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January 28, 2016

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL AGENDA

DATE: Wednesday, February 3, 2016

TIME: 10:00 a.m.

LOCATION: ICTC Offices
1405 N. Imperial Ave., Suite 1
El Centro, CA 92243

Chairperson: Leticia Zuno

Vice-Chair: Mike Hack

Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

PUBLIC COMMENTS

Any member of the public may address the Committee for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Committee. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any actions on items that are not on the agenda.

DISCUSSION/ACTION ITEMS

1. Introductions
2. Approval of Minutes of January 6, 2016 *ACTION* Page 3
3. CTSA Reports *DISCUSSION*
4. FY 2016-17 Master Needs List *DISCUSSION / ACTION* Page 7
5. FY 2016-17 UTN Letter to the Hearing Panel *DISCUSSION / ACTION* Page 8
6. Transit Operator Reports *DISCUSSION*
 - a. El Centro Dial-a-Ride
 - b. Med-Express
 - c. Imperial Valley Transit (IVT)
 - d. IVT Access
 - e. IVT Ride
 - i. Brawley
 - ii. Calexico
 - iii. Imperial
 - iv. West Shores

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**

7. General Discussion

DISCUSSION

8. Adjournment

The next meeting is scheduled for March 2, 2016. For questions or comments, please call Cristi Lerma or David Salgado at 760-592-4494, or email at cristilerma@imperialctc.org and davidsalgado@imperialctc.org.



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SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

MINUTES

January 6, 2016

Present

Voting Attendees:

Leticia Zuno (Chair)	Access to Independence
Maria Cordova	ARC – Imperial Valley
Cheryl Viegas-Walker	Area Agency on Aging
Michael L. Hack	Consumer
Rosyo Ramirez	Imperial County Public Authority/IHSS
Kathleen Lang	California Health and Wellness
Adrian Celis	Imperial County Behavioral Health
Kathi Williams	CTSA – ICTC
David Salgado	CTSA – ICTC

Non-Voting Attendees:

Raul Ramirez	Imperial County Public Health
Angela Ramirez	Imperial County Public Health
Jorge Torres	Imperial County Public Health
Cristi Lerma	ICTC
Charles Brockwell	IVT/IVT Access/IVT Ride
Cesar Sanchez	IVT/IVT Access/IVT Ride
Narcisa Montemayor	IVT/IVT Access/IVT Ride
Karla Pacheco	IVT/IVT Access/IVT Ride

1. Chair Zuno called the meeting to order at 10:03 a.m. A quorum was present. Introductions were made.
2. Minutes adopted for December 2, 2015. **(Ramirez/Zuno) Motion Carried.**
3. CTSA Reports:
Ms. Williams and Mr. Salgado had the following announcements:
 - Senior Appreciation Day is January 27, 2016. IVT will be providing transportation from the senior centers in both Calexico and Brawley to the event. 300-400 seniors are expected to attend.
 - The Unmet Transit Needs Hearing will be held on February 11, 2016 at the City of Brawley Council Chambers at 3:30 p.m. Transportation will be provided with a reservation from the El Centro Transit Terminal on 7th and State Streets. Reservations can be made by calling 760-482-2900 by February 10th at 5p.m. The bus will depart at approximately 2:30 p.m.
 - The IVT Ride El Centro and Med-Express procurements are under way. The bid documents are currently with Caltrans and are expected to be released to the public in 2 to 3 weeks.
 - ICTC is partnering with Antelope Valley Transit Authority (AVTA), Antelope Valley Air Quality Management District (AVQMD), and the Imperial County Air Pollution Control District (ICAPCD) to submit a grant under the California Air Resources Board (CARB) Zero-Emission Truck and Bus Pilot Commercial Deployment program. The project proposed will

- include 6 zero emission battery electric buses for ICTC and will include charging stations for each bus. The vehicles will operate in the cities of Brawley and El Centro on the established circulator routes. This will be a demo project and after the demo period has ended, it is possible that ICTC will be able to acquire additional buses for circulator routes in each city.
- The Commission approved the ADA Reasonable Accommodations Policy and it is posted on the website.
- The Federal Transportation Bill was approved for 5 years, however, the bill does not have a dollar amount yet.

4. FY 2016-17 Master Needs List

The Master Needs list was presented to everyone at this meeting. At the meeting in December, all were encouraged to review the current list and make suggestions as to what can be removed and/or anything that should be added. There were changes made then. Further review was made at this meeting. There was a question regarding the review of capacity constraints on the Med-Express and how it became an “Unmet Need.” Ms. Williams stated that it was identified in the Coordinated Plan. A *Motion* was made to remove item 8 “Review of Express Routes from El Centro to IVC” from the Master Needs list, (Walker/Ramirez) **Motion Carried.**

5. FY 2016-17 UTN Letter to the Hearing Panel

Ms. Williams stated that this letter is read and submitted to the hearing panel and should contain general comments and specific issues. The following changes were made to the UTN Letter for FY 2016-17 via a *motion* by Walker/Ramirez:

- FY year changed to 2016-17
- Restart the numbering at 1 on the second section of the letter and the priority be changed to:
 - o Improve cleanliness and upkeep at all El Centro City area stops, and other stops in the region as identified.
 - o Enhance communication of available services as a way to disseminate information to the passengers, as documented as in the intent of Finding #8 in FY 2010-11 UTN Findings: *(Staff will research options to provide schedules and information for passengers for Imperial Valley Transit (IVT) bus stops. Staff is to return with options and cost estimates by December 2010, for consideration on implementation from the ICTC).*
 - o Review of capacity restraints on Med-Express.
 - o Review of a proposed Transit Mobility Summit.
- Ms. Zuno will read the letter to the hearing panel on February 11, 2016. **Motion Carried.**

6. Transit Operator Reports:

- El Centro Dial-a-Ride: Updates were given by Cordova for the month of November
 - o Passengers per hour were 4.5, weekdays were 122, Saturday were 22
 - o Wheelchairs: 651 (22%)
 - o On Time Performance was 99%
 - o No-shows: 35 and Late Cancellations: 14
- Med-Express: Updates were given by Cordova for the month of November.
 - o Passengers per hour were 4
 - o Passengers for the month were 407
 - o Wheelchairs: 16 (4%)
 - o On Time Performance was 99%
 - o No-shows: 0 and Late Cancellations: 11
- Imperial Valley Transit: Updates were given by Mr. Sanchez for the month of December
 - o Sunday services: 440 passengers, 45 average per Sunday
 - o Saturday services: There were an average of 1100 per Saturday

- Gold Line: There were an average of 15-16 passengers per day
 - IVC Express: There was only 2 weeks of service this month. An average of 34 passengers per trip in the morning and an average of 41 passengers in the evening.
 - New Routes:
 - Holtville: 35 passengers for the month
 - El Centro to Brawley: 6 passengers for the month
- IVT Access: Updates were given by Ms. Pacheco for the month of December
- On time performance was 96%
 - Passenger per revenue hour: 2.24
 - No Shows: 121
 - Late Cancellations: 35
 - Wheelchairs: 780
 - Passenger Count: 2,080
 - Saturdays: 53 per Saturday
 - Sundays: 47 per Sunday
 - There were 35 passengers on the “Free Day”
- IVT Ride – Updates were given by Ms. Montemayor for the month of December
- i. City of Brawley
 - 60 or older or disabled can use this service with an ID card
 - Passenger per revenue hour: 2.77
 - On time performance was 97%
 - Wheelchairs: 200
 - Passenger Count: 843, 36 weekday; 8 Saturday
 - 42 No-Shows and 6 Late Cancellations
 - There were 17 passengers on the “Free Day”
 - ii. City of Calexico
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 96%
 - Passenger per revenue hour: 3.88
 - Wheelchairs: 502
 - Passenger Count: 2,131; 88 per weekday; 22 per Saturday; 23 per Sunday
 - 64 No-Shows and 17 Late Cancellations
 - There were 66 passengers on the “Free Day”
 - iii. City of Imperial
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 97%
 - Passenger per revenue hour: 1.84
 - Wheelchairs: 12
 - Passenger Count: 396; 17 per weekday; 3 per Saturday
 - 5 No-Shows and 2 Late Cancellations
 - There were 15 passengers on the “Free Day”
 - vi. West Shores
 - 60 or older or disabled can use this service with an ID card
 - On time performance was 98%
 - Tuesdays/Thursdays service
 - Passenger per revenue hour: .99
 - Wheelchairs: 0
 - Passenger Count: 56; 5-6 average passengers per Tuesday/Thursday
 - 3 No-Shows and 0 Late Cancellations
 - There were 2 passengers on the “Free Day”

7. General Discussion

- AAA Senior Appreciation Day will be held on January 27, 2016 from 10 a.m. to 2 p.m. at the Casa De Manana in Imperial.
- Dr. Lang stated that California Health and Wellness does provide transportation services to their clients to medical appointments/pharmacy only through a contract with Logistic Care.

8. Adjournment

- The next meeting of the SSTAC will be on February 3, 2016 at 10:00 a.m.
- Meeting adjourned at 11:20 a.m.

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
SOCIAL SERVICE TRANSPORTATION ADVISORY COUNCIL (SSTAC)**

FY 2016-17 MASTER NEEDS LIST: Identification of Transit Needs

For discussion and planning purposes leading up to annual ICTC Unmet Transit Needs Hearing. Importance of needs will be determined prior to hearing with selected items formally presented to ICTC.

1.	Improve cleanliness and upkeep at El Centro City area bus stops, and other stops in the region as identified	Inventory Project is Under Way
2.	Enhance Communication of Available Services	Under Review
3.	Review of capacity constraints on Med-Express	PENDING RFP
4.	Proposed Transit Mobility Summit	PENDING FUNDING
5.	Review of an afternoon “ FAST” trip from El Centro to Brawley	IMPLEMENTED/Demo Phase
6.	Review of limited Saturday service to Seeley	IMPLEMENTED/Demo Phase
7.	Expand Transit Access with in the community of Calexico IVT Garnet Line	PENDING FUNDING
8.	Expand Transit Access with in the community of Imperial IVT Red Line	PENDING FUNDING

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

Leticia Zuno, Chairperson
Michael Hack, Vice-Chairperson
Kathi Williams, Secretary

1405 N. Imperial Ave., Suite 1
El Centro, CA 92243
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January 29, 2016

ICTC Unmet Transit Needs Hearing Panel
Imperial County Transportation Commission
1405 N. Imperial Ave., Suite 1
El Centro, CA 92243

Dear Panel Members:

One of the primary responsibilities of the Social Services Transportation Advisory Council (SSTAC) is to advise ICTC on existing public transportation needs. Annually SSTAC delivers a letter report to the Unmet Transit Needs Hearing Panel regarding needs that have or can be, or have not and cannot be met utilizing existing resources.

SSTAC also reviews and evaluates services and needs throughout the year. The following concerns and recommendations include those needs that are unable to be met by SSTAC members through coordination of available services or the use of existing resources.

Therefore, the following general comments are offered for Fiscal Year 2016-17;

1. SSTAC would like to express continued support for the construction for the transfer terminals at locations yet to be determined in the Cities of Calexico and Imperial.
2. SSTAC would like to continue to express support for the IVT Circulator bus concept which includes the El Centro Blue Line and IVT Green Line, IVT Gold Line in Brawley, and proposed IVT Red Line in Imperial and IVT Orange Line in Calexico.

In addition, the following issues and concerns are identified for consideration in order of priority for Fiscal Year 2016-17;

1. Improve cleanliness and upkeep at all El Centro City area stops, and other stops in the region as identified.
2. Enhance communication of available services as a way to disseminate information to the passengers, as documented as in the intent of Finding #8 in FY 2010-11 UTN Findings: *(Staff will research options to provide schedules and information for passengers for Imperial Valley Transit (IVT) bus stops. Staff is to return with options and cost estimates by December 2010, for consideration on implementation from the ICTC).*
3. Review of capacity restraints on Med-Express.
4. Review of a proposed Transit Mobility Summit.

We appreciate the opportunity to participate in the use, evaluation and delivery of transit services.

Sincerely,

Letty Vizcarra
Chairperson

DRAFT