



1405 N. IMPERIAL AVE., SUITE 1  
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January 27, 2017

## **SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL AGENDA**

**DATE:** Wednesday, February 1, 2017

**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

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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.

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### **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 4, 2017 *ACTION*
3. CTSA Reports *DISCUSSION*  
*By ICTC Staff*
4. FY 2017-18 Master Needs List *DISCUSSION / ACTION*
5. FY 2017-18 UTN Letter to the Hearing Panel *DISCUSSION / ACTION*
6. Transit Operator Reports *DISCUSSION*
  - a. Imperial Valley Transit (IVT)
  - b. IVT Access
  - c. IVT Ride

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

- i. Brawley
    - ii. Calexico
    - iii. El Centro
    - iv. Imperial
    - v. West Shores
  - d. IVT MedTrans
7. General Discussion  
*All*
8. Adjournment

DISCUSSION

The next meeting is scheduled for March 1, 2017. For questions or comments, please call Cristi Lerma 760-592-4494, or email at [crستيرma@imperialctc.org](mailto:crستيرma@imperialctc.org).



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**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

**MINUTES**

January 4, 2017

Present

Voting Attendees:

Letty Zuno – Chair	Access to Independence
Michael L. Hack – Vice-Chair	Consumer
Ted Ceasar	Consumer
Sofia Gonzalez	Area Agency on Aging
Mitzi Perez	ARC – Imperial Valley
Angie Pena	Work Training Center
Lorena Arambula	San Diego Regional Center
Angie Pena	Work Training Center
Kathleen Lang	California Health and Wellness
Kathi Williams	CTSA – ICTC
David Aguirre	CTSA – ICTC

Non-Voting Attendees:

Raul Martinez	Imperial County Public Health
Guillermo Gonzalez	ICTC
Cristi Lerma	ICTC
Kitty Gay	Imperial County Public Health
Cesar Sanchez	IVT/IVT Access/IVT Ride/IVT MedTrans
Narcisa Silva	IVT/IVT Access/IVT Ride/IVT MedTrans
Karla Pacheco	IVT/IVT Access/IVT Ride/IVT MedTrans
Helio Sanchez	IVT/IVT Access/IVT Ride/IVT MedTrans

1. Ms. Zuno called the meeting to order at 10:02 a.m. A quorum was present. Introductions were made.
2. Minutes adopted for December 7, 2016, with one correction. **(Lang/Hack) Motion carried.**
3. CTSA Reports:

Mr. Aguirre had the following announcement(s):

- FTA Section 5310 Program Call for Projects was released on January 9, 2017, for capital and operation assistance. Training will be held at Riverside County Transportation Commission on January 11, 2017 from 1 p.m. to 4 p.m. for those that are interested in attending. This year grants will be required to be submitted online. If you will be applying and need assistance please contact Mr. Aguirre or Mr. Gonzalez for assistance and coordination so that your agency will achieve grant approval.

Mr. Gonzalez had the following announcement(s):

- An ADA certification and eligibility study was conducted in 2014 and it was adopted by the Commission. The ADA study identified six findings, one being that the client should perform

a self-assessment prior to obtaining an application. The assessment would allow the client to identify if the ADA Paratransit service meets his/her needs. Beginning on January 1, 2017, staff will be implementing this recommendation. If the client decides to pursue the service, they will need to come into the office to acquire an application and set up a follow-up interview. Transportation will be provided to the interview if needed. Ms. Williams provided some history regarding the ADA service. She stated that the new process will allow screening out individuals that can use the fixed route service. Mr. Ceasar inquired if this is for new people only. Ms. Williams stated that current certified individuals will be grandfathered. Ms. Lang inquired what the current application volume is. Mr. Gonzalez stated 25-30 per month. Ms. Vizcarra asked regarding the appeals process if a client is deemed not eligible. Ms. Williams stated that if a client is not eligible for the service the denial letter will include the appeals process and if an appeal is made, the American's with Disabilities Act Advisory Committee (ADDAC) which is an "Ad hoc" will be formed to review the appeal regarding service eligibility determination.

Ms. Williams had the following announcement(s):

- Charles Brockwell is no longer with First Transit. Cesar Sanchez will be the Acting General Manager for the next 6 days.
  - The Unmet Transit Needs (UTN) Hearing is scheduled for February 9, 2017 at 3 p.m. at the City of El Centro Council Chambers.
  - A Regional Bus Stop Inventory, Signage Replacement and Technology Assessment RFP will be released Friday, January 6, 2017. The requested services will provide ICTC with a comprehensive bus stop inventory that will include all 148 bus stops countywide, with a final product completed by September 2017.
4. FY 2017-18 Master Needs List
- There was discussion regarding a request from Area Agency on Aging to add to the Master Needs List an intercity IVT Ride bus from Heber to El Centro. Various members of SSTAC asked Ms. Gonzalez to demonstrate where the need is and to return to the Council with the request at that time. Currently on the Master Needs List is, "provide intracity IVT Ride services in the community of Heber during the summer months." No changes were made.
5. FY 2017-18 UTN Letter to the Hearing Panel
- Ms. Williams stated that the letter should be finalized in February.
6. Transit Operator Reports
- Imperial Valley Transit: Updates were given by Mr. Sanchez for the month of December
    - o Gold Line: 51 average passengers per day
    - o Saturdays: 1000 average passengers per Saturday
    - o Sundays: 492 average passengers per Sunday
    - o On December 23<sup>rd</sup> 1700 passengers rode for free as part of the Happy Holidays free day.
    - o On December 26<sup>th</sup> IVT had limited service and still had 1000 passengers on that day.
  - IVT Access: Updates were given by Ms. Pacheco for the month of December
    - o On time performance was 96%
    - o No Shows: 151
    - o Wheelchairs: 702
    - o Passenger Count: 2,376
    - o Weekdays: 103 passengers per week day
    - o Saturdays: 17 per Saturday
    - o Sundays: 9 per Sunday
    - o Late Cancellations: 14
    - o No-Shows: 151
    - o On December 23<sup>rd</sup> nine passengers rode for free as part of the Happy Holidays free day.
  - IVT Ride – Updates were given by Ms. Montemayor for the month of December
    - i. City of Brawley
      - o 60 or older or disabled can use this service with an ID card

- Passenger per revenue hour: 2.1
- On time performance was 99%
- Wheelchairs: 200
- Passenger Count: 793 weekday 34 average per day, Saturday 6 average per day
- 30 No-Shows
  
- ii. City of Calexico
  - 60 or older or disabled can use this service with an ID card
  - On time performance was 98%
  - Passenger per revenue hour: 2.61
  - Wheelchairs: 419
  - Passenger Count: 1,670; weekday; 69 average per day, Saturday 15 average per Saturday and Sunday 23 average per Sunday
  - 35 No-Shows
  
- iii. City of El Centro
  - 60 or older or disabled can use this service with an ID card
  - On time performance was 96%
  - Passenger per revenue hour: 2.2
  - Wheelchairs: 482
  - Passenger Count: 2,118; weekday; 93 average per day Saturday 14 average per Saturday
  
- iv. 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: 1.8
  - Passenger Count: 389; 16 average per week day; 6 average per Saturday
  - Wheelchairs: 30
  - 5 No-Shows
  
- v. West Shores
  - 60 or older or disabled can use this service with an ID card
  - On time performance was 100%
  - Tuesdays/Thursdays service – 9 service days
  - Passenger per revenue hour: 1.13
  - Wheelchairs: 0
  - Passenger Count: 57, average 6 per day
  
- IVT MedTrans – Updates were given by Mr. Helio Sanchez for the month of December
  - 401 registered clients
  - Transportation services to San Diego County medical facilities
  - All buses are now equipped with Wi-Fi services
  - On time performance was 100%
  - Passenger per revenue hour: 1.37
  - Wheelchairs: 11
  - Late Cancellations: 0
  - No-Shows: 2
  - Passenger Count: 390
    - Primary: 236
    - Personal Care Attendant (PCA): 144

7. General Discussion

- There was none.

8. Adjournment

- Meeting adjourned at 11:10 p.m.
- Next meeting will be on February 1, 2017.

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

**FY 2017-18 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	<b>Inventory Project is Under Way</b>
2.	Enhance Communication of Available Services	<b>Inventory Project is Under Way</b>
3.	Proposed Transit Mobility Summit	<b>PENDING FUNDING</b>
4.	Review of an afternoon “ FAST” trip from El Centro to Brawley	<b>IMPLEMENTED/Demo Phase</b>
5.	Review of limited Saturday service to Seeley	<b>IMPLEMENTED/Demo Phase</b>
6.	Expand Transit Access with in the community of Calexico IVT Garnet Line	<b>PENDING FUNDING</b>
7.	Expand Transit Access with in the community of Imperial IVT Red Line	<b>PENDING FUNDING</b>
8.	Review of “FAST” trip from El Centro to Holtville	<b>IMPLEMENTED/Demo Phase</b>
9.	Add an IVC Express route from Calexico to IVC and from IVC to Calexico in the evening after 5:30 p.m.	
10.	Allow IVT Ride to provide transportation services to Seniors to congregate meal sites in Heber from June to September.	
11.	Provide a designated IVT Ride Bus for Seniors to congregate meal sites and to their home in Calexico.	

# FY 2016-17 Letter to the Panel

## **SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

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

**1405 N. Imperial Ave., Suite 1**  
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**(760) 592-4494**

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February 3, 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 Garnet Line in Calexico.

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

# FY 2016-17 Letter to the Panel

ICTC Unmet Transit Needs  
Public Hearing Panel FY 2016-17

(2)

February 3, 2016

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 Zuno  
Chairperson