

PCC

SOLANO PARATRANSIT COORDINATING COUNCIL (PCC)

1:00 p.m., Thursday, January 16, 2020
Joseph Nelson Community Center, Room A
611 Village Drive, Suisun City, CA 94585

ITEM

STAFF PERSON

- | | |
|---|--|
| <p>1. CALL TO ORDER/CONFIRM QUORUM/INTRODUCTIONS
(1:00 – 1:05 p.m.)</p> <p>2. APPROVAL OF AGENDA
(1:05 – 1:10 p.m.)</p> <p>3. OPPORTUNITY FOR PUBLIC COMMENT
(1:10 – 1:15 p.m.)</p> <p>4. PRESENTATIONS
(1:15 – 1:40 p.m.)</p> <p>A. Solano Mobility Programs FY 2019-20 First Quarter Update</p> <ul style="list-style-type: none"> 1. One Stop Call Center 2. ADA Eligibility Program 3. Travel Training Program 4. Taxi Card Program 5. Van Pool Program 6. Bucks for Bikes 7. Commuter Program 8. Guaranteed Ride Home Program | <p>Ernest Rogers, Chair</p> <p>Members</p> <p>Debbie McQuilkin, STA
Amy Antunano, STA
Katelyn Costa, STA</p> |
|---|--|

PCC MEMBERS

<u>Richard Burnett</u> MTC Policy Advisory Council Representative	<u>Cindy Hayes, Vice Chair</u> Transit User	<u>Lisa Hooks</u> Social Services Provider	<u>Brian McLaughlin</u> Member at Large	<u>Judy Nash</u> Public Agency - Education	<u>Katherine Richter</u> Transit User
<u>Ernest Rogers, Chair</u> Transit User	<u>Cynthia Tanksley</u> Transit User	<u>Teri Ruggiero</u> Public Agency - Health & Social Services	<u>James Williams</u> Member at Large	<u>Vacant</u> Social Services Provider	

5. CONSENT CALENDAR

Recommendation: Approve the following consent item.
(1:40 – 1:45 p.m.)

A. Minutes of the PCC Meeting of December 12, 2019

Cecilia de Leon, STA

Recommendation:

Approve the Minutes for the Meeting of December 12, 2019

Pg. 5

6. ACTION ITEMS – DISCUSSION

A. Proposal to Expand and Modify Golden Pass Program to include SolanoExpress.

Debbie McQuilkin, STA

Recommendation:

Forward a recommendation to STA Board to approve the following:

1. Expand the Golden Pass Program to SolanoExpress routes;
and
2. Modify the Golden Pass Program to show ID to ride for free for Solano County residents who are age 80 or older.

(1:45 – 1:50 p.m.)

Pg. 9

7. INFORMATIONAL ITEMS – DISCUSSION

A. Comprehensive Transportation Plan (CTP) Equity Chapter

Triana Crighton, STA

(1:50 – 2:00 p.m.)

Pg. 11

B. PCC Membership Status Update

Debbie McQuilkin, STA

(2:00 p.m. – 2:05 p.m.)

Pg. 13

C. STA Staff Update

1. PCC 2020 Work Plan

Debbie McQuilkin, STA

(2:05 p.m. – 2:10 p.m.)

Pg. 17

8. TRANSIT OPERATOR UPDATES

Group

A. Dixon Read-Ride

B. Fairfield and Suisun Transit (FAST)

C. Rio Vista Delta Breeze

D. Solano County Transit (SolTrans)

E. Vacaville City Coach

(2:10 – 2:40 p.m.)

**9. COMMENTS FROM STAFF AND REPRESENTATIVES FROM
ADVISORY COMMITTEES**

Group

(2:40 – 2:50 p.m.)

10. FUTURE AGENDA ITEMS

- A. Solano Mobility Study Plan**
- B. Amtrak Platform Wayfinding at Vacaville Station**
- C. Community Based Transportation Plan Update**

11. ADJOURNMENT

The next regular meeting of the PCC is scheduled to meet at **1:00 p.m. on Thursday, March 19, 2020** at the **Ulatis Community Center, Room E, 1000 Ulatis Drive, Vacaville, CA 95687.**

Meeting Schedule for the Calendar Year 2020

Thursday, January 16, 2020, Joseph Nelson Center, Room A, 611 Village Drive, Suisun City
Thursday, March 19, 2020, Ulatis Community Center, Room E, 1000 Ulatis Drive, Vacaville
Thursday, May 21, 2020, SolTrans O&M, Room 107, 1850 Broadway Street, Vallejo
Thursday, July 16, 2020, Benicia City Hall, Commission Room, 250 East L. Street, Benicia
Thursday, September 17, 2020, SolTrans O&M, Room 107, 1850 Broadway Street, Vallejo
Thursday, November 19, 2020, Suisun Senior Center, 318 Merganser Drive, #3401, Suisun City

For questions regarding this agenda:

Please contact Debbie McQuilkin at (707) 399-3231 or dmcquilkin@sta.ca.gov

Translation Services: For document translation please call:

Para la llamada de traducción de documentos:

對於文檔翻譯電話

Đối với tài liệu gọi dịch:

Para sa mga dokumento tawag sa pagsasalin:

(707) 399-3239

This page intentionally left blank.

PCC

SOLANO PARATRANSIT COORDINATING COUNCIL (PCC) DRAFT Meeting Minutes of December 12, 2019

1. CALL TO ORDER/ CONFIRM QUORUM/INTRODUCTIONS

Chair Lisa Hooks called the PCC Meeting to order at 1:10 p.m. at the SolTrans Operations & Maintenance Facility, 1850 Broadway Street, Vallejo, California. A quorum was established.

PCC Members Present: *In Alphabetical Order by Last Name*

Richard Burnett	MTC Representative/CTSA-AC Member
Cindy Hayes	PCC Vice-Chair/Independent Living Resources
Lisa Hooks	Social Service Provider
Brian McLaughlin	Member at Large
Ernest Rogers	PCC Chair/CTSA-AC Member/Transit User
Teri Ruggiero	Health & Social Services
Cynthia Tanksley	Transit User (<i>Arrived at 1:50 p.m.</i>)
James Williams	Member at Large

PCC Members Absent: *In Alphabetical Order by Last Name*

Judy Nash	Public Agency - Education
Katherine Richter	Transit User

Others Present: *In Alphabetical Order by Last Name*

April Cobb	FAST
Christine Cuevas	C.A.R.E. Evaluators
Cecilia de Leon	STA
Ron Grassi	STA
Bisi Ibrahim	SolTrans
David Lee	C.A.R.E. Evaluators
Debbie McQuilkin	STA
Elizabeth Richards	STA Consultant
John Sanderson	SolTrans
Brandon Thomson	STA
Claudia Williams	Dixon Read-Ride

2. APPROVAL OF AGENDA

On a motion by Teri Ruggiero and a second by Ernest Rogers, the PCC approved the agenda. (7 Ayes)

3. OPPORTUNITY FOR PUBLIC COMMENT

None.

4. PRESENTATIONS

A. Solano County Transit (SolTrans) Overview

Presented by: Bisi Ibrahim

Bisi Ibrahim presented SolTrans new website; SolTrans local weekday service expansion and holiday service; Mobile Ticketing Token Transit App; Subsidized Lyft Program in Benicia; and Website comment form.

5. CONSENT CALENDAR

A. Minutes of the PCC Meeting of October 3, 2019

Recommendation:

Approve PCC meeting minutes of October 3, 2019.

On a motion by Ernest Rogers and a second by Teri Ruggiero, the PCC unanimously approved the recommendation. (6 Ayes, 1 Abstention)

6. ACTION ITEMS – DISCUSSION

A. Discussions on 2020 PCC Draft Work Plan, 2020 PCC Draft Outreach Plan and 2020 PCC Meeting Locations

Debbie McQuilkin reviewed the minor changes on the PCC Work and Outreach Plans, and presented the secured locations for the 2020 PCC meetings.

Recommendation:

1. Forward a recommendation to the STA Board to approve the 2020 Draft PCC Work Plan.
2. Approve the 2020 PCC Outreach Plan.
3. Approve the 2020 PCC Meeting Locations.

On a motion by Richard Burnett and a second Brian McLaughlin, the PCC unanimously approved the recommendation. (7 Ayes)

B. PCC Chair and Vice Chair Nominations

The group discussed the voting process, and the PCC elected Ernest Rogers as Chair and Lisa Hooks as Vice-Chair.

Recommendation:

The members of the PCC will take a vote to select the Chair and Vice Chair to a term running from January 2020 through December 2022.

On a motion by Teri Ruggiero and a second by James Williams, the PCC unanimously approved the recommendation. (7 Ayes)

7. INFORMATIONAL ITEMS – DISCUSSION

A. Community Based Transportation Plan (CBTP) – Interactive Expo Update

Elizabeth Richards reviewed the objective of the CBTP and explained the voting process for the transportation projects to prioritize funding. It was further noted that the CBTP will include strategies beyond the participatory budgeting projects.

B. Local Taxi Program Update

Debbie McQuilkin reviewed staff's recommendation to support SolTrans' request for STA to manage their local taxi program. Ms. McQuilkin outlined the new program guidelines and summarized the requirements for the program.

C. STA Staff Update

GoGo Grandparent

Debbie McQuilkin informed the Committee that the modified guidelines to the Medical Trip Concierge Program was approved by the STA Board at the October 9, 2019 meeting.

PCC Membership

Debbie McQuilkin informed the Committee that the membership appointment and re-appointment were approved by the STA Board at the December 11, 2019 meeting. The group welcomed Brian McLaughlin to the Committee.

Amtrak Wayfinding

Ron Grassi stated that this item is still a work in progress.

Ridership Survey

Brandon Thomson reviewed the development of the 2019 Ridership Survey and Analysis Study. Mr. Thomson reported that STA has obtained consultant services to assist in the preparation of the study.

8. TRANSIT OPERATOR UPDATES

- A. Dixon Redit-Ride: Claudia Williams
- B. Fairfield and Suisun Transit (FAST): April Cobb
- C. Rio Vista Delta Breeze: Brandon Thomson
- D. Solano County Transit (SolTrans): Bisi Ibrahim/John Sanderson
- E. Vacaville City Coach: Not Present

9. COMMENTS FROM MEMBERS, STAFF AND REPRESENTATIVES FROM ADVISORY COMMITTEES

Ernest Rogers raised safety issue at the bus terminal in downtown Vallejo during the power shutoffs. Chair Hooks concurred and noted that it is a community issue.

Richard Burnett discussed the “pop-up” workshops held around the region by MTC as part of the development of Plan Bay Area 2050. Mr. Burnett shared an online tool called *Mayor of Bayville*, where residents from of all nine Bay Area counties can participate to prioritize and comment on proposed strategies.

Terri Ruggiero announced that effective February 1, 2020, IHSS providers will need to enroll in the electronic services portal or the telephone timesheet option to submit timesheets for Solano County.

James Williams expressed his gratitude to the Council.

Cynthia Tanksley commented on SolTrans’ process for returning calls. Ms. Tanksley also raised safety concern on the SolTrans cut out bus.

10. FUTURE AGENDA ITEMS PCC COMMENTS

- A. Solano Mobility Study Plan**
- B. Amtrak Platform Wayfinding at Vacaville Station**
- C. Equity Chapter Update**
- D. First and Last Mile Program Update**
- E. Taxi Card Program Update**
- F. Final PCC 2020 Work Plan**

11. ADJOURNMENT

The meeting adjourned at 2:27 p.m. The next regular meeting of the PCC is scheduled to meet at **1:00 p.m., Thursday, January 16, 2020** at the **Joseph Nelson Community Center, Room A, 611 Village Drive, Suisun City, CA 94585.**

PCC

DATE: January 2, 2020
TO: Paratransit Coordinating Council (PCC)
FROM: Debbie McQuilkin, Transit Mobility Coordinator
RE: Proposal to Expand and Modify Golden Pass Program to include SolanoExpress

Background:

Both Vacaville City Coach and FAST began the Golden Pass Program in their respective cities in 2014. The Golden Pass Program is offered to the local residents of Vacaville, Fairfield and Suisun who are age 80 or older. The pass holders may ride FAST and Vacaville City Coach local buses free of charge. Additionally, each operator will accept the others Golden Passes for the added convenience to the rider.

To date, approximately 700 passes have been issued between the two agencies. The Golden Pass is tracked as a free ride for City Coach and therefore, there is no data as to how often it is actually being used. FAST has been able to track the use of the pass since July, 2018, and has reported it is used an average of 400 times a month.

Discussion:

At an Intercity Funding Working Group Meeting on October 7, 2019, it was proposed by City Coach and FAST staff that the Golden Pass be made available for use on SolanoExpress Intercity routes. It was suggested that the Golden Pass Program encourages more people to try transit, increases mobility and access to the services to meet the needs for older adults who may have limited income and ability to drive. And, that while no revenue would be generated by the pass holders themselves, future TDA funding could be increased based on total ridership.

To implement the Golden Pass Program on the SolanoExpress routes, SolTrans would be required to accept this media. SolTrans staff has no objection to offering the program; however, prefers not to print additional media or track usage. SolTrans' preference is for the transit drivers to request ID's for eligible riders upon boarding the bus.

The following options for implementation are proposed for discussion:

1. All operators adopt the existing Golden Pass (attachment A) to include each logo
2. All operators adopt checking IDs, vs. a paper media Golden Pass
3. STA staff processes applications and issues Golden Pass media for SolTrans jurisdiction eligible riders.

Fiscal Impact:

Approximate annual cost of program would be \$24,000. This is based on 400 rides per month at \$5 per ride times 12 months.

Recommendation:

Forward a recommendation to STA Board to approve the following:

1. Expand the Golden Pass Program to SolanoExpress routes; and
2. Modify the Golden Pass Program to show ID to ride for free for Solano County residents who are age 80 or older.

This page intentionally left blank.

PCC

DATE: January 7, 2020
TO: Paratransit Coordinating Council (PCC)
FROM: Triana Crighton, Assistant Planner
RE: Comprehensive Transportation Plan (CTP) Equity Chapter

Background:

The purpose of the Equity Chapter of STA's Comprehensive Transportation Plan (CTP) is to be proactive in engaging the public on their mobility needs, exploring existing transportation inequities within the county, and creating equity strategies and/or principles to guide future transportation project and program development.

Previously, the STA has addressed equity informally or specifically through past projects and programs. Examples include work completed as part of the Solano Lifeline Program for low income residents, Community-Based Transportation Plans, Climate Action Plans, various Mobility programs for older adults and persons with disabilities, Safe Routes to School programs and projects for students. Formally addressing transportation equity will be important for the STA moving forward as Solano County continues to diversify and age, and the regional and State emphasis on the issue.

At the January STA Board Meeting, the STA Board recommended members for the Equity Working Group. The Equity Chapter Working Group has been established to include a diverse group of participants - their primary purpose is to discuss issues of equity within the county, how they relate to transportation, and how STA can be more proactive in addressing inequities.

Part of the process in the development of the Equity Chapter for the CTP has been the creation of the Transportation Equity Guiding Principles – developed and championed by the individuals serving as part of STA's Equity Working Group.

Discussion:

The Equity Working Group developed the Comprehensive Transportation Plan's (CTP) Equity Guiding Principles which was approved by the STA Board at their October 9th meeting. These guiding principles were the basis for the CTP's Equity Chapter which was reviewed by the Equity Working Group in October.

The Equity Chapter is the STA's first attempt to define equity and environmental justice in the context of transportation. It includes maps that identify where Solano County's most vulnerable populations are located as defined by the State and the Region. It also provides an inventory of regional equity initiatives and potential performance measures to consider for future planning documents.

The Equity Working Group recommended the Equity Chapter for public comment followed by the SolanoExpress Consortium and STA Technical Advisory Committee at their November 19th and 20th meeting, respectively. The Equity Chapter has since been released for a public comment period of 30 days; the chapter is accessible via STA's website.

Fiscal Impact:

None.

Recommendation:

None.

This page intentionally left blank.

PCC

DATE: January 8, 2020
TO: Paratransit Coordinating Council (PCC)
FROM: Debbie McQuilkin, Mobility Transit Coordinator
RE: Paratransit Coordinating Council (PCC) Membership Update

Background:

Paratransit Coordinating Council (PCC) is a citizen's advisory committee to the Solano Transportation Authority (STA) that represents the older adults, people with disabilities and low-income residents of Solano County. The members of the PCC are volunteers from the local community and local social service agencies. The term of service on the Council shall be three years. A member may continue to serve through reappointment by the STA Board.

The Solano Transportation Authority's (STA) Paratransit Coordination Council (PCC) By-Laws stipulate that there are eleven members of the PCC. Members of the PCC include up to three (3) transit users, two (2) members-at-large, two (2) public agency representatives, three (3) social service providers and one (1) representative from MTC Policy Advisor Council.

Discussion:

The term for Lisa Hooks, Social Services Provider, expired in December, 2019. STA staff corresponded with Ms. Hooks on January 7, 2020 and confirmed that she is interested in reappointment to her position on the PCC for another 3-year term.

On December 26, 2019, STA staff received an Advisory Committee Interest Form from Heather Barlow for the vacant position of Social Services Provider. Ms. Barlow is attending this PCC meeting to confirm her interest in joining the Committee. If recommended for Board approval by members of the PCC, Heather Barlow would fill the last vacancy of Social Services Provider

Fiscal Impact:

None.

Recommendations:

Forward a recommendation to the STA Board to appoint Heather Barlow as Social Services Provider and re-appoint Lisa Hooks, Social Services Provider.

Attachments:

- A. Membership Status
- B. Heather Barlow Membership Interest Form

Solano County
Paratransit Coordinating Council
Membership Status
January 2020

Member	Jurisdiction	Agency	Appointed	Term Expires	Chair/Vice-Chair Appointment
James Williams	Member at Large		December 2012	December 2021	
Brian McLaughlin	Member at Large		December 2019	December 2022	
Richard Burnett	MTC PAC Representative		December 2012	December 2021	
Judy Nash	Public Agency - Education	Solano Community College	April 2016	December 2022	
Teri Ruggiero	Public Agency – Health and Social Services	ODAS	September 2018	September 2021	
Cindy Hayes	Social Service Provider	Independent Living Resources	October 2017	January 2020	January 2018
VACANT	Social Service Provider				
Lisa Hooks	Social Service Provider	State Council on Developmental Disabilities	December 2016	December 2019	December 2019
Cynthia Tanksley	Transit User		September 2018	September 2021	
Ernest Rogers	Transit User		June 2014	September 2020	December 2019
Katherine Richter	Transit User		September 2018	September 2021	

Solano Transportation Authority Citizen Advisory Committees: These committees provide funding, project, and policy recommendations to the STA Board.

Bicycle Advisory Committee (BAC)
The BAC updates and monitors the progress of the Solano Countywide Bicycle Plan and make funding recommendations for countywide bicycle priority projects to the STA Board of Directors, the seven cities and the County.

Consolidated Transportation Services Agency (CTSA) Advisory Committee
The CTSA provides countywide coordination to pursue Mobility funding, and works to identify and facilitate implementation of various Mobility Programs and Services to support Mobility for Solano County Seniors, People with Disabilities and Low Income.

Paratransit Coordinating Council (PCC)
The PCC represents the seniors and people with disabilities of Solano County. The members of the PCC are volunteers from the local community and local social service agencies. The PCC provides input and guidance on the development and implementation of transportation programs serving the community of seniors and people with disabilities.

Pedestrian Advisory Committee (PAC)
The PAC updates and monitors the progress of the Solano Countywide Pedestrian Plan and making funding recommendations for countywide pedestrian related projects to the STA Board of Directors, the seven cities and the County.

Safe Routes to School (SR2S) Advisory Committee
The SR2S Advisory Committee guides the STA's Solano Safe Routes to School Program by identifying projects and funding options available for the program.

Senior and People with Disabilities Transportation Advisory Committee (SPDTAC)
Established in 2009, the SPDTAC provides a countywide forum for coordination and funding of seniors and people with disabilities transportation mobility services.

For document translation please call:
Para la llamada de traducción de documentos:
Para sa mga dokumento tawag sa pagpapalit:
Dokumen talipon galing sa:
對於文檔翻譯電話
707-399-3239

STA ADVISORY COMMITTEE INTEREST FORM

CONTACT INFORMATION
Name Heather Barlow
Street Address 975 Severino Dr
City, State, Zip Vallejo CA 94589
Phone 707-651-57380 Home Cell work X
Email Address heather.x.barlow@kp.org

I would like to be considered to fill a position on the following committee:
 BAC CTSA PCC PAC SR2S SPD-TAC

I am applying for the open position of: (Check one)
 Citizen Member-at-Large Public Agency Social Service Provider Transit User

Letter of intent/interest to serve on an STA Citizen Advisory Committee
Summarize the reason you would like to participate in one of the STA's Citizen Advisory Committees. Include what experience (work or otherwise) qualifies you:
I have been in the social work field for 20 years. In the past 13 years, I have worked with the elderly & disabled. I am in tune with their needs.

Agreement and Signature
By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed) Heather Barlow, MSW
Signature [Signature] Date 12/15/19

Scissors and tape closed, this side interior

This page intentionally left blank.

PCC

DATE: January 6, 2020
TO: Paratransit Coordinating Council (PCC)
FROM: Debbie McQuilkin, Transit Mobility Coordinator
RE: STA Staff Update

This item will be discussed at the PCC meeting:

1. PCC 2020 Work Plan