

# DRAFT

## SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL February 24, 2010 Meeting Minutes

The following minutes are submitted for a "Special" meeting of the Social Services Transportation Advisory Council (SSTAC) for SLOCOG, held in the SLOCOG Conference room.

### SSTAC Members Present

Allen Massar .....	SLOCOG (Disabled Representative)
GlennaDeane Dovey .....	SLOCOG (Senior Alternate)
Michael Seden-Hansen .....	RTAC Representative
Eric Greening .....	RTAC Representative (Alternate)
Cathy Portugal .....	Ride-On Representative
Mark Shaffer .....	Ride-On (CTSA) Representative
Tom Barton .....	SLOCOG (Senior Representative)
Alice Loh .....	Ret. Sr. Volunteer Program Rep. (Alternate)
Carol Fleury .....	CAP Representative
Janeen Burlingame .....	RTAC Representative
Mike Metcalf .....	NCI Affiliates – Achievement House

### SLOCOG Staff Present

Eliane Guillot .....	Transportation Planner
Tim Gillham .....	Transportation Planner
Ebe Pearson .....	SLOCOG Office Aide
Sue Hall .....	Administrative Services Officer

### Other Attendees

Cindy Utter .....	Caltrans (District 5)
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- 1. Michael Seden-Hansen** called the meeting to order at 12:20 p.m. with introductions.
- 2. Public Comments:** **Eric Greening** mentioned taking notice of "Governor's Fiscal Year 10/11 Budget Proposal and Transportation Funding," an item in the SLOCOG Agenda which can also be accessed from SLOCOG's website. The Legislature returned from emergency session with a proposal to restore one of four sources of funding for transit operations which the Governor had planned to eliminate. This proposal, the sales tax on diesel, seems positive, but it is questionable whether he will sign it. If he does sign, SLOCOG Executive Director Ron De Carli had estimated that approximately \$900,000 could be realized by the transit agencies, collectively. **Mr. Greening** reiterated his belief that raingutters should be a part of every bus shelter.
- 3. Approval of Minutes from January 20, 2010:** **Alice Loh** brought attention to the misspelling of her last name to be corrected from "LOE" to "LOH" in every occurrence throughout the minutes.

**Mark Shaffer made a motion to approve the minutes as corrected; seconded by Allen Massar. The “corrected” minutes were approved. Janeen Burlingame abstained.**

**4. B-1, 2010/2011 Unmet Transit Needs Findings: Tim Gillham** reported staff’s findings for the 10/11 Unmet Transit Needs. 2 requests were evaluated for “reasonableness to meet.”

➤ ***Direct regional service from Los Osos to SLO via Los Osos Valley Road (LOVR)***

Analysis shows that “unmet needs” criteria is met (Table B-1-1, page B-1-4):

- Filling gap in current service: Specific requests for increased trips
- Community support: 27 requests for increase (min. 15 needed)
- Current/projected need: Current need requests
- Service retention/expansion: Increased service warranted

A summary of findings in the analysis of “reasonableness to meet” is provided in Table B-1-2, page B-1-5. Two transit scenarios were developed for this evaluation: (1) moderate service level – 2 additional round trips and (2) high service level – 4 additional round trips. Findings are that both scenarios are not “reasonable to meet.” Staff recommends building on this request for additional service between Los Osos and SLO via LOVR by looking outside the “unmet transit needs” process for further findings to be brought before the June 2<sup>nd</sup> Board meeting. **GlennaDeane Dovey** expressed skepticism over the number of people from Los Osos requesting to ride to the southern section of San Luis Obispo. **Alice Loh** questioned the reality of 27 Los Osos individuals submitting this request. **Mr. Gillham** opined that the request for direct transit service deserved another look to see what the demand is in light of Route 12 Express’ high ridership, i.e., nearly 1000 riders in an average month or 500 boardings, coming and going. **Mr. Greening** questioned the urgency of this need as a priority since it seems the request stems more from not being able to reach a destination fast enough than the lack of transit service. **Mr. Gillham** reiterated his prior comment that the request for direct transit service would be reevaluated and its findings brought back in June. **Ms. Loh** expressed her appreciation of the analysis as being excellent and comprehensive. She questioned whether staff’s recommendation to coordinate with SLO County and RTA to explore other service and funding options for this additional service between Los Osos and SLO via LOVR had to do with the issue of “fundability.” **Mr. Gillham** explained that TDA funding cannot be the sole reason wherein an “unmet need” request results in being found not “reasonable to meet,” based on TDA PUC Section 99401.5(c) which provides “*The fact that an identified transit need cannot be fully met based on available resources shall not be the sole reason for finding that a transit need is not reasonable to meet.*” The request at hand found not “reasonable to meet” is mostly based on the fact that it did not meet projected farebox ratio and additionally, TDA funding would not be available without affecting other jurisdictions.

➤ ***Additional funding for Morro Bay Dial-A-Ride (DAR) to remain at current service levels***

This request for additional operating funds for the Morro Bay Dial-A-Ride was also made last year (2009/10) but did not meet the criteria on “Unmet Transit Need.” With changes to the language for the study this year (2010/11) for the “Unmet Needs” definition (Table B-1-4, page B-1-8), modified 1c and 1d, the request was found to meet the “Unmet Transit Need” definition and further reviewed to determine “Reasonableness to Meet” (Table B-1-5, page B-1-9). Farebox ratio was met; funding from served entities was not because the City uses 100% of its TDA on transit services. Thus in order to increase the local LTF money, one would need to reduce the allocations from other jurisdictions. There is also the fact that Morro Bay has a local system, not eligible for off the top LTF funding. Staff continues to meet with both RTA and the City of Morro Bay to find the possibility of achieving cost savings for the Morro Bay system, i.e., elimination of duplicate services, etc. The request was found not “reasonable to meet.” **Mr. Gillham** informed that systems like Dial-A-Ride (DAR) generally are more expensive to run than fixed route operations and currently, the City of Morro Bay is looking at potential fixed route services. **Mr. Greening** questioned whether a

recommendation could be made that a policy be set so service retention on existing systems would have priority over new services.

**Ms. Loh made a motion to concur with staff's recommendations to approve Resolution finding there are no "Unmet Transit Needs" that are "Reasonable to Meet" for 2010-2011; to coordinate with SLO County and RTA to explore other service and funding options for additional service between Los Osos and SLO via LOVR; and defer until June 2<sup>nd</sup> Board meeting; seconded by Carol Fleury. The motion passed unanimously.**

**5. Consent Agenda: D-2, Transportation Development Act (TDA) Reimbursement Guidelines:** *(HANDOUT -- SLOCOG Staff Report regarding Transportation Development (TDA) Reimbursement Guidelines for March 3, 2010 Meeting)*

**Eliane Guillot** presented the report regarding allocation of Transportation Development Act (TDA) funds which to this point, payments have been made on a quarterly basis. The recommendation stems from a request that came from RTA for their system and the SCAT system in South County to receive reimbursement on a monthly basis instead of quarterly. If we were going to do that for everyone, possible negative consequences may result, i.e., running out of cash and increasing the level of effort for SLOCOG staff. Recommendation is that we have the option to reimburse monthly only if there is a strong justification of a need to do so. As far as the TDA money that goes to street and road projects, the provision does not apply and reimbursement will continue to be done on a quarterly basis. At this point, **Ms. Guillot** engaged the assistance of **Sue Hall**, SLOCOG Administrative Services Officer, to clarify some questions pertaining to SLOCOG reimbursements. Ms. Hall was asked whether SLOCOG reimbursements are made on a monthly or quarterly basis. She informed that funds come to the County on a monthly basis, not directly to SLOCOG. The funds are County's dollars, SLOCOG submits instructions to the County on what to pay, and the County makes payment. Funds come from the Board of Equalization to the County's account, are distributed monthly but for approximately 3 months prior, accounting for a 90-day lag time. **Cathy Portugal** and **Mr. Greening** both questioned the guidelines for "justification of need." **Mike Metcalf** understood that evaluation of the justification would be based upon its merits whether reasonable enough for a monthly option. **Ms. Guillot** stressed continued justification on the need. **Mr. Greening** stated his discomfort in making permanent policy changes based on a single instance such as a request made by RTA to receive reimbursement on a monthly basis instead of quarterly. He was also concerned with an inevitable increased staff work load. **Ms. Portugal** was concerned whether paying monthly would affect others' TDA funding. **Mr. Gillham** stated that SLOCOG staff is trying to accommodate to those with a "justification of need." **Mr. Shaffer** stated that a recurring issue in the business of transportation is that of cash flow. **Ms. Guillot** informed that TDA rules do not preclude the option to pay monthly and the change is one in regional policy. **Ms. Burlingame** queried whether the modification would apply for the remainder of the fiscal year but could revert back to the old policy unless it was amended again for more permanency. Members discussed various alternatives to making the motion. **Mr. Shaffer** suggested the staff recommendation be approved subject to justification of need with a review of TDA delivery at end of the fiscal year. **Mr. Greening** suggested that the motion maker should include information regarding staff workload implications as a result of this policy change and findings to be made by Executive Director Ron De Carli prior to going before the SLOCOG Board. **Ms. Guillot** informed that the next Board meeting is in one week and any action or motion will be reflected in the Addendum to the Agenda being sent out this Friday (2/26/10), along with the minutes of the SSTAC 2/24/10 meeting. It is concluded that there was not enough time to have these specific questions answered before the March Board meeting. **Mr. Metcalf** stated that RTA needs this policy to pass since they are in a fiscal bind and the core of this policy with the language change is being made in order that RTA can have their payments in monthly installments as soon as possible. **Ms. Dovey** queried whether RTA could be paid monthly with or without the policy change. **Ms. Guillot** reiterated that the policy change is required since the original policy in place specifies quarterly payments only. **Mr. Greening** suggested an easier solution for RTA's dilemma would be applying a sunset clause wherein policy

changes could be made possible if an emergency arises, but would not be permanent ones. **Mr. Seden-Hansen** felt it best to approve for this fiscal year and by the May meeting, some data would have been gathered from staff to show what impact it has had for recommendation that the policy be enacted for the next fiscal year or otherwise.

**Mr. Shaffer made a motion to approve staff recommendation through the balance of this fiscal year and have it reviewed by the Committee in May to come before the June SLOCOG meeting for approval of fiscal year 2010/2011; seconded by Mr. Seden-Hansen. The motion passed unanimously.**

**6. Member Comments:** **Mr. Gillham** handed out to all members a copy of *Social Services Transportation Advisory Council (February 2010) regarding current membership; meeting dates – SLOCOG calendar; and SSTAC Bylaws (amended February 3, 2010).*

**Mr. Greening** encouraged attendance of “Transit Lobby Day” to be held in Sacramento on March 10, 2010. California Transit Association website is a valuable resource.

**Mr. Shaffer** informed that Ride-On had hired a social services mobility manager to be working with Regional Rideshare’s Mobility Manager for outreach in helping our social services agencies to access local and regional fixed route transit and Dial-A-Ride services.

**7. Adjournment:** **Mr. Seden-Hansen made the motion to adjourn. Motion to adjourn the meeting at 1:20 p.m. passed unanimously.**

**NEXT SCHEDULED MEETING: Wednesday, March 24, 2010.**

Minutes prepared by Ebe Pearson

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