



**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL MEETING
STANCOG BOARD ROOM
1111 I STREET, SUITE 308
MODESTO, CA
FEBRUARY 2, 2010
8:30 AM**

California Brown Act Requires:

This Agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans With Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Cindy Malekos at (209) 525-4600 during regular business hours, at least twenty-four hours prior to the time of the meeting.

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the StanCOG Policy Board shall be in English and anyone wishing to address the Board is advised to have an interpreter or give StanCOG a 48 hour notice so that StanCOG can provide an interpreter from any language not English into the English language.

PUBLIC COMMENTS

Matters not on the posted agenda may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Committee for consideration. However, California law prohibits taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Committee. Any member of the public wishing to address the Committee will be limited to five minutes or the discretion of the Chair.

Questions: Contact Cindy Malekos at (209) 525-4600.

AGENDA

1. CALL TO ORDER

2. PUBLIC COMMENTS

The public may comment on each item on the agenda as it arises.

3. DISCUSSION/ACTION ITEMS

A. Motion to Approve SSTAC's Committee Meeting Minutes of 1-5-2010

B. Motion to Approve FY 2010/11 LTF Budget of \$90,000 – \$100,000 for CTSA

C. Discussion of FY 2010/11 Unmet Transit Needs – Second Public Hearing

4. TRANSIT MANAGER'S REPORT

5. COMMENTS FROM COUNCIL MEMBERS

6. EXECUTIVE DIRECTOR'S REPORT

7. ADJOURN

Next Regularly Scheduled SSTAC Meeting:

**MARCH 2, 2010 (TUESDAY) @ 8:30 AM
STANCOG BOARD ROOM
1111 I STREET, SUITE 308
MODESTO, CA**



City of Ceres • City of Hughson • City of Modesto • City of Newman • City of Oakdale • City of Patterson
City of Riverbank • City of Turlock • City of Waterford • County of Stanislaus

**SOCIAL SERVICES TRANSPORTATION ADVISORY
COUNCIL (SSTAC) MEETING
StanCOG Board Room
1111 I Street, Suite 308
Modesto, California**

Minutes of January 5, 2010

MEMBERS PRESENT: Tom Truax (DMC Foundation); Greg Gaudio (Alliance WorkNet); Simona Rios (Catholic Charities); Misty Ridenour (Howard Training Center); Bertha Burrell-Greene (Commission on Aging); Margie Palomino (Dept. of Aging & Veterans Services); Terry Plett (DRAIL); Sandra Williams (StanWORKS)

ALSO PRESENT: Brad Christian (Stanislaus County); Kay Dunkel (City of Ceres); Scott Medeiros (City of Turlock); Fred Cavanah, Bill Latham (City of Modesto); Donna Bridges (City of Riverbank); Janet Jaramillo (CalTrans); Vince Harris, Rosa Park, Debbie Molloy, Robin Whitehead

1. CALL TO ORDER

Chairman Tom Truax called the meeting to order at 8:35 A.M.

A sign-in sheet was circulated

2. PUBLIC COMMENTS

No Public Comment.

Member Greg Gaudio wanted to comment to Vince Harris, Rosa Park, and the SSTAC Group that he was very impressed on how well everything was handled over the last month. Member Terry Plett also agreed that all was handled very well in December.

3. DISCUSSION/ACTION ITEMS

A. Motion to Approve SSTAC's Committee Meeting Revised Minutes of 11-12-2009

By Motion (Greg Gaudio/ Misty Ridenour), and unanimous vote, the Council approved the revised minutes of 11-12-2009.

B. Motion to Approve SSTAC's Committee Meeting Minutes of 12-10-2009

By Motion (Simona Rios/Terry Plett), and unanimous vote, the Council approved the minutes of 12-10-2009.

C. Motion to Approve SSTAC's Special Committee Meeting Minutes of 12-16-2009

By Motion (Terry Plett/Simona Rios), and unanimous vote, the Council approved the Special Meeting Minutes of 12-16-2009.

D. Motion to Approve FY 2009/10 Unmet Transit Needs Identification and Analysis Report

Vince Harris commented that based on the Special Meeting that was held, changes have been made to the Unmet Needs Identification and Analysis Report and the staff report that were discussed at that meeting. The report will again be brought in front of all the standing committees for comment. Those comments, if any, will be noted in the staff report under the action section that will go before the Policy Board. Rosa Park commented that an Executive Summary was added to the report as well as the Policy Board member listing.

Terry Plett asked if the Stanislaus County staff has seen the revised document. Vince Harris answered by telling members that he will have seen the packet through the Management & Finance Committee Agenda packet.

By Motion (Greg Gaudio/Simona Rios), and unanimous vote, the Council approved the FY 2009/10 Unmet Transit Needs Identification and Analysis Report.

E. Discussion of RFP/CTSA for "Specialized Transportation Service"

Vince Harris briefly went over the revised schedule on selecting a CTSA that was handed out to members. Vince Harris mentioned that it is important to have a group that is willing to work with StanCOG on the selection. Vince also mentioned that some entities may have an interest in submitting an RFP and if so, they would need to step down from the selection so as to not create a conflict of interest. Vince asked all members to please let him know as soon as possible if there would be any interest of members submitting an RFP.

Vince commented that a subcommittee would need to be created as soon as possible including those members within SSTAC that are eligible. Rosa Park asked members who would be interested in responding to the RFP as well as asking Brad Christian and Fred Cavanah to be a part of this committee. Both Brad and Fred commented that they would be willing to participate on the committee. Fred Cavanah did say he felt the schedule was too aggressive. Brad Christian asked if being able to begin the process is contingent on LTF funds. Vince Harris discussed looking beyond LTF for different funding for the CTSA. He mentioned that LTF is just one source and that the group should still go forward with the process for CTSA selection and how it is funded is decided at a later date.

Chairman Truax commented that this would be an opportunity to partner with the public and private sector to help fund the CTSA. Vince Harris reiterated that he feels it is important that LTF should fund a portion of the CTSA.

F. Motion to Approve TTAC and Subcommittee for the Development of RFP/CTSA

Discussion took place in Item E.

By Motion (Terry Plett/Greg Gaudio) to move forward with process authorizing staff to contact, set up and appoint the TTAC and develop the Subcommittee for the Development of RFP/CTSA.

Rosa Park mentioned those she would be contacting: Brad Christian, Terry Plett, Fred Cavanah, Misty Ridenour, Greg Gaudio, and Mickey Peabody. Vince Harris then commented that once the list of possible TTAC members is created, the list will then be brought back to the SSTAC.

Members Tom Truax and Simona Rios abstained from voting.

G. Discussion of FY 2010/11 Unmet Transit Needs – Initial Public Hearing

Rosa Park mentioned that there will be a public hearing at the January Policy Board meeting for the FY 2010/11 Unmet Transit Needs. Discussion took place amongst members on how to get this information out to the public.

4. TRANSIT MANAGER’S REPORTS

Brad Christian (Stanislaus County) reported that the County will be awarding the trip planner contract and hoping to have the Google Transit system up and running in spring. He also mentioned that the county is moving forward with the electronic fare boxes on buses and hope to have that this fall.

Donna Bridges (ROTA) reported that changes are being made to their budget. All of the finances will be handled through the City of Riverbank instead of through City of Oakdale. ROTA will surplus some buses and cut budget in order to meet the 10% fare box.

Kay Dunkel (City of Ceres) reported that ridership continues to drop. Fare box ratio from July to November is a little above 10%. CAT dropped more than Dial A Ride, so the city may need to reduce some of the CAT service hours.

Fred Cavanah (City of Modesto) reported that the city received 7 new buses just before the end of December. The city hopes to have the new buses out in February. Ridership is down and fare revenue down considerably. Still working on the new route to serve the Gregori High School and the Modesto Institute of Technology located on Stoddard Road. The city will be receiving a CMAQ grant which will fund the first two to three to years of operation. The city is in the process of finalizing the design of the new maintenance facility and hoping construction to begin midyear.

Scott Medeiros (City of Turlock) reported that ridership is down. The city is finishing up the design on two new 35’ transit coaches. Beginning the design on the new Transit Hub.

Bill Latham (City of Modesto) added to Fred Cavanah’s report and mentioned the advertising on buses and how well it ran.

Janet Jaramillo (CalTrans) reported that headquarters will be sending out staff to the districts regarding ARRA projects to be sure they are prepared for the auditors that will be visiting each district beginning in February.

5. EXECUTIVE DIRECTOR’S REPORT

Vince Harris thanked the group for their hard work in supporting staff and asked that they continue to give staff comments.

Vince Harris provided an update California High Speed Rail.

6. ADJOURNMENT

Chairman Truax adjourned the meeting at 9:45 A.M.

Next Scheduled Meeting:

Tuesday, February 2, 2010 @ 8:30 A.M.

StanCOG Board Room

1111 I Street, Suite 308

Modesto, CA

Signed  _____
Minutes prepared by Debbie Molloy, Administrative Technician



City of Ceres • City of Hughson • City of Modesto • City of Newman • City of Oakdale • City of Patterson
City of Riverbank • City of Turlock • City of Waterford • County of Stanislaus

TO: Social Services Transportation Advisory Council (SSTAC) **Staff Report Motion**

THROUGH: Vince Harris, Executive Director *VH*

FROM: Rosa De León Park, Transit Planner *RDP*

DATE: January 22, 2010

SUBJECT: Recommend to Approve Fiscal Year 2010/11 Local Transportation Funds (LTF) Budget of \$100,000 for Consolidated Transportation Services Agency (CTSA)

Recommendation

By Motion:

Recommend that the StanCOG Policy Board approve Fiscal Year 2010/11 Local Transportation Funds (LTF) Budget of \$100,000 for a Consolidated Transportation Services Agency (CTSA).

Background

During the Fiscal Year 2009/10 of the Unmet Transit Needs Report, the analysis found in the “Stanislaus County Transit Need Assessment Recommendation and Implementation Plan” is an unmet need that is reasonable to meet. The recommendation to provide a “Specialized Transportation Service” in Stanislaus County is identified as “reasonable to meet” as determined by the performance and financial standards stated on the StanCOG Policy Board adopted Unmet Transit Needs definition as a **Lifeline Service: A Service necessary to access community services within Stanislaus County that are needed to sustain an individual’s physical and mental health.*

StanCOG staff has been working diligently with SSTAC members and Transit Operators with evaluating various specialized transportation services within the State. At the January 5, 2010 SSTAC members appointed an independent subcommittee to work with staff in developing and reviewing a Request for Proposal for the “Specialized Transportation Service” and implementation of the CTSA. The SSTAC subcommittee is composed of representatives from SSTAC, Transit Operators, Citizens, and Staff who will review work scope, performance measures, budget concepts for the development and implementation of the new “Specialized Transportation Service”. An updated proposed schedule for the RFP and implementation of a CTSA is attached (see Exhibit A).

Discussion

StanCOG would be required under the California Government Code Section 15975, the implementation of a Consolidated Transportation Service Agency (CTSA) to serve the Stanislaus region with a “Specialized Transportation Services”. A CTSA could receive up to 5 percent of the Local Transportation Funds (LTF) for the “Specialized Transportation Service”. Due to the shortfall of LTF receipts for FY 2009/10, funding for the “Specialized Transportation Services” is not available in FY 2009/10. The recommended service strategy based from the *Stanislaus County Transit Needs Assessment Recommendations and Implementation Plan* is organized into three separate, but related “streams” for implementation. The three streams include:

- **Stream 1:** Increase Senior and disabled ridership on fixed route and dial-a-ride services through education, marketing, and consumer orientation.
Funding Implication: \$231,000 over five years
- **Stream 2:** Establish a volunteer driver reimbursement program as a safety net for those trips not served by public transit or agency transportation services.
Funding Implication: \$1,910,000 over five years
- Establish a Centralized Mobility Management Office to: provide trip planning services and transit training; manage the volunteer driver reimbursement program; coordinate agency transportation services; and administer the County’s ride share initiatives.
Funding Implication: \$2,897,000 over five years

Therefore, Staff is recommending that the StanCOG Policy Board budget \$100,000 of Fiscal Year 2010/11 LTF funds to designate a CTSA in order to move forward with developing a Request for Proposal for a “Specialized Transportation Services” that could provide “door through door” specialized transportation services in the Stanislaus region by 2010/11. The recommended budget by staff is based in reviewing the recommended funding implementation under Stream 1 and Stream 2 of the *Stanislaus County Transit Needs Assessment Recommendations and Implementation Plan*. Staff has had discussions with SSTAC members and Transit Operators with securing approximately \$100,000 to begin implementation of the new “Specialized Transportation Services” and designate as a CTSA for Stanislaus County. Once the “Specialized Transportation Services” is implemented and designated as the CTSA for Stanislaus region, it offers an opportunity to apply for other grant programs available for specialized transportation programs, such as, Jobs Access Reverse Commute and New Freedom FTA grant programs.

Attachments:

1. Exhibit A – Specialized Transportation Services and CTSA Implementation Plan Timeline

rpark@stancog.org

V:\STANCOG\Staff Reports\Committees\2010\February\Recommend to Approve LTF Funding for CTSA (1.22.2010)\SSTAC.doc

EXHIBIT A

Specialized Transportation Service and CTSA Implementation Plan Timeline

TIME FRAME/DUE DATE - 2010

ACTIVITY/REPORT	DEC '09	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Staff Completes Evaluation of Remaining LTF based on Revenue Projections Versus Actual Revenue Received.	28 th												
SSTAC Appoints Independent Subcommittee to Work with Staff in Developing and Reviewing RFP for CTSA		5 th											
StanCOG Policy Board Approve 2009/10 Unmet Transit Needs Report		20 th											
1 st Unmet Transit Needs Public Hearing for FY 2010/11: Held at StanCOG Policy Board Meeting @ 6 p.m.		20 th											
SSTAC Recommends StanCOG Policy Board to Approve FY 2010/11 Local Transportation Funds (LTF) Budget of \$90,000-\$100,000 for Consolidated Transportation Services Agency (CTSA)			2 nd										
StanCOG Policy Board Approves FY 2010/11 Budget of \$90,000--\$100,000 for CTSA			17 th										
2nd Unmet Transit Needs Public Hearing for FY 2010/11: Held at StanCOG Policy Board Meeting @ 6 p.m.			17 th										
Staff Meets with SSTAC Subcommittee for Development of RFP: Review scope of work, performance measures, budget for Specialized Transportation Services			Week of 22 nd										
Staff Meets with SSTAC Subcommittee for Final Review of RFP for: Specialized Transportation Services				Week of 8 th & 15 th									
Staff Provides to SSTAC, with review by CTSA RFP Subcommittee, completed CTSA RFP: Includes scope of work, performance measures and request to Consultants to develop corresponding program budget concepts based on County's Transit Needs Assessment--Implementation Plan				26 th Staff Report Due									
SSTAC Approves RFP for Specialized Transportation Service and Makes Recommendation to StanCOG Policy Board					6 th								
StanCOG Policy Board Approves Release of CTSA RFP					21 st								
Release RFP for: Specialized Transportation Services					22 nd								

ACTIVITY/REPORT	TIME FRAME/DUE DATE – 2010												
	Dec'09	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Pre-Proposal Meeting						Week of 3 rd							
RFP's due to StanCOG						21 st							
Staff Completes Evaluation of Proposals, Conducts Interviews and Recommends top Ranked Consultant to SSTAC						28 th							
SSTAC Recommends to StanCOG Policy Board selected Consultant and Budget basis for CTSA contract							6 th						
StanCOG Policy Board Approves Recommended Consultant as CSTA, establishes Annual LTF Program Amount; and Authorizes the Executive Director to Negotiate and Execute the CTSA Contract							21 st						
Notice To Proceed Given to CTSA; Specialized Transportation Service							30 th						



City of Ceres • City of Hughson • City of Modesto • City of Newman • City of Oakdale • City of Patterson
City of Riverbank • City of Turlock • City of Waterford • County of Stanislaus

TO: Social Services Transportation Advisory Council (SSTAC) **Staff Report Information**
THROUGH: Vince Harris, Executive Director [Signature]
FROM: Rosa De León Park, Transit Planner [Signature]
DATE: January 25, 2010
SUBJECT: FY 2010/11 Unmet Transit Needs – Second Public Hearing

Background

Staff is requesting that the Policy Board hold a Second Public Hearing at its February 17 meeting for the purpose of receiving potential unmet transit needs from the public for the 2010/11 fiscal year.

As required by the Transportation Development Act (TDA), regional transportation planning agencies must annually complete an Unmet Transit Needs process. This process identifies and analyzes potential transit needs for reasonableness based upon adopted state and local guidelines. The purpose of the unmet transit needs process is to identify any unmet transit needs which may be present anywhere in the County and determine whether any are reasonable to meet. If an unmet needs is identified “reasonable to meet”, it must be funded prior to local TDA funds being allocated for non-transit purposes, such as, local streets and roads.

Discussion

The primary intent for the remaining LTF is to fund needed transit. The unmet needs process is established to identify potential transit needs within the County which, are not being met by current public transit operators. Each proposal presented at the February 17 Unmet Transit Needs Public Hearing will be reviewed per the adopted definitions. Where a proposal satisfies the definition of an unmet transit need, it then must be analyzed in light of the “reasonable to meet” definition.

Should a proposal be found to be both an unmet transit needs and to be reasonable to meet, LTF must be budgeted to fund that service for the upcoming 2010/11 fiscal year.