



**SAN JOAQUIN COUNCIL OF GOVERNMENTS
555 E. Weber Avenue, Stockton, CA**

**SOCIAL SERVICES TRANSPORTATION ADVISORY COMMITTEE
(SSTAC)**

September 9th, 2015

AGENDA

- | | | |
|------|-------------------------------------|---------|
| I. | Call Meeting to Order/Introductions | 2:30 PM |
| II. | Approve June 3, 2015 Minutes | Action |
| III. | Public Comments | |

STAFF ITEMS

- | | | |
|-------|--|-------------------|
| IV. | FY 2015/16 FTA Section 5310 Elderly Individuals with Disabilities Call for Projects Workshop | Info/Staff Rpt |
| V. | Unmet Transit Needs Survey | Info/Staff Rpt |
| VI. | Service Change Matrix SMA and County Routes | Info/Staff Rpt |
| VII. | Reports/Updates from Committee Members | Info/No Staff Rpt |
| VIII. | Reports/Updates from Transit Providers | Info/No Staff Rpt |
| IX. | Access Advisory Committee Update | Info/No Staff Rpt |
| X. | Adjourn – Next Meeting Scheduled for December 2, 2015 @ 2:30 PM | |

SPECIAL ACCOMODATIONS - The San Joaquin Council of Governments is in compliance with the Americans with Disabilities Act and will make all reasonable accommodations for persons with disabilities to participate in employment, programs, and access facilities. Persons requiring assistance or auxiliary aid in order to participate should contact Rebecca Montes at 209-235-0600 at least 24 hours prior to the meeting.

SJCOG Parking: Parking in SJCOG Parking Lot is limited to "Visitor" parking spaces. If these parking spots are full, on street parking is available as well as public parking lots K and L. Public Parking Lot K is located on the west side of American Street, just south of Weber Avenue and Public Parking Lot L is located on American Street directly across from Parking Lot K. Parking charges will be the responsibility of the attendees and/or the meeting organizer. SJCOG does not validate parking tickets. Participants should be made aware of parking information before the day of the meeting. Absolutely no "double" parking in the COG parking lot. Cars parked in unauthorized areas will be towed away at owners expense.

SOCIAL SERVICES TRANSPORTATION ADVISORY COMMITTEE (SSTAC)

San Joaquin Council of Governments
555 E Weber Avenue, Stockton, CA 95202
Wednesday, June 3, 2015

MINUTES

1. **Call Meeting to Order/Introductions:**

The SSTAC meeting was called to order at 2:42 p.m. by Ms. Julia Tyack. Introductions were made.

Committee Members Present:

Adam Doi	SJRTD
Julia Tyack	City of Lodi
Jayne Pramod	City of Tracy
Joni Bauer	Community Center for the Blind
Richard Demonte	UCP
DeAnna Nava	UCP
Joshua Swearigen	Caltrans

Committee Members Not Present:

Georgia Lantsberger	City of Manteca
Nick Phan	Caltrans
John Andoh	City of Escalon
Barbara Schneider	City of Ripon
Sara Hunter	UCP
Mary Bailey	UCP
Daniela Romero	SJRTD
Ann Fisler	San Joaquin ARC
Vacant	Human Services Agency –Department of Aging
Deborah Gurley	Transit user 60 years or older
Melissa Ogren	Human Services Agency- Department of Aging
Joga Singh	Community Center for the Blind
Daniela Romero	SJRTD
Nick Phan	Caltrans
Robert Balderama	State Council on Development Disabilities
George Lewis	State Council on Development Disabilities

SJCOG Staff Present:

Daniel Meza	Associate Regional Planner
Katy Castro	Office Assistant I

2. **Approval of Minutes from April 2, 2015:**

It was moved/seconded (Bauer/Pramod) to approve the minutes of April 2, 2015. Motion passed unanimously by voice vote.

3. **Public Comment:**

None.

4. **Nomination/Election FY 15/16 Officers:**

Mr. Meza stated that SSTAC Committee is looking for a nomination for a new Chair and Vice Chair for fiscal Year 2015-2016.

It was moved/seconded (**Bauer/ Doi**) to nominate Ms. Julia Tyack from City of Lodi for Chair. Motion passed unanimously by voice vote.

It was approved/seconded (**Pramod/Doi**) to nominate Ms. Joni Bauer from Community Center for the Blind for Vice-Chair. Motion passed unanimously by voice vote.

5. **Fiscal Year 15/16 Meeting Schedule:**

Mr. Meza discussed the Social Services Transportation Advisory Committee Fiscal Year 2015/2016 meeting schedule.

It was approved/seconded (Pramod/Bauer) to

6. **Review of SSTAC By Laws and Committee Composition:**

Mr. Meza discussed the SSTAC Bylaws and Membership Composition.

Mr. Meza asked the committee if they know anyone that is interested in joining the SSTAC committee to give him the contact information.

This item was for information only, no action was taken.

7. **Affordable Housing Sustainable Communities Priority Project:**

Mr. Meza the SJCOG Board approve the Domus Development LLC (Anchor Village) and VCOR, LP (Grand View Village) projects as regional priority projects. In addition, SGC invited MPO's to submit voluntary, advisory recommendations for regional priority projects. Next steps include in the AHSC process include forwarding the SJCOG Board approved priority project recommendation to the SGC for consideration in the AHSC program.

This item was for information only, no action was taken.

8. **Reports/ Updates from Committee Members:**

Mr. Doi commented on the new Metro Hopper Route for South East Stockton.

Ms. Tyack commented on National Dump the Pump Day on June 18, 2015. She commented on City of Lodi's service on express route. She also commented on Summer Youth Bus Pass, students get to ride for \$10 for 2 months of unlimited rides.

Ms. Bauer stated that with the support of New Freedom funds, the LightHouse for the Blind and Visually Impaired has developed accessible maps of Muni Metro stations to facilitate safe and more effective travel for individuals who are blind or visually impaired. A portable, low-cost, audio-tactile map of Muni Metro stations has been developed. Ms. Bauer commented that she has been working with SJRTD to be able to provide this service in the San Joaquin County. She stated SJRTD is applying for the 5310 funding. Ms. Bauer asked the committee to join her for a presentation on July 21, 2015.

9. Reports/Updates from Transit Providers:

There were no updates.

10. Access Advisory Committee Update:

There were no updates.

11. Adjourn:

There being no further business to discuss, the meeting was adjourned at 3:21 p.m. to reconvene on September 2, 2015.

STAFF REPORT

SUBJECT: FY 2015/16 FTA Section 5310 Elderly
Individuals with Disabilities Call for
Projects Workshop

RECOMMENDED ACTION: Information

DISCUSSION:

SJCOG will be offering one on one assistance upon request for the Fiscal Year 2015/16 Federal Transit Administration (FTA) Section 5310 Elderly Individuals and Individuals with Disabilities program. If need of a workshop, SJCOG can provide a tutorial on how to fill out the application. Information on determining eligibility, grant requirements, identifying eligible projects and available funding, the schedule, and how to fill out the schedule will be provided upon request. SJCOG staff will also walk applicants through the application identifying key factors.

Caltrans will be hosting an in depth Workshop to go over the following details with interested applicants:

- FTA Section 5310 Program Fact Sheet and Timeline
- Caltrans 5310 Power Point Presentation
- Grant Application Instructions
- Grant Application
- Grant Scoring Criteria
- FTA Certifications and Assurances

More details on the Workshop will be provided at the meeting. Below is a brief overview of the program.

Background

The FTA Section 5310 program has been around since the 1970s and seeks to improve mobility for elderly and disabled individuals throughout the country. The program awards grants to private non-profit organizations, as well as public agencies (under limited circumstances) to serve the transportation needs of elderly and disabled individuals in areas where public mass transportation services are otherwise unavailable, insufficient, or inappropriate. It allows for the procurement of accessible vans and buses; communication equipment; mobility management activities; and computer hardware and software for eligible applicants. The 5310 program is a statewide competitive process.

Eligibility

Program eligibility is limited to private non-profit organizations and certain public agencies where no private non-profits are readily available to provide the proposed service. Or, public agencies that have been approved by the State to coordinate services for the elderly or individuals with disabilities.

Grant Requirements

When considering whether the FTA 5310 grant is right for your agency, please consider the following requirements that the successful applicant must comply with:

- Daily Vehicle Operations and Maintenance
 - Do you have qualified drivers for the vehicle type (e.g., Class B licensed drivers)
 - Do you offer ongoing driver and safety training
 - Do you have sufficient resources to cover the equipment, fuel, maintenance, and insurance costs
 - Do you participate in emergency response planning and drills
- Agency Monitoring and Vehicle Usage Requirements
 - Must operate the a minimum of 20 hours of service per week/vehicle
 - Must prepare and submit quarterly reports
 - Periodic agency and vehicle inspections (by Caltrans and CHP)
 - Must pass down requirements to any third party (e.g., contractor providing transit service)
- FTA Certifications and Assurances
 - Must agree to and sign the FTA certifications and assurances
- Disadvantage Business Enterprise (DBE) Program Compliance
 - Other equipment (non-vehicle) purchases must comply with the Caltrans DBE program
- Title VI Compliance
 - Must ensure that no person is excluded from participation in, denied the benefits of, or discriminated against under its projects, programs or activities on the basis of race, color, creed, national origin, sex or age, as provided in Title VI of the Civil Rights Act and 49 Code of Federal Regulations Section 5332.

Eligible Projects

FTA Section 5310 funds capital vehicle and equipment purchases that improve mobility for the elderly and disabled or support transportation activities. Applicants will need to demonstrate why the projects (not equipment being requested) are necessary and articulate the benefits of the project. The need can stem from existing services being unavailable, insufficient, or inappropriate.

Vehicle types eligible for purchase are: mini-vans, small buses, medium buses, and large buses. Sedans, SUVs and School buses are ineligible. All vehicles will be purchased through the State Procurement program based on estimated costs identified in the Procurement Program. Projects categorized as replacements can only be used to replace ADA accessible vehicles previously purchased through FTA Section 5310 program that have met their useful life. All other vehicle purchases would be categorized as service expansions.

Other equipment could include computers, hardware/software, dispatching and tracking software, or communication equipment (e.g., mobile radios). Other equipment will need to be purchased by the applicant. Once approval is granted by Caltrans and a standard agreement has been executed. The applicant will then be reimbursed by Caltrans upon submitting a reimbursement request.

Grant Process

Projects are awarded through a competitive application process. Regional Transportation Planning Agencies score projects from their region utilizing the California Transportation Commission (CTC) adopted project-scoring criteria and send a ranked list of their projects to Caltrans. Caltrans forwards the regional lists to the statewide review committee; committee rescores and then submits the list to CTC. The list reflects 110% of total funding, CTC awards 100% of funding to top applicants. If a funded project on the list cannot be delivered the next highest ranking unfunded project is approved for funding. The CTC holds hearings providing stakeholders with the opportunity to discuss the statewide-prioritized list and hear any appeals on technical issue. The statewide evaluation committee submits a final statewide-prioritized list to the CTC. The CTC holds a public hearing to discuss the prioritized list and adopts the prioritized list.

Schedule

The schedule will be provided during the SSTAC September 9th, 2015 meeting.

*Prepared By: Daniel Meza, Regional Planner
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STAFF REPORT

SUBJECT: Unmet Transit Needs FY 2016/17 Survey Update

RECOMMENDED ACTION: To gain recommendations/input on the draft Unmet Transit Needs Survey (Cycle 2016/17)

DISCUSSION:

During the Unmet Transit Needs process, it is essential to get the input of the public. The attached survey is the draft for this year's survey which was also used during the Unmet Transit Needs 16/17 cycle process. The intent is to gain any recommendations/input on the currently used Survey in hopes of making it a more encompassing survey for the public.

Attachment: A- Draft Unmet Transit Needs Survey (Cycle 2016/17)

UNMET TRANSIT NEEDS SURVEY

(Cycle 2016/17)



1) DO YOU USE PUBLIC TRANSIT?

YES NO

2) IF YES, CHECK THE TYPES OF PUBLIC TRANSIT YOU USE.

A) REGIONAL TRANSIT DISTRICT

FIXED ROUTE (WITHIN STOCKTON) INTERCITY (DEVIATED FIXED ROUTE) DIAL-A-RIDE
 HOPPER SERVICES INTERREGIONAL TRANSIT (TO OTHER COUNTIES) (GENERAL PUBLIC)
 STOCKTON METRO

B) CITY OF LODI (GRAPELINE)

FIXED ROUTE DIAL-A-RIDE VINELINE ADA

C) CITY OF MANTECA TRANSIT

FIXED ROUTE DIAL-A-RIDE

D) CITY OF TRACY (TRACER)

FIXED ROUTE DIAL-A-RIDE

E) CITY OF ESCALON (E-TRANS)

FIXED ROUTE DIAL-A-RIDE

F) COMMUTER

TO BAY AREA TO SACRAMENTO

G) OTHER (LIST BELOW)

3) PLEASE CHECK THE ACTIVITIES YOU USE PUBLIC TRANSPORTATION FOR.

WORK SHOPPING MEDICAL APPOINTMENTS
 SCHOOL RECREATION SOCIAL ACTIVITIES
 OTHER _____

4) ARE THERE PLACES IN SAN JOAQUIN COUNTY YOU WANT TO ACCESS BUT CANNOT?

YES NO

5) IF YES, PLEASE FILL IN THE BLANKS IN THE FOLLOWING SENTENCE.

I WOULD LIKE TO GO FROM _____ TO _____
 AT THIS TIME OF DAY (_____), ON THIS DAY (_____) OF THE WEEK.

6) PLEASE PROVIDE YOUR NAME AND ADDRESS FOR THE PUBLIC RECORD OF COMMENT:

Name _____
 Address and City: _____

7) OPTIONAL QUESTIONS (CIRCLE ONE):

AGE:	<25	26-35	36-45	46-55	56-65	>65
ETHNICITY:	WHITE	AFRICAN AMERICAN	ASIAN/PACIFIC ISLANDER	HISPANIC	NATIVE AMERICAN	OTHER
INCOME:	<\$25,000	\$25-35,000	\$35-50,000	\$50-\$75,000	>\$75,000	

Thank you for taking the time to fill out this survey!
 Please mail to: Daniel Meza, Regional Planner
 San Joaquin Council of Governments 555 East Weber Avenue Stockton, CA 95202

STAFF REPORT

SUBJECT: Service Change Matrix SMA and County Routes

RECOMMENDED ACTION: Information Only

DISCUSSION:

Update will be provided by RTD.