for updates on mobility management and coordination. Ms. Armenta stated that a Transit Cooperative Research Program (TCRP) Report on maintaining paratransit service during a pandemic is in progress. The TCRP report will also contain general emergency preparedness information.

4.6. Emergency Preparedness Update

Krystle Pasco asked the Committee for updates on emergency preparedness. No updates were shared.

4.7. Exchange Technical Information

Krystle Pasco stated that this item is an opportunity to share expertise or ask questions of fellow ParaTAC members.

Carol Lee asked the Committee if their agencies have a requirement regarding the age or mileage caps on their accessible vehicles. Ms. Armenta shared that there are transit guidelines, 5310 parameters for mileage/vehicle age, and when appropriate, for a replacement vehicle.

Steve Adams said that it's typically seven years or 100,000 miles to replace a vehicle.

5. Committee and Transit Reports

5.1. PAPCO Update

Krystle Pasco stated that the next PAPCO meeting is scheduled for October 25, 2021.

5.2. ADA and Transit Advisory Committee Updates (Verbal)

Kim Ridgeway informed the Committee that the AC Transit Accessibility Advisory Committee met on September 14, 2021, at 1 p.m. via Zoom. The next East Bay Paratransit Service Review Advisory Committee (SRAC) meeting is scheduled for October 5, 2021.

6. Member Reports

There were no member reports.

7. Staff Reports

Naomi Armenta noted that the paratransit team is seeking topics for the next Joint PAPCO and ParaTAC meeting. Ms. Pasco encouraged the Committee to email topics of interest to the paratransit team.

Krystle Pasco stated that staff is reviewing PAPCO appointments because some members have not attended meetings for a long time. She informed the Committee that staff will reach out to ParaTAC as well.

8. Adjournment

The meeting adjourned at 11:10 a.m. The next PAPCO meeting is scheduled for October 25, 2021. The next ParaTAC Meeting is scheduled for January 11, 2022.



FY 2021-22 Paratransit Technical Advisory Committee (ParaTAC) Meeting Calendar 3.2

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

ParaTAC meetings occur on the second Tuesday of the month from 9:30-11:30 a.m. on an as needed basis based on the Paratransit Program’s annual work plan and other program needs. Joint PAPCO and ParaTAC meetings occur on the fourth Monday of the month from 1:30-3:00 p.m. Meetings are held at the Alameda CTC offices in downtown Oakland; however, during the pandemic, meetings are conducted via Zoom. Note that meetings and items on this calendar are subject to change; refer to www.AlamedaCTC.org for up-to-date information.

Categories	September 14, 2021 ParaTAC Meeting	January 11, 2022 ParaTAC Meeting	February 28, 2022 Joint Meeting	March 8, 2022 ParaTAC Meeting	April 25-26, 2022 Subcommittees
Planning and Policy	<ul style="list-style-type: none"> Review Implementation Guidelines and Performance Measures Update Receive Update on Covid-19 Impacts on Programs TNC Partnership Update 	<ul style="list-style-type: none"> Receive FY 2022-23 Paratransit Direct Local Distribution (DLD) Projections Receive FY 2022-23 Program Plan Application Update Receive Update on Covid-19 Impacts on Programs TNC Partnership Update 	<ul style="list-style-type: none"> Topic: TBD 	<ul style="list-style-type: none"> Receive Update on Covid-19 Impacts on Programs TNC Partnership Update 	<ul style="list-style-type: none"> Paratransit Program Plan Review Subcommittees
Committee Development	<ul style="list-style-type: none"> Review FY 2021-22 Meeting Calendar Mobility Management Update Emergency Preparedness Update Technical Exchange 	<ul style="list-style-type: none"> Mobility Management Update Emergency Preparedness Update Technical Exchange 		<ul style="list-style-type: none"> Mobility Management Update Emergency Preparedness Update Technical Exchange 	
Outreach and Information	<ul style="list-style-type: none"> Ongoing Update City Application Update 	<ul style="list-style-type: none"> Ongoing Update 		<ul style="list-style-type: none"> Ongoing Update Access Alameda Website Usage and Webform Update 	

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**Alameda County Transportation Commission
Paratransit Advisory and Planning Committee
Member Roster - Fiscal Year 2021-2022**

	Title	Last	First	City	Appointed By	Term Began	Re apptmt.	Term Expires
1	Ms.	Stadmire, Chair	Sylvia J.	Oakland	Alameda County Board of Supervisors, District 3	Sep-07	Jul-19	Jul-21
2	Ms.	Johnson, Vice Chair	Sandra	San Leandro	Alameda County Board of Supervisors, District 4	Sep-10	Jul-19	Jul-21
3	Mr.	Barranti	Kevin	Fremont	City of Fremont	Feb-16		Feb-18
4	Mr.	Bunn	Larry	Union City	Union City Transit	Jun-06	Feb-19	Feb-21
5	Mr.	Coomber	Robert	Livermore	City of Livermore	May-17	May-19	May-21
6	Mr.	Costello	Shawn	Dublin	City of Dublin	Sep-08	Jun-16	Jun-18
7	Mr.	Hastings	Herb	Dublin	Alameda County Board of Supervisors, District 1	Mar-07	Oct-18	Oct-20
8	Mr.	Lewis	Anthony	Alameda	City of Alameda	Jul-18		Jul-20
9	Rev.	Orr	Carolyn M.	Oakland	City of Oakland	Oct-05	Jan-14	Jan-16
10	Ms.	Rivera-Hendrickson	Carmen	Pleasanton	City of Pleasanton	Sep-09	Apr-19	Apr-21
11	Ms.	Ross	Christine	Hayward	Alameda County Board of Supervisors, District 2	Oct-17	Dec-19	Dec-21

	Title	Last	First	City	Appointed By	Term Began	Re apptmt.	Term Expires
12	Ms.	Rousey	Michelle	Oakland	BART	May-10	Jan-16	Jan-18
13	Mr.	Scott	Will	Berkeley	Alameda County Board of Supervisors, District 5	Mar-10	Jun-16	Jun-18
14	Ms.	Smith	Linda	Berkeley	City of Berkeley	Apr-16		Apr-18
15	Mr.	Suter	John	Emeryville	City of Emeryville	May-21		May-23
16	Ms.	Tamura	Cimberly	San Leandro	City of San Leandro	Dec-15	Mar-19	Mar-21
17	Ms.	Waltz	Esther Ann	Livermore	LAVTA	Feb-11	Jun-16	Jun-18
18	Mr.	Zukas	Hale	Berkeley	A. C. Transit	Aug-02	Feb-16	Feb-18
19		Vacancy			City of Albany			
20		Vacancy			City of Hayward			
21		Vacancy			City of Newark			
22		Vacancy			City of Piedmont			
23		Vacancy			City of Union City			



DATE: January 5, 2022

TO: Paratransit Advisory Planning Committee

FROM: Krystle Pasco, Associate Program Analyst

SUBJECT: Paratransit Direct Local Distribution (DLD) Projections for FY 2022-23

Recommendation

Receive paratransit Direct Local Distribution (DLD) projections for FY 2022-23.

Summary

On January 11, 2022, ParaTAC will receive draft paratransit DLD projections for FY 2022-23.

Background

Planning Areas

The Alameda CTC divides the County into four planning areas:

- *North County* – the cities of Albany, Alameda, Berkeley, Emeryville, Oakland, and Piedmont
- *Central County* – the cities of Hayward and San Leandro and unincorporated areas
- *South County* – the cities of Fremont, Union City, and Newark, as well as Union City Transit

- *East County* – the cities of Livermore, Dublin, Pleasanton, and unincorporated areas, and LAVTA

Measure BB paratransit DLD funding is split by planning area as directed in the sales tax expenditure plans and within each planning area to each city by a formula adopted by PAPCO. The details for how funding is distributed is described below.

Measure BB Planning Area Funding Distribution

ParaTAC members should note that the 2000 Measure B funding will sunset in spring 2022 and the 2014 Measure BB funding will double from 0.5% to 1% beginning April 1, 2022. Measure BB will be expanded to bring in 1% of transportation sales tax funding following the process described below. Per Alameda CTC's 2014 TEP, 10% of Measure BB funds are allocated to affordable transit for seniors and people with disabilities, as follows:

- 6% allocated to East Bay Paratransit Consortium
- 3% allocated to cities and local transit operators
- 1% allocated for service gaps and coordination

The 2014 TEP also specifies that the 3% allocated to cities and local transit operators will be distributed to each of the four planning areas based on the percentage of the population over age 70.

Measure BB Planning Area Funding Distribution

Measure BB specifies that PAPCO develops, and the Alameda CTC Commission adopts, a funding formula to allocate funding within each planning area to the individual agency recipients. Funds from a planning area may not be transferred to another area.

In establishing the funding formula, PAPCO and ParaTAC took three areas into account that impact a community's need for accessible transportation: age, disability, and income. The formula includes the following factors to measure these areas of concern: population over 70, population with a disability, and low-income population. The source for all data is the American Community Survey (ACS) which was deemed to

be most accurate. In acknowledgement that many older seniors do not identify themselves as disabled, and therefore may not be captured by ACS data, PAPCO adopted a formula that weights seniors over the age of 80 more heavily (multiplied by 1.5).

In January 2017, PAPCO took action to extend the funding formula for the same length of time as the Master Program Funding Agreements, through 2027, with annual updates of ACS data. The table below shows the factors included in the current funding formula for Measure BB funds.

Factor	Description	Data Source
Age	Population estimates of seniors age 70-79	2019 American Community Survey (ACS)
Disability	Population estimates of seniors age 80+ multiplied by 1.5 to approximate the population of people with disabilities who may not identify as disabled	2019 ACS
Disability	Population estimates of people with a disability	2019 ACS
Income	Estimates of low-income households earning 30% of the Area Median Income, currently <\$20,000 per year	2019 ACS

FY 2022-23 Projections

The draft paratransit DLD projections for all recipients for FY 2022-23 is available for reviewing in Attachment 4.1A. These projections are based on the current formula and the current Alameda CTC funding projection. ParaTAC members should note that during FY 2021-22, the 2000 Measure B funding will sunset at the end of March 2022 and the 2014 Measure BB funding will double beginning April 1, 2022.

Committee members should also note that the funding projection is a draft and could change when updated projections are made available

for FY 2022-23. Updated projections can be found on the Alameda CTC website: <https://www.alamedactc.org/funding/directlocal-prog-dist-pay/>. These projections should be used by ParaTAC in preparing the FY 2022-23 Program Plans, which will be due in late February.

Fiscal Impact: There is no net fiscal impact.

Attachments

A. FY 2022-23 Paratransit Direct Local Distribution (DLD) Projections

**FY 2022-23 Measure BB Projection
December 2021 (Preliminary)¹
Paratransit Direct Local Distribution Funding²**

Recipient	Measure BB	
Alameda	\$	430,945.64
Albany	\$	77,670.82
Berkeley	\$	674,962.93
Emeryville	\$	69,521.53
Fremont	\$	1,324,020.65
Hayward³	\$	1,720,099.63
LAVTA⁴	\$	803,168.14
Newark	\$	274,568.54
Oakland⁵	\$	2,646,057.64
Pleasanton	\$	542,099.30
San Leandro	\$	575,900.45
Union City	\$	483,784.74
East Bay Paratransit	\$	19,245,600.00
<i>AC Transit District</i>	\$	14,434,200.00
<i>BART</i>	\$	4,811,400.00
Total	\$	28,868,400.01

Notes:

1. These projections are a draft based on current revenue projections.
2. Projections are based on the current formula which expires in June 2027.
3. Hayward's projection include the unincorporated areas of Central Alameda County.
4. LAVTA's projection include Dublin and Livermore.
5. Oakland's projection include Piedmont.

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DATE: January 5, 2022

TO: Paratransit Technical Advisory Committee

FROM: Krystle Pasco, Associate Program Analyst

SUBJECT: FY 2022-23 Paratransit Program Plan Review

Recommendation

ParaTAC members will review the Fiscal Year (FY) 2022-23 Paratransit Program Plan Review application form and tables at their January meeting. The Committee will have an opportunity to learn about changes made to the form and tables and ask questions.

Summary

Annual program plan applications for Alameda CTC Paratransit Direct Local Distribution (DLD) funds for FY 2022-23 are due at the end of February 2022. At the ParaTAC meeting on January 11, 2022, staff will provide an overview of the program plan forms, the changes to the forms since the last fiscal year, and answer any questions Committee members may have. The PAPCO Program Plan Review Subcommittees are currently scheduled for April 2022. More details on the process and timeline will be provided.

Background

The 2014 Measure BB TEP allocates 10% of net revenues for transportation for seniors and people with disabilities. Approximately 9% of net revenues from the TEP is distributed to agencies on a monthly basis as Direct Local Distribution (DLD) funding for ADA-mandated

services and City-based paratransit programs. The remaining funding is distributed on a discretionary basis through the Alameda CTC's Comprehensive Investment Plan.

Each year, agencies that receive Measure BB DLD funds for paratransit are required to submit a program plan and budget based on an estimate of annual sales tax revenue for the forthcoming fiscal year provided by Alameda CTC. The Alameda CTC's Paratransit Advisory and Planning Committee (PAPCO) convenes a Subcommittee to review submitted program plans and provide feedback to these agencies. The intent of the program plan review process is to ensure implementation of high quality and area-appropriate services throughout Alameda County and to encourage coordination, cost effectiveness, and consumer involvement.

Program Plan Review Schedule

Date	Activity
January 24, 2022	Program Plan application forms, including Draft Implementation Guidelines and Performance Measures, revenue projections, and timely use of funds policy, available on the web: https://www.alamedactc.org/programs-projects/senior-disabled-transport/ .
January 24, 2022	PAPCO Meeting – approve Draft Implementation Guidelines and Performance Measures
February 28, 2022	Program Plan applications due
April 25-26, 2022	Program Plan Review Subcommittees
June 27, 2022	PAPCO Meeting – approve Subcommittee recommendations

In light of continuing COVID-19 safety issues, staff plans the following process for program plan review for spring 2022.

- Presume all meetings will continue to be virtual for the remainder of FY 2021-22.
- Subcommittees will be held virtually and in panels by planning area, as in previous years.
- Programs will be required to submit and present a short PowerPoint to a subcommittee and answer questions.

Changes to Application Forms

Minor edits were made to the application forms to update dates and reflect name changes. A few more substantial changes were made to reflect the challenges and shifting priorities identified in 2020 and 2021. These include COVID-19, a greater focus on emergency preparedness, and an increased focus on equity. Data may not be available for certain questions (e.g. demographics) but it is hoped that this information can be collected in the future. Additional changes to the application forms will be discussed at the January ParaTAC meeting.

Fiscal Impact: Upon approval by PAPCO in June, the programming of Measure BB paratransit DLD funds will be presented to the Commission in 2022. The funds will also be included in the agency's FY 2022-23 budget.

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