



SOLANO TRANSPORTATION AUTHORITY

Member Agencies:
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One Harbor Center, Suite 130, Suisun City, CA 94585-2473 ♦ Telephone (707) 424-6075 / Fax (707) 424-6074
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PCC

**SOLANO
PARATRANSIT COORDINATING COUNCIL (PCC)
AGENDA**

::::: Please Note New Location :::::

**1:00 – 3:00 p.m.
Thursday, September 21, 2017
Fairfield Community Center
Willow Hall
1000 Kentucky Street
Fairfield, CA 94533**

<u>ITEM</u>	<u>STAFF PERSON</u>
1. CALL TO ORDER	Chair Rogers
2. CONFIRM QUORUM	
3. INTRODUCTIONS (1:00 – 1:05 p.m.)	
4. APPROVAL OF AGENDA (1:05 – 1:10 p.m.)	
5. OPPORTUNITY FOR PUBLIC COMMENT (1:10 – 1:15 p.m.)	
6. COMMENTS FROM STAFF AND REPRESENTATIVES FROM ADVISORY COMMITTEES	
1. Richard Burnett, MTC/PAC Representative	
2. Vacant, Seniors & People with Disabilities TAC Representative	
3. Ernest Rogers, CTSA-AC Representative	
(1:15 – 1:20 p.m.)	
7. PRESENTATIONS	
A. Clipper Card Information	Amy Antunano, STA
B. First/Last Mile Shuttle Update	Sean Hurley, STA
(1:20 – 1:40 p.m.)	

PCC MEMBERS

<u>Richard Burnett</u> MTC PAC Representative	<u>Lisa Hooks</u> Public Agency - Health & Social Services	<u>Vacant</u> Member at Large	<u>Judy Nash</u> Public Agency - Education	<u>Rachel Ford</u> Social Services Provider	<u>Ernest Rogers –Chair</u> Transit User
<u>Vacant</u> Social Services Provider	<u>Cynthia Tanksley</u> Transit User	<u>James Williams</u> Member at Large	<u>Kenneth Grover</u> Transit User	<u>Anne Payne – Vice-Chair</u> Social Service Provider	

8. CONSENT CALENDAR

Recommendation: Approve the following consent item.

(1:40 – 1:45 p.m.)

A. Minutes of the PCC Meeting of July 20, 2017

Sheila Ernst, STA

Recommendation:

Approve PCC meeting minutes of July 20, 2017.

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9. ACTION ITEMS – DISCUSSION

A. Fiscal Year (FY) 2017-18 Transportation Development Act (TDA) Claims for the City of Dixon, the City of Fairfield and the City of Rio Vista

Liz Niedziela, STA

Recommendations:

Review and forward a recommendation to MTC to approve:

1. The City of Dixon's FY 2017-18 TDA Claim for \$736,537 for operating and capital projects.
2. The City of Fairfield's FY 2017-18 TDA Claim for \$5,319,799 for operating and capital projects.
3. The City of Rio Vista's FY 2017-18 TDA Claim for \$334,268 for operating and capital projects.

(1:45 – 2:00 p.m.)

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B. PCC Membership Status Update

Liz Niedziela, STA

Recommendations:

1. Forward a recommendation to the STA Board to reappoint Kenneth Grover, Transit User, for an additional three (3) year term after receiving Kenneth Grover's confirmation.
2. Forward a recommendation to the STA Board to appoint Cindy Hayes for a three (3) year term as Social Services Provider member to the PCC.

(2:00 – 2:10 p.m.)

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C. Appoint a Paratransit Coordinating Council Representative to the Solano Seniors and People with Disabilities Transportation Advisory Committee (SSWPD-TAC)

Liz Niedziela, STA

Recommendation:

PCC to approve an appointment to the SSPWD-TAC as a PCC Representative.

(2:10 – 2:20 p.m.)

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10. INFORMATIONAL ITEM – DISCUSSION

A. 2018 PCC Draft Work Plan and Outreach Plan Discussion

Liz Niedziela, STA

(2:20 – 2:30 p.m.)

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11. FUTURE AGENDA ITEMS AND PCC COMMENTS

Group

1. Lifeline Update
 2. Annual Ridership Update
 3. Solano Intercity Taxi Scrip Phase II Update
 4. Solano Mobility Summit Update
 5. Solano Community College Transit Fare App.
 6. Solano Mobility Travel Training Annual Report
 7. MTC Presentation on Clipper 2.0.
 8. Solano Mobility Call Center Annual Report
 9. Solano Intercity Taxi Scrip Annual Report
 10. Countywide ADA Eligibility Annual Report Update
- (2:30 – 2:40 p.m.)

12. TRANSIT OPERATOR UPDATES

Group

- A. Dixon Redit-Ride
 - B. Fairfield and Suisun Transit – FAST
 - C. Rio Vista Delta Breeze
 - D. SolTrans – Solano County Transit
 - E. Vacaville City Coach
 - F. Solano Intercity Taxi Scrip
- (2:40 – 3:00 p.m.)

13. INFORMATIONAL ITEM – NO DISCUSSION

- A. 2017 PCC Meetings and Locations**
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Sheila Ernst, STA

14. ADJOURNMENT

The next regular meeting of the PCC is scheduled to meet at 1:00 p.m., Thursday, November 16, 2017 at the SolTrans Operations & Maintenance Facility Conference Room located at 1850 Broadway Street in Vallejo, CA 94590.

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

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PCC
SOLANO PARATRANSIT COORDINATING COUNCIL
AGENDA
Draft Minutes for the Meeting of
July 20, 2017

1. CALL TO ORDER

Ernest Rogers called the meeting to order at 1:10 p.m. in the Commission Room in Benicia.

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

Richard Burnett	MTC PAC Representative
Rachel Ford	Social Service Provider
Lisa Hooks	Social Service Provider
Ernest Rogers	Chair, Transit User
Cynthia Tanksley	Transit User
James Williams	Member-at-Large

Voting Members Not Present: *In Alphabetical Order by Last Name*

Kenneth Grover	Transit User
Judy Nash	Public Agency – Education
Anne Payne	Vice-Chair, Social Services Provider – Senior Living Facility

Also Present: *In Alphabetical Order by Last Name*

Myron Banez	SolTrans
Max Davina	STA Intern
Sheila Ernst	Solano Transportation Authority (STA)
Erika Hansen	STA Intern
Lauri Hebler	Benicia Transportation
Sean Hurley	Solano Transportation Authority (STA)
Bisi Ibrahim	Solano County Transit (SolTrans)
Vicki Jacobs	Dixon Redit-Ride
Veronica Jones	Connections for Life (CFL)
Debbie McQuilkin	Solano Transportation Authority (STA)
April Mercado	SolTrans
Liz Niedziela	Solano Transportation Authority (STA)
Sandy Nelson	Solano County Council of the Blind (SCCB)
Mandy Renshaw	SolTrans
Brandon Thomson	Solano Transportation Authority (STA)
Debbie Whitbeck	Fairfield and Suisun Transit (FAST)

2. CONFIRM QUORUM

A quorum was confirmed.

3. INTRODUCTIONS

The group dispensed with self-introductions.

4. APPROVAL OF AGENDA

With a motion by Cynthia Tanksley and a second by Rachel Ford, the PCC approved the agenda.

(6 Ayes, 5 Absent)

5. OPPORTUNITY FOR PUBLIC COMMENT

None.

6. COMMENTS FROM STAFF AND REPRESENTATIVES FROM THE PARATRANSIT COORDINATING COUNCIL

1. Richard Burnett, MTC/PAC Representative provided an update to the committee members regarding various updates at the Metropolitan Transportation Commission (MTC).

2. Vacant, Seniors & People with Disabilities TAC Representative. Debbie McQuilkin asked PCC Members that are interested in becoming the Seniors & People with Disabilities TAC Representative to email her at dmcquilkin@sta.ca.gov.

Benicia Mobility Summit fliers were handed out to each PCC member.

3. Ernest Rogers, Consolidated Transportation Services Agency Advisory Committee (CTSA-AC) Representative, announced that the next CTSA-AC meeting will be held on September 28, 2017 located at the 675 Texas Street in Fairfield.

Rachel Ford asked the group to visit the new network of care for seniors website at www.solanocares4seniors.org.

Debbie McQuilkin invited the PCC members to participate in upcoming Travel Training, Taxi Scrip and Mobility Call Center videos. She asked interested participants to contact for more information.

7. PRESENTATIONS

A. SolTrans New Technologies

Mandi Renshaw provided a brief presentation on the SolTrans New Technologies. She explained that all SolTrans buses, the Vallejo Transit Center and the Park and Ride lots are equipped with security cameras to ensure commuter safety before during and after their trips. She added that Clipper is also accepted on all of the buses with the exception of paratransit and dial-a-ride (DART). She outlined the SolTrans MyRide Paratransit network texting and automated systems. Ms. Renshaw concluded her presentation by reviewing the new on-board free WIFI and the Quantum securement system technologies for wheel chairs.

The group discussed ways to improve the Clipper Card system and requested to agendize this topic to a future meeting.

8. CONSENT CALENDAR

A. Minutes of the PCC Meeting of May 18, 2017.

Recommendation:

Approve the PCC minutes of May 18, 2017.

With a motion by Lisa Hooks and a second by Richard Burnett, the PCC approved the recommendation. (5 Ayes, 5 Absent)

9. ACTION ITEM

A. Fiscal Year (FY) 2017-18 Transportation Development Act (TDA) Claims for the City of Dixon, Solano County Transit (SolTrans) and Solano Transportation Authority (STA)

Liz Niedziela explained that TDA funds are shared among agencies to fund joint services such as SolanoExpress intercity bus routes and Intercity Taxi Scrip Program. She stated that the STA works with the transit operators and prepares an annual TDA matrix to clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds.

Sandy Nelson commented that the taxi scrip provided in braille should be on thicker paper.

Brandon Thomson said he would look into the feasibility of providing taxi scrip on thicker paper.

Recommendations:

Review and forward a recommendation to MTC to approve:

1. The City of Dixon's FY 2017-18 TDA Claim for \$766,753 for operating and capital projects.
2. SolTrans' FY 2017-18 TDA Claim for \$8,335,741 for operating and capital projects.
3. STA's FY 2017-18 TDA Claim for \$1,445,541 for operating and capital projects.

With a motion by Rachel Ford and a second by Lisa Hooks, the PCC approved the recommendation. (6 Ayes, 4 Absent)

B. Mobility Management: Consolidated Transportation Services Agency (CTSA) Re-Designation

Liz Niedziela explained that an effective CTSA functions as a proactive facilitator of transportation coordination among multiple agencies creating solutions to travel needs by directly providing services coordinate and/or share funding, procurement, training, services, capital assets, facilities and other functions. Ms. Niedziela stated that the STA Board approved the Solano Mobility Management Plan in April 2014. Liz Niedziela concluded that on May 2017, the STA Board authorize the Executive Director to submit a letter to MTC requesting CTSA Re-Designation.

Recommendation:

Authorize the Chair or Vice-Chair to submit a letter to MTC providing support for STA CTSA Re-Designation.

With a motion by Rachel Ford and a second by Richard Burnett, the PCC approved the recommendation. (6 Ayes, 5 Absent)

C. PCC Membership Status Update

Debbie McQuilkin provided a brief update on the PCC membership. She explained that on May 18, 2017, PCC meeting, it was mentioned that Edith Thomas submitted her resignation as a Social Services Provider for the PCC. She added that STA staff received Lyall Abbott's letter of resignation as a Member-At-Large. Ms. McQuilkin added membership terms for Transit Users Ernest Rogers and Kenneth Grover are due for renewal in which Ernest Rogers has confirmed he would like to be reappointed. She concluded that the 2nd recommendation may be pulled depending on Kenneth's response.

The group decided to table the second recommendation since Kenneth Grover has not agreed to be reappointed as this time and was absent at the meeting.

Recommendations:

1. Forward a recommendation to the STA Board to reappoint Ernest Rogers, Transit User, for an additional three (3) year term.
2. ~~Forward a recommendation to the STA Board to reappoint Kenneth Grover, Transit User, for an additional three (3) year term.~~

With a motion by Lisa Hooks and a second by Rachel Ford, the PCC approved the recommendation as amended above in ~~strike through~~, ***bold and italics***. (6 Ayes, 5 Absent)

10. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS

- Potential Future First/Last Mile Locations – Presentation
- Clipper Card Discussion/Presentation
- Presentation on the Mobility Call Center
- Fairfield Transit Center (FTC) Security

11. TRANSIT OPERATOR UPDATES

Dixon Read-Ride: Vicki Jacobs provided an update on the Dixon Read-Ride service.

Fairfield and Suisun Transit: None.

Rio Vista Delta Breeze: None.

SolTrans: Mandi Renshaw provided a brief update on the SolTrans service and promotions.

Vacaville City Coach: None.

Solano Intercity Taxi Scrip Program Update: Brandon Thomson provided a brief update.

12. INFORMATIONAL ITEMS – NO DISCUSSION

A. 2017 PCC Meetings and Locations

13. ADJOURNMENT

The meeting adjourned at 3:00 p.m. The next regular meeting of the PCC has been confirmed to meet at **1:00 p.m., Thursday, September 21, 2017** at the Solano Community College in the Cafeteria, located at 4000 Suisun Valley Road, Fairfield, CA 94533.

PCC

DATE: August 29, 2017
TO: Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager
RE: Fiscal Year (FY) 2017-18 Transportation Development Act (TDA) Claims for the City of Dixon, the City of Fairfield and the City of Rio Vista

Background:

The Transportation Development Act (TDA) was enacted in 1971 by the California Legislature to ensure a continuing statewide commitment to public transportation. This law imposes a one-quarter-cent tax on retail sales within each county for this purpose. Proceeds are returned to counties based upon the amount of taxes collected, and are apportioned within the county based on population. To obtain TDA funds, local jurisdictions must submit requests to regional transportation agencies that review the claims for consistency with TDA requirements. Solano County agencies submit TDA claims to the Metropolitan Transportation Commission (MTC), the Regional Transportation Planning Agency (RTPA) for the nine Bay Area counties.

TDA funding is used for public transit services, transportation for seniors and people with disabilities, regional transportation planning, and bicycle and pedestrian programs. MTC requires agencies to have public review of the TDA Article 4 & 8 claims by the Paratransit Coordinating Council (PCC) before they can be approved. However, MTC is not obligated to the recommendations made by the PCC.

Discussion:

TDA funds are shared among agencies to fund joint services such as SolanoExpress intercity bus routes and Intercity Taxi Scrip Program. To clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds, the STA works with the transit operators and prepares an annual TDA matrix. The TDA matrix is approved by the STA Board and submitted to MTC to provide MTC guidance when reviewing individual TDA claims. The TDA matrix for FY 2017-18 will be submitted to the STA Board for approval on September 13, 2017.

As required by MTC Resolution 1209, the City of Dixon, SolTrans and STA is submitting their FY 2017-18 Transportation Development Act (TDA) Article 4 and 8 claims for consideration by the PCC.

Discussion:

For FY 2017-18, the following three TDA claims are being brought forward for review:

City of Dixon Revised

The City of Dixon is requesting \$736,537 in TDA funds which includes \$30,216 from the Vallejo/Benicia TDA funds. The \$30,216 from Vallejo/Benicia completes swaps of LCTOP funds from FY 2015-16 and FY 2016-17, and will be used for operating. The TDA funds in the amount of \$446,537 will be used for operating, and \$290,000 will be used for capital projects. The City of Dixon's capital projects include:

- \$190,000 for two vehicle replacements

- \$100,000 for transit IT upgrade

The City of Dixon's TDA Claim will be consistent with the TDA matrix going to the STA Board for approval on September 13, 2017.

City of Fairfield/Suisun City (FAST)

The City of Fairfield is requesting \$5,319,799 in TDA funds. Consistent with prior years, the request includes both Fairfield and Suisun City's TDA funds. TDA funds in the amount of \$3,177,840 will be used for operating and \$2,141,959 will be used for capital projects. The City of Fairfield's capital projects include:

- Fleet Repowers/Engine Replacements
- Miscellaneous Small Capital
- Extensive Bus Maintenance
- Parking Program Implementation
- FTC/Train Station Interior Improvements and Security Cameras
- NextBus Signage and West Texas Gateway (match)

The City of Fairfield's TDA Claim will be consistent with the TDA matrix going to the STA Board for approval on September 13, 2017.

City of Rio Vista

The City of Rio Vista is requesting \$411,811 in TDA funds which includes \$334,268 in their local TDA funds, \$65,000 from the City of Dixon TDA funds, and \$12,543 from the SolTrans TDA funds. The \$65,000 from the City of Dixon, to be used for operations, was authorized by the STA Board on May 10, 2017. The action authorized Rio Vista to claim \$65,000 against Dixon's Intercity Bus Replacement TDA reserves, following Rio Vista's unsuccessful FTA 5310 application. The \$12,543 from SolTrans completes swaps of LCTOP funds from FY 2015-16 and FY2016-17, and will be used for operating. The City of Rio Vista's TDA funds in the amount of \$315,968 will be used for operating, and \$18,300 will be used for capital projects. The City of Rio Vista's capital project includes:

- \$18,300 for the local match for one vehicle replacement

The City of Rio Vista's TDA Claim will be consistent with the TDA matrix going to the STA Board for approval on September 13, 2017.

Recommendations:

Review and forward a recommendation to MTC to approve:

1. The City of Dixon's FY 2017-18 TDA Claim for \$736,537 for operating and capital projects.
2. The City of Fairfield's FY 2017-18 TDA Claim for \$5,319,799 for operating and capital projects.
3. The City of Rio Vista's FY 2017-18 TDA Claim for \$411,811 for operating and capital projects.

Attachments:

- A. City of Dixon's TDA Summary
- B. City of Fairfield's TDA Summary
- C. The City of Rio Vista's TDA Summary

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PCC

DATE: September 11, 2017
TO: Paratransit Coordinating Council
FROM: Debbie McQuilkin, Mobility Transit Coordinator
RE: PCC Membership Status Update

Background:

Paratransit Coordinating Council (PCC) is a citizen's advisory committee to the Solano Transportation Authority (STA) that represents the seniors, 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:

At the July 20, 2017, PCC meeting, it was mentioned that the membership terms for Transit Users Ernest Rogers and Kenneth Grover were due for renewal. The PCC approved to forward a recommendation to the STA Board to approve the reappointment of Mr. Rogers to the PCC as a Transit User. As of the writing of this staff report, the recommendation will be going to the STA Board on September 13, 2017.

Kenneth Grover was not present at that meeting, but has since confirmed he would like to be reappointed.

It was also mentioned that there is one (1) vacancy for a Member at Large and one (1) vacancy for Social Services Provider. Cindy Hayes from Independent Living Resources has confirmed interest in serving as a Social Services Provider member on the PCC and has submitted an interest form.

Recommendations:

1. Forward a recommendation to the STA Board to reappoint Kenneth Grover, Transit User, for an additional three (3) year term after receiving Kenneth Grover's confirmation.
2. Forward a recommendation to the STA Board to appoint Cindy Hayes for a three (3) year term as Social Services Provider member to the PCC.

Attachments:

- A. PCC Membership Status (September 2017)
- B. Kenneth Grover Interest Email
- C. Cindy Hayes Interest Form

Solano County
Paratransit Coordinating Council
Membership Status
September 2017

Member	Jurisdiction	Agency	Appointed	Term Expires	Chair/Vice-Chair Appointment
James Williams	Member at Large		December 2012	December 2018	
VACANT	Member at Large				
Richard Burnett	MTC PAC Representative		December 2012	December 2018	
Judy Nash	Public Agency - Education	Solano Community College	April 2016	April 2019	
Rachel Ford	Public Agency – Health and Social Services	Wellness/ Recovery Unit	February 2016	February 2019	
VACANT	Social Service Provider				
Anne Payne	Social Service Provider	Senior Living Facility	June 2013	September 2019	January 2016
Lisa Hooks	Social Service Provider	State Council on Developmental Disabilities	December 2016	December 2019	
Cynthia Tanksley	Transit User		February 2015	February 2018	
Ernest Rogers	Transit User		June 2014	June 2017- Seeking Reappointment	January 2016
Kenneth Grover	Transit User		June 2014	June 2017- Seeking Reappointment	

Deborah McQuilkin

From: Deborah McQuilkin
Sent: Tuesday, July 25, 2017 7:47 AM
To: 'Kenny Grover'
Cc: Liz Niedziela
Subject: RE: PCC Membership

Good Morning Kenny,

Thank you very much! We are very happy that you would like to be re-appointed to the PCC. We will make this an action item at our next meeting, which will be Thursday, September 21st at the Solano Community College.

Thank you again!
 Debbie

-----Original Message-----

From: Kenny Grover [mailto:kengbenicia@gmail.com]
Sent: Saturday, July 22, 2017 8:17 PM
To: Deborah McQuilkin <dmcquilkin@sta.ca.gov>
Subject: Re: PCC Membership

YES I WOULD BE INTERESTED
 IN RENEWING MY
 MY MEMBERSHIP BUT]
 IT IS SOMETIMES
 HARD FOR ME
 TO COME TO PCC METTINGS
 IS THIS OK

KENNY GROVER

On 7/6/17, Deborah McQuilkin <dmcquilkin@sta.ca.gov> wrote:

> Good Morning Kenneth,
 >
 > I hope you are doing well :) While I was preparing the Membership
 > Status update for our upcoming PCC meeting, I noticed that your membership term
 > expired at the end of June! Would you be interested in renewing your
 > membership status? We are truly hoping so :)
 >
 > I will call you as well to talk about it.
 >
 > Thank you and have a great day!
 >
 > Debbie McQuilkin
 > [cid:image002.png@01D2A495.6A1948D0]
 > Solano Transportation Authority
 > Transit Mobility Coordinator
 > 1 Harbor Center, Ste 130
 > Suisun, CA 94585

What is the Paratransit Coordinating Council (PCC)

The PCC provides input and guidance on the development and implementation of transportation programs to serve seniors, people with disabilities and low income residents.

The members of the PCC are volunteers from the local community and local social service agencies.

The PCC also makes funding recommendations to the Solano Transportation Authority (STA) and the Metropolitan Transportation Commission (MTC).

Some specific functions may include:

- Advising policy-makers about the allocation of resources, services, and funding necessary to meet demand for paratransit services.
- Reviewing applications for paratransit funding and making recommendations on funding guidelines and amounts.
- Participating in the development of plans to increase and improve paratransit and other mobility services and programs for seniors, people with disabilities and low income residents.
- Educating the community, people with disabilities and seniors, Solano County transit agencies, the STA, and PCC members about paratransit needs, fixed route accessibility, and other mobility services and needs of seniors, people with disabilities and low income individuals.

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Paratransit Coordinating Council interest



CONTACT INFORMATION

Name: Cindy Hayes
 Street address: _____
 City, state, zip: _____
 Home phone: _____
 Work phone: _____
 Email address: _____

I WOULD LIKE TO FILL THE FOLLOWING POSITION

- Transit user (3) Member-at-large (2) Public agency (2) Social service provider (4)

LETTER OF INTEREST TO SERVE ON THE STA'S PARATRANSIT COORDINATING COUNCIL

Summarize the reason you would like to participate in the STA's Paratransit Coordinating Council. Include what experience (paid or volunteer) qualifies you:

I CURRENTLY WORK FOR INDEPENDENT LIVING RESOURCES AS A TRAVEL TRAINER. I WOULD LIKE TO CONTINUE AND EXPAND MY EFFORTS IN ASSISTING SENIORS AND PEOPLE WITH DISABILITIES.

AGREEMENT AND SIGNATURE

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand 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): Cynthia R. Hayes
 Signature: [Handwritten Signature]
 Date: 9/11/17



PCC

DATE: August 25, 2017
TO: Solano Paratransit Coordinating Council
FROM: Debbie McQuilkin, Transit Mobility Coordinator
RE: Appoint a Paratransit Coordinating Council (PCC) representative to the Solano Seniors and People with Disabilities Transportation Advisory Committee

Background:

The Solano Transportation Authority (STA) formed the Senior and People with Disabilities Transportation Advisory Committee (TAC) in December 2009 to provide a countywide forum for coordination and funding of transportation services for seniors and people with disabilities. This committee makes recommendations to the STA Board. Members include representatives from Solano County Transit Operators, Solano County Health and Social Services and Transportation, non-profits, the PCC, the Senior Coalition, Solano Community College, medical providers, two (2) STA Board Liaisons, and eight (8) at-large members.

The position for Paratransit Coordinating Council (PCC) representative is currently vacant.

Discussion:

At the last PCC meeting, STA staff announced that it was seeking a representative from the PCC to serve on the Solano Seniors and People with Disabilities TAC. STA staff welcomed nominations from the PCC for this position. STA staff received an interest form from Lisa Hooks and Rachel Ford for the PCC representative to the Solano Seniors and People with Disabilities TAC.

Lisa and Rachel will be able to make a brief presentation to the PCC before voting takes place.

Recommendation:

Appoint a PCC representative to the Solano Seniors and People with Disabilities Transportation Advisory Committee as the Paratransit Coordinating Council representative.

Attachments:

- A. Lisa Hooks' Interest Form
- B. Rachel Ford's Interest Form



Solano Transportation Authority

... working for you!

SOLANO TRANSPORTATION AUTHORITY

ATTACHMENT A

Member Agencies: Benicia ♦ Dixon ♦ Fairfield ♦ Rio Vista ♦ Suisun City ♦ Vacaville ♦ Vallejo ♦ Solano County

One Harbor Center, Suite 130, Suisun City, CA 94585-2473 ♦ Telephone (707) 424-6075 / Fax (707) 424-6074
Email: info@sta.ca.gov ♦ Website: sta.ca.gov

Seniors and People with Disabilities Transportation Advisory Committee Interest Form

Purpose: To advocate and address transportation needs for seniors and people with disabilities, build community awareness and support, and locate funding sources to meet those needs.

Provide forum for seniors and people with disabilities transportation issues:

- Identify and advise STA, County of Solano, Cities and Senior Coalition on transportation issues for seniors and people with disabilities;
Coordinates seniors and people with disabilities transit services and funding for transit providers and non-profits;
Develop funding priorities for seniors and people with disabilities transportation issues to the STA and serve as Advisory Committee for update on Seniors and People with Disabilities Studies; and
Develop short term and long term funding strategy for seniors and people with disabilities transportation.

Contact Information

Name Lisa Hooks
Street Address 236 Georgia St #201
City, State, & Zip Vallejo CA 94590
Home Phone 916 969-2076 Work Phone (707) 980-3990
Email Address lisa.hooks@scdd.ca.gov

I would like to fill the following position

County of Solano Non-Profits Taxi/Service Providers Solano Community College
Medical Providers Members at Large Paratransit Coordinating Council Rep Senior Coalition

Letter of Intent/Interest to Serve on This Committee

Summarize the reason you would like to participate in the Seniors and People with Disabilities Transportation Advisory Committee. Include what experience (work or otherwise) qualifies you:
Since 1990 I have been providing assistance to seniors and individuals with disabilities as a direct care and advocacy support person. I am interested in becoming a PCC Rep because I believe that disability equality awareness needs to increase in the wider community. People with disabilities have individual barriers that they have to overcome, and it is important to consult with organizations to work together to identify and overcome these obstacles. Negative or misinformed attitudes about seniors and people with disabilities can lead organizations to create unnecessary additional barriers for a person. I am hoping that my support and voice on this committee will provide good awareness for addressing barriers to transportation access for seniors and people with a disability.

Agreement and Signature

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

Signature [Signature] Date 8/31/2017

For questions or more information, please contact Debbie McQuilkin at (707) 399-3231 dmcquilkin@sta.ca.gov.

Please complete this form and return it to:

Solano Transportation Authority
Attn: Debbie McQuilkin
One Harbor Center, Ste. #130
Suisun City, CA 94585
20



Solano Transportation Authority
... working for you!

ATTACHMENT B SOLANO TRANSPORTATION AUTHORITY

Member Agencies:
Benicia ♦ Dixon ♦ Fairfield ♦ Rio Vista ♦ Suisun City ♦ Vacaville ♦ Vallejo ♦ Solano County

One Harbor Center, Suite 130, Suisun City, CA 94585-2473 ♦ Telephone (707) 424-6075 / Fax (707) 424-6074
Email: info@sta.ca.gov ♦ Website: sta.ca.gov

Seniors and People with Disabilities Transportation Advisory Committee Interest Form

Purpose: To advocate and address transportation needs for seniors and people with disabilities, build community awareness and support, and locate funding sources to meet those needs.

Provide forum for seniors and people with disabilities transportation issues:

- Identify and advise STA, County of Solano, Cities and Senior Coalition on transportation issues for seniors and people with disabilities;
- Coordinates seniors and people with disabilities transit services and funding for transit providers and non-profits;
- Develop funding priorities for seniors and people with disabilities transportation issues to the STA and serve as Advisory Committee for update on Seniors and People with Disabilities Studies; and
- Develop short term and long term funding strategy for seniors and people with disabilities transportation.

Contact Information

Name Rachel E Ford
 Street Address 355 Tuolumne St, Suite 2500
 City, State, & Zip Vallejo, CA 94590
 Home Phone (707) 718-2082 Work Phone (707) 553-5735
 Email Address reford@solanocounty.com

I would like to fill the following position

County of Solano Non-Profits Taxi/Service Providers Solano Community College
 Medical Providers Members at Large Paratransit Coordinating Council Rep Senior Coalition

Letter of Intent/Interest to Serve on This Committee

Summarize the reason you would like to participate in the Seniors and People with Disabilities Transportation Advisory Committee. Include what experience (work or otherwise) qualifies you:

1. Because PCC needs a rep
2. Because I worked in the cross-disabilities field, serving people of all ages for the past 25-years giving me much knowledge
3. Because both my children & I have disabilities

Agreement and Signature

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

Signature Rachel E Ford Date 8/31/2017

For questions or more information, please contact Liz Niedziela at (707) 399-3217 or by email at lniedziela@sta.ca.gov

email to Debbie:

dmcquilkin@sta.ca.gov

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PCC

DATE: September 8, 2017
TO: Solano Paratransit Coordinating Council
FROM: Liz Niedziela, Transit Program Manager
RE: Discussions on 2018 Work Plan, 2018 Outreach Plan, and 2018 Chair and Vice Chair

Background:

The Paratransit Coordinating Council (PCC) approved the 2017 PCC Work Plan at the January 2017 PCC meeting. The PCC has a focus on developing expertise and understanding of the range of transportation services for Solano seniors, people with disabilities, low income, and transit dependent passengers; as well as, outreach activities, and making funding recommendations to the STA Board of Directors and Metropolitan Transportation Commission (MTC). The PCC Work Plan is the mechanism in which this may be achieved. The PCC Work Plan is approved by the STA Board.

The PCC also approved the 2017 PCC Outreach Plan at the January 2017 meeting. The Outreach Plan's purpose is to increase the awareness of the Paratransit Coordinating Council, its information and advisory functions on transportation issues concerning Solano seniors, people with disabilities, economically disadvantaged, transit dependent riders, as well as to encourage participation in the PCC as committee members and by the public in general.

Ernest Rogers was elected in 2016 as PCC Chair and Anne Payne was elected as PCC Vice-Chair. Their terms will expire at the end of this calendar year.

Discussion:

In preparation for 2018, STA staff is presenting the 2018 PCC Draft Work Plan and the 2018 Draft Outreach Plan for discussion. STA would like to take this opportunity to have Committee members discuss, make comments, and give direction to STA staff on the development of a 2018 Work Plan and Outreach Plan. STA staff will bring back the 2018 PCC Draft Work Plan and Outreach Plan in November as an action item.

STA staff is also seeking nominations for PCC Chairperson and Vice-Chairperson for to start in 2018 for a two year term. PCC members can nominate themselves or another PCC member by emailing Debbie McQuilkin at DMcQuilkin@sta.ca.gov.

The terms of office of the Chairperson and Vice-Chairperson shall be two (2) years. A minimum of one (1) year must elapse before either of the officers can serve again. The election will take place at the November 2017 PCC meeting.

Recommendation:

Informational.

Attachments:

- A. 2018 PCC Draft Work Plan
- B. 2018 PCC Draft Outreach Plan
- C. 2018 PCC Draft Meeting Locations

PCC

2017 PCC Draft Work Plan

#	Activity	Tasks	2017 Timeline
1	Administrative	Elect PCC Officers	November 2017
2	Outreach	Develop a strategy to increase/maintain PCC Membership. (i.e., press releases, letters of outreach, etc.)	January – December Until vacancies are filled.
3	Outreach	Improve the identity of the PCC through marketing strategies.	January – December
4	Outreach	Outreach to Solano Community College.	January - December
5	Outreach	Outreach to senior centers, people with disabilities groups, low income and transit dependents, and Mental Health/Public Health	January – December
6	Outreach	Develop stronger PCC presence on the STA Website.	January – December
7	Projects	Participate in studies and programs that impact transportation for seniors, people with disabilities, low income, and transit dependents. (Mobility Management Programs)	January – December
8	Projects	Develop expertise and understanding of the range of transportation services for Solano for seniors, people with disabilities, low income, and transit dependents.	January – December
9	Projects	Improve understanding of Americans with Disabilities Act (ADA) and how it relates to ADA Paratransit and transit services.	January – December
10	Projects	Coordinate with Solano County Transit Operators to provide opportunities for in person outreach for transit services and policy changes	January-December
11	Funding	Establish FTA Section 5310 application scoring subcommittee, if requested.	TBD
12	Funding	Review and score FTA Section 5310 applications, if requested.	TBD
13	Funding	Review TDA Article 4/8 Claims for Cities STA and SolTrans	January – December

2018 DRAFT Solano Paratransit
Coordinating Council Outreach Plan

Purpose:

- To increase the awareness of the Paratransit Coordinating Council and its information and advisory functions on transportation issues concerning Solano seniors, people with disabilities, the economically disadvantaged, and transit dependent riders.
 - To encourage participation in the PCC as committee members and by the public in general.
1. Update and print the Paratransit Coordinating Council Brochure as needed.
 2. Distribute Paratransit Coordinating Council Brochures
 - a. Make brochures available to all Paratransit providers for distribution on their vehicles
 - b. Continue to distribute brochures at two or more locations in each city in Solano County
 3. Outreach Program targeting senior centers and groups
 - a. Hold a PCC meeting at a different location throughout the year
 - b. Publicize meetings
 1. Distribute agenda to Board Clerk at all Cities/County
 2. Flyers on Paratransit vehicles in the city the meeting will be held
 3. Senior Centers of the city where the meeting will be held
 4. Post on STA website
 5. Post in Newspaper
 6. Post on Social Media Platforms
 - c. Improve PCC presence on the internet by linking improved STA website pages to senior and people with disabilities interest groups via weblinks.
 - d. Location of Meetings (depending on availability)
 1. See Attachment C

PCC

DATE: September 12, 2017
 TO: Paratransit Coordinating Council
 FROM: Sheila Ernst, Administrative Assistant I/II
 RE: Draft 2018 PCC Meetings and Locations

Tentative 2018 PCC Meetings and Locations

Dixon Senior Center (tentative)

Thursday, January 18, 2018
 2:30 – 4:30 p.m.
 201 South 5th Street
 Dixon, CA 95620

Vacaville Ulatis Community Center, Room D (tentative)

Thursday, March 15, 2018
 1:00 – 3:00 p.m.
 1000 Ulatis Dr.
 Vacaville, CA 95687

KROC Center, Banquet Room (tentative)

Thursday, May 17, 2018
 1:00 – 3:00 p.m.
 586 E Wigeon Way
 Suisun City, CA 94585

City of Benicia, Commission Room (tentative)

Thursday, July 19, 2018
 1:00 – 3:00 p.m.
 250 East L St.
 Benicia, CA 94510

Fairfield Community Center, Lakeside Room (tentative)

Thursday, September 20, 2018
 1:00 – 3:00 p.m.
 1000 Kentucky Street
 Fairfield, CA 95434

SolTrans Operations & Maintenance Facility, Conference Room (tentative)

Thursday, November 15, 2018
 2:30 – 4:30 p.m.
 1850 Broadway St.
 Vallejo, CA 94590

STA Staff will focus on incorporating the Solano Community College Campus and Rio Vista location meetings into the 2018 schedule.

PCC

DATE: August 30, 2017
TO: Paratransit Coordinating Council
FROM: Sheila Ernst, Administrative Assistant I/II
RE: 2017 PCC Meetings and Locations

2017 PCC Meetings and Locations

****NEW LOCATION****

Fairfield Community Center, Willow Hall (Confirmed)

Thursday, September 21, 2017

1:00 – 3:00 p.m.

1000 Kentucky Street

Fairfield, CA 94533

SolTrans Operations & Maintenance Facility, Main Conference Room (Confirmed)

Thursday, November 16, 2017

1:00 – 3:00 p.m.

1850 Broadway St.

Vallejo, CA 94590

STA Staff will focus on incorporating the Solano Community College and Rio Vista into the 2018 schedule.

Recommendation:

Informational.

Attachment:

- A. STA Acronyms List of Transportation Terms (Updated January 2016)

A		FTA	Federal Transit Administration
AADT	Average Annual Daily Traffic		
ABAG	Association of Bay Area Governments	G	
ACTC	Alameda County Transportation Commission	GARVEE	Grant Anticipating Revenue Vehicle
ADA	American Disabilities Act	GHG	Greenhouse Gas
ADT	Average Daily Traffic	GIS	Geographic Information System
APDE	Advanced Project Development Element (STIP)		
AQMD	Air Quality Management District	H	
ARRA	American Recovery and Reinvestment Act	HIP	Housing Incentive Program
ATP	Active Transportation Program	HOT	High Occupancy Toll
ATWG	Active Transportation Working Group	HOV	High Occupancy Vehicle
AVA	Abandoned Vehicle Abatement	I	
B		ISTEA	Intermodal Surface Transportation Efficiency Act
BAAQMD	Bay Area Air Quality Management District	ITIP	Interregional Transportation Improvement Program
BABC	Bay Area Bicycle Coalition	ITS	Intelligent Transportation System
BAC	Bicycle Advisory Committee	J	
BAIFA	Bay Area Infrastructure Financing Authority	JARC	Jobs Access Reverse Commute Program
BART	Bay Area Rapid Transit	JPA	Joint Powers Agreement
BATA	Bay Area Toll Authority	L	
BCDC	Bay Conservation & Development Commission	LATIP	Local Area Transportation Improvement Program
C		LCTOP	Low Carbon Transit Operations Program (LCTOP)
CAF	Clean Air Funds	LEV	Low Emission Vehicle
CalSTA	California State Transportation Agency	LIFT	Low Income Flexible Transportation Program
CALTRANS	California Department of Transportation	LOS	Level of Service
CARB	California Air Resources Board	LS&R	Local Streets & Roads
CCAG	City-County Association of Governments (San Mateo)	LTR	Local Transportation Funds
CCCC (4'Cs)	City County Coordinating Council	M	
CCCTA (3CTA)	Central Contra Costa Transit Authority	MAP-21	Moving Ahead for Progress in the 21 st Century
CCJPA	Capitol Corridor Joint Powers Authority	MAZ	Micro Analysis Zone
CCTA	Contra Costa Transportation Authority	MIS	Major Investment Study
CEQA	California Environmental Quality Act	MOU	Memorandum of Understanding
CHP	California Highway Patrol	MPO	Metropolitan Planning Organization
CIP	Capital Improvement Program	MTAC	Model Technical Advisory Committee
CMA	Congestion Management Agency	MTC	Metropolitan Transportation Commission
CMIA	Corridor Mobility Improvement Account	MTS	Metropolitan Transportation System
CMAQ	Congestion Mitigation & Air Quality Program	N	
CMP	Congestion Management Plan	NCTPA	Napa County Transportation & Planning Agency
CNG	Compressed Natural Gas	NEPA	National Environmental Policy Act
CTA	California Transit Agency	NHS	National Highway System
CTC	California Transportation Commission	NOP	Notice of Preparation
CTP	Comprehensive Transportation Plan	NVTA	Napa Valley Transportation Authority
CTSA	Consolidated Transportation Services Agency	O	
D		OBAG	One Bay Area Grant
DBE	Disadvantaged Business Enterprise	OTS	Office of Traffic Safety
DOT	Department of Transportation		
E		P	
ECMAQ	Eastern Solano Congestion Mitigation Air Quality Program	PAC	Pedestrian Advisory Committee
EIR	Environmental Impact Report	PCA	Priority Conservation Area
EIS	Environmental Impact Statement	PCC	Paratransit Coordinating Council
EPA	Environmental Protection Agency	PCRP	Planning & Congestion Relief Program
EV	Electric Vehicle	PDS	Project Development Support
F		PDA	Priority Development Area
FAST	Fairfield and Suisun Transit	PDT	Project Delivery Team
FAST Act	Fixing America's Surface Transportation Act	PDWG	Project Delivery Working Group
FASTLANE	Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies	PMP	Pavement Management Program
		PMS	Pavement Management System
FEIR	Final Environmental Impact Report	PNR	Park & Ride
FHWA	Federal Highway Administration		
FPI	Freeway Performance Initiative		

POP	Program of Projects	TAZ	Transportation Analysis Zone
PPM	Planning, Programming & Monitoring	TCI	Transportation Capital Improvement
PPP (P3)	Public Private Partnership	TCIF	Trade Corridor Improvement Fund
PS&E	Plans, Specifications & Estimate	TCM	Transportation Control Measure
PSR	Project Study Report	TCRP	Transportation Congestion Relief Program
PTA	Public Transportation Account	TDA	Transportation Development Act
PTAC	Partnership Technical Advisory Committee (MTC)	TDM	Transportation Demand Management
R		TE	Transportation Enhancement
RABA	Revenue Alignment Budget Authority	TEA	Transportation Enhancement Activity
RBWG	Regional Bicycle Working Group	TEA-21	Transportation Efficiency Act for the 21 st Century
REPEG	Regional Environmental Public Education Group	TFCA	Transportation Funds for Clean Air
RFP	Request for Proposal	TIF	Transportation Investment Fund
RFQ	Request for Qualification	TIGER	Transportation Investment Generating Economic Recovery
RM 2	Regional Measure 2 (Bridge Toll)	TIP	Transportation Improvement Program
RORS	Routes of Regional Significance	TLC	Transportation for Livable Communities
RPC	Regional Pedestrian Committee	TMA	Transportation Management Association
RRP	Regional Rideshare Program	TMP	Transportation Management Plan
RTEP	Regional Transit Expansion Policy	TMS	Transportation Management System
RTIF	Regional Transportation Impact Fee	TMTAC	Transportation Management Technical Advisory Committee
RTP	Regional Transportation Plan	TOD	Transportation Operations Systems
RTIP	Regional Transportation Improvement Program	TOS	Traffic Operation System
RTMC	Regional Transit Marketing Committee	T-Plus	Transportation Planning and Land Use Solutions
RTPA	Regional Transportation Planning Agency	TRAC	Trails Advisory Committee
		TSM	Transportation System Management
S		U, V, W, Y, & Z	
SACOG	Sacramento Area Council of Governments	UZA	Urbanized Area
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equality Act-a Legacy for Users	VHD	Vehicle Hours of Delay
SCS	Sustainable Community Strategy	VMT	Vehicle Miles Traveled
SCTA	Sonoma County Transportation Authority	VTA	Valley Transportation Authority (Santa Clara)
SFCTA	San Francisco County Transportation Authority	W2W	Welfare to Work
SGC	Strategic Growth Council	WCCCTAC	West Contra Costa County Transportation Advisory Committee
SJCOG	San Joaquin Council of Governments	WETA	Water Emergency Transportation Authority
SHOPP	State Highway Operations & Protection Program	YCTD	Yolo County Transit District
SMAQMD	Sacramento Metropolitan Air Quality Management District	YSAQMD	Yolo/Solano Air Quality Management District
SMCCAG	San Mateo City-County Association of Governments	Z	
SNCI	Solano Napa Commuter Information	ZEV	Zero Emission Vehicle
SoHip	Solano Highway Partnership		
SolTrans	Solano County Transit		
SOV	Single Occupant Vehicle		
SPOT	Solano Projects Online Tracking		
SP&R	State Planning & Research		
SR	State Route		
SR2S	Safe Routes to School		
SR2T	Safe Routes to Transit		
SRTP	Short Range Transit Plan		
SSPWD TAC	Solano Seniors & People with Disabilities Transportation Advisory Committee		
STAF	State Transit Assistance Fund		
STA	Solano Transportation Authority		
STBG	Federal Surface Transportation Block Grant Program		
STIA	Solano Transportation Improvement Authority		
STIP	State Transportation Improvement Program		
STP	Federal Surface Transportation Program		
T			
TAC	Technical Advisory Committee		
TAM	Transportation Authority of Marin		
TANF	Temporary Assistance for Needy Families		