



**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL MEETING  
STANCOG BOARD ROOM  
1111 I STREET, SUITE 308  
MODESTO, CA  
July 6, 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 June 1, 2010**
  - B. Motion to Authorize Executive Director to Execute Consultant Contract for Implementation of a CTSA**
- 4. TRANSIT MANAGER'S REPORT**
- 5. COMMENTS FROM COUNCIL MEMBERS**
- 6. EXECUTIVE DIRECTOR'S REPORT**
- 7. ADJOURN**

***Next Regularly Scheduled SSTAC Meeting:***  
**AUGUST 3, 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 June 1, 2010**

**MEMBERS PRESENT:** Tom Truax (DMC Foundation); Misty Ridenour (Howard Training Center); Terry Plett (DRAIL); George Sharp (DRAIL); Sandra Williams (StanWORKS); Simona Rios (Catholic Charities); Greg Gaudio (Alliance Worknet)

**ALSO PRESENT:** Brad Christian (Stanislaus County); Fred Cavanah, Bill Latham (City of Modesto); Donna Bridges (ROTA); Kay Dunkel (City of Ceres); Rosa Park, Debbie Molloy, Robin Whitehead (StanCOG)

**1. CALL TO ORDER**

Tom Truax called the meeting to order at 8:35am.

**2. PUBLIC COMMENTS**

**3. DISCUSSION/ACTION ITEMS**

**A. Motion to Approve SSTAC's Committee Meeting Minutes of May 4, 2010**

**By Motion (Terry Plett/Misty Ridenour)**, and unanimous vote, the Council approved the minutes of 5-4-2010.

**B. Motion to Approve FY 2010/11 Unmet Transit Needs Identification and Analysis Report and Making a Determination and Finding of Unmet Needs that are Reasonable to Meet for Fiscal Year 2010/11**

Rosa Park briefly discussed the two public hearings that were held in January and February. One comment was incorporated into the 2010/11 report regarding vanpools. It was determined that vanpools were not considered as an unmet transit need based on the definition. A separate meeting was held with this gentlemen and it was mentioned that with Senate Bill 716 vanpools could be included. Discussion took place amongst members regarding better outreach efforts.

**By Motion (Terry Plett/George Sharp)**, and unanimous vote, the Council approved the recommendation to Approve FY 2010/11 Unmet Transit Needs Identification and Analysis Report and Making a Determination and Finding of Unmet Needs that are Reasonable to Meet for Fiscal Year 2010/11.

**C. Motion to Elect FY 2010/11 SSTAC Chair and Vice Chair**

Tom Truax nominated Terry Plett to be the Chair for FY 2010/11. Terry Plett nominated Misty Ridenour to be the Vice Chair for FY 2010/11

**By Motion (Tom Truax/Simona Rios)**, and unanimous vote, the council elected Terry Plett as the FY 2010/11 Chair for SSTAC.

**By Motion (Terry Plett/Greg Gaudio)**, and unanimous vote, the council elected Misty Ridenour as the FY 2010/11 Vice Chair for SSTAC.

**D. Notice of Call for Projects Job Access Reverse Commute (JARC) and New Freedom (NF) for FFY 2006, 2007, 2008**

Rosa Park briefly discussed the application process for these funds. Rosa requested members of SSTAC to a part of the evaluation team to review the applications submitted.

**4. INFORMATION ITEMS**

**A. City of Modesto to Discuss MAX/MADAR Proposed Policy Changes**

Bill Latham gave an update to members regarding the recent policy changes for MAX riders with mobility devices and “no show” policies for Dial a Ride.

**5. TRANSIT MANAGER’S REPORTS**

Brad Christian (Stanislaus County) reported that the county is preparing for the August changes to route 10 and 60. The county is also updating the transit guide. Google transit will now be pushed out to August or September to encompass Ceres and Modesto changes.

Fred Cavanah (City of Modesto) reported there will be changes on July 31<sup>st</sup>. There is an addition to the northwest area to serve Gregori High School and better serve Salida. New buses are on the road. Bus maintenance facility is set to go out to bid in about 3 weeks and hope to start construction later this summer. The city is applying for a 4.5 million dollar grant to complete the whole facility at one time with funds that are specific for this type of project. Otherwise the city has to use the funds that are meant for operating assistance.

Kay Dunkel (City of Ceres) reported that the city has had some slight service changes on the north area that was meant to accommodate the children while school was in session. The route had been changed to a safer route. Cutting off one hour in the evening on CAT Route A, M-F and 2 hours for CAT Route B and two hours off CAT on Sunday due to lack of use. Fares have changed as of May 24<sup>th</sup>, which was approved by city council to reach the 15% ratio.

Donna Bridges (ROTA) reported there were no new changes. Donna mentioned that they are in the process of moving out to the Riverbank Industrial Park. The trolley project will be funded by Broman Development for six months. With the ROTA board approval it will run on Tuesdays for seniors from Oakdale to the Crossroads Shopping Center, Galaxy Theaters

and back to Oakdale. Members on the ROTA board from Oakdale are not in agreement with the idea. There will be a public hearing on June 8<sup>th</sup> in Riverbank at 3pm in the council chambers.

**6. COMMENTS FROM COUNCIL MEMBERS**

Tom Truax mentioned that he has truly enjoyed his time as Chair of SSTAC and sends best wishes on to Terry Plett.

Simona Rios invited all transit operators to the GAP Walk & Roll a Thon on June 19, 2010. She mentioned opportunities for those who would want to sponsor or have a booth out at the event.

Terry Plett commented on continuing to work on getting the local funds definition changed with regard to fare box ratio. Conversations have begun with local elected officials regarding this important effort.

**7. EXECUTIVE DIRECTOR'S REPORT**

Rosa Park mentioned that Vince Harris is on medical leave and anticipates returning July 6, 2010. Rosa thanked Simona Rios, Terry Plett, and Tom Truax for attending the Policy Board meeting in May and commenting regarding the CTSA item that was pulled from the Consent Calendar for discussion.

**8. ADJOURNMENT**

Chairman Tom Truax adjourned the meeting at 9:51am.

**Next Scheduled Meeting:**

Tuesday, July 6, 2010 @ 8:30 A.M.  
StanCOG Board Room  
1111 I Street, Suite 308  
Modesto, CA

Signed

  
Minutes prepared by Debbie Molloy, Administrative Technician



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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  
**FROM:** Rosa De León Park, Transit/Programming Manager *RSP*  
**DATE:** June 25, 2010  
**SUBJECT:** Authorize Executive Director to Execute Consultant Contract for Implementation of a Consolidated Transportation Services Agency (CTSA)

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**Recommendation**

**By Motion:**

Recommend that the StanCOG Policy Board authorize the Executive Director to execute a consultant contract with Innovative Paradigms in the amount of \$100,000 to provide implementation services to establish a Consolidated Transportation Services Agency (CTSA).

**Background**

On May 21, 2010, a Request for Proposal (RFP) was published by the Stanislaus Council of Governments (StanCOG) to solicit proposals from qualified consultants to develop and implement a Specialized Door-through-Door Transportation Services Program for the residents in Stanislaus County. StanCOG received two proposals from the following consulting firms: DMC Foundation, Inc. and Innovative Paradigms. The selected consultant will be the designated Consolidated Transportation Services Agency (CTSA) which will administer the Program; for the purpose of enhancing mobility options to the residents in Stanislaus County.

Consolidated Transportation Services Agency (CTSA) was created in 1979, when the state legislature passed Assembly Bill 120, "Social Services Transportation Improvement Act". A CTSA is designated by (RTPAs), or metropolitan planning agencies (MPOs) to achieve the intended transportation coordinated goals of the "Social Services Transportation Improvement Act". California law defines a Consolidated Transportation Service Agency as an agency that coordinates and / or provides social service transportation, including services for the elderly and individuals with disabilities who cannot use conventional transit services.

## **Discussion**

The SSTAC formed a Subcommittee to review and evaluate the RFPs received from the two consultants. The Evaluation Committee composition consisted of three SSTAC Members, two transit operators, one public resident, and one StanCOG staff. The Evaluation Committee met on June 21<sup>st</sup> and June 23<sup>rd</sup> to review and evaluate the two proposals. On June 28, 2010, both proposers were invited for an interview with the Evaluation committee and to select an agency to serve as the CTSA for the Stanislaus region.

The Evaluation Committee after a thorough review found that Innovative Paradigms was the agency that would best address and establish a coordinated transportation system for persons with disabilities and seniors that are not able to use current transportation systems.

In the FY 2009/10 Budget and Overall Work Program, the Policy Board approved appropriations of \$100,000 for this service.

### **Attachments:**

- 1) Exhibit A – Scope of Services

**[rpark@stancog.org](mailto:rpark@stancog.org)**

V:\STANCOG\Staff Reports\Committees\2010\July\Recommend to Approve CTSA Contract (6.25.2010)\SSTAC.doc

## EXHIBIT A

### SCOPE OF SERVICES

#### Tasks to be Completed

Perform duties as a Consolidated Transportation Services Agency for the Stanislaus region. Attend StanCOG's regularly scheduled standing committee meetings.

Task 1: Implementation of a CTSA and coordination of transportation services.

- Create CTSA infrastructure
- Complete monthly progress reports to StanCOG
- Coordinate with local/private agencies including but not limited to, DMC Foundation, Catholic Charities with transportation services
- Develop an Action Plan and track pertinent information to analyze the efficiency of the services provided by the CTSA
- Attend SSTAC and other standing committees as requested by StanCOG

Task 2: Stream 1 Increase Senior and Disabled Ridership on Fixed Route and Dial-a-Ride Services.

- Provide a project work plan and prepare monthly progress reports
- Coordinate with County transit providers to increase ridership on fixed route and paratransit service and leverage existing transportation resources including:
  - Presentations to social services agencies, day programs such as, United Cerebral Palsy and Valley Mountain Regional Center, Department of Rehabilitation, DRAIL, senior centers, senior housing complexes, local committees, and other agencies/committees as appropriate
  - Travel Training
  - Development of a travel buddy program
  - Work with local transit providers to increase Personal Care Attendants (PCA)

Task 3: Stream 2 Establish a Volunteer Driver Reimbursement Program.

- Develop a work plan, project budget, equipment and assessment criteria needed to implement the volunteer driver reimbursement program
- Work with local agencies to coordinate eligibility processes; evaluate applicable databases for coordinated eligibility
- Meet with StanCOG staff and other agency members to review program

*Possible components of Volunteer Driver Reimbursement Program*

- Volunteer driver program may have multiple tiers depending on the need and functional ability of the consumer. Services will depend on possible components of the program but not limited to,
  - Build on IP's success in managing volunteer programs to create and manage such as program in Stanislaus County
  - Work in partnership with local transportation providers including DMC Foundation, Catholic Charities, VA, and other agencies listed in StanCOG Transit Needs Assessment
  - Work to increase use of PCA's on existing Paratransit service

- Coordinate the door-through-door transportation service with the agencies listed above as well as partnering with the Area Agency on Aging
- Consult with other agencies currently providing door-through-door service

Task 4: Stream 3 Establish a Centralized Mobility Management Office.

- Develop a project work plan
- Implement Mobility Management Center Office once additional funding is secured to cover costs associated with staffing, office space, equipment, and technology
- Apply for JARC and New Freedom grants and other grant opportunities that will allow for the Mobility Management Office in Fall of 2010
- Some of the elements of the Mobility Management Office will already be in place or in the process of implementation prior to the actual office being formalized including:
  - Coordination with local transportation providers and social services agencies
  - Travel training and travel buddy program
  - Volunteer driver reimbursement program
  - Trip planning services
  - Administer rideshare initiatives
- IP possesses vast technological capability that may be applicable to StanCOG objectives. An evaluation of technology issues will be initiated following Notice to Proceed

Task 5: Delivery of Project.

**Period of Performance**

The contract will expire June 30, 2013 and completed according to the mutually agreed upon schedule for services and work as identified in the "Scope of Services", unless terminated or extended. Consultant and StanCOG upon mutual agreement shall have the option to extend the term of this contract for a 2-year period under terms and conditions mutually agreeable to the parties.

**Compensation**

StanCOG shall compensate Contractor on a monthly basis for worked performed, for an amount not to exceed \$100,000 for FY 2010/11.

All other terms and conditions regarding payment of compensation, including but not limited to the Professional Services Agreement shall apply.