

access

AGENDA

TRANSPORTATION PROFESSIONALS ADVISORY COMMITTEE (TPAC) MEETING

Thursday, June 9, 2011

9:30 a.m. – 11:30 a.m.

Access Services Headquarters
3449 Santa Anita Avenue, 3rd Floor
Council Chamber Room
El Monte CA, 91731

TPAC MISSION STATEMENT

Through our diversity and expertise in the transportation industry, the Transportation Professionals Advisory Committee provides the Access Board our perspective, advice, and advocacy with an understanding of the community, environment, and regulations.

TPAC promotes innovative, cost effective and high quality specialized transportation solutions.

Time	Item	Item Description	Disposition	Pages
	1.	Call to Order	Action	
	2.	TPAC Mission Statement		
	3.	Introductions		
	4.	Chairperson's Report		
	5.	Approve April 14, 2011 TPAC Meeting Minutes	Action	3-7
5	6.	Staff Report	Information	
5	7.	General Public Comment	Information	

5	8.	Report from Board of Directors	Information
5	9.	TAP Card Implementation Update	Information
5	10.	FY 2011-2012 Budget	Presentation
5	11.	TPAC Officers Elections	Possible Action
5	12.	511 Traveler Information Integration	Information
5	13.	New Business Raised Subsequent to the Posting of the Agenda	Possible Action
10	14.	MV-1 Paratransit Vehicle	Demonstration
	15.	Adjournment	Action

Access Services does not discriminate on the basis of disability. Accordingly, Access Services seeks to ensure that individuals with disabilities will have an equal opportunity to participate in the range of Access Services events and programs by providing appropriate auxiliary aids and services to facilitate communication. In determining the type of auxiliary aids and services for communication that will be provided, primary consideration is given to the request of the individual with disabilities. However, the final decision belongs to Access Services. To help ensure availability of those auxiliary aids and services you require, please make every effort to notify Access Services of your request at least three (3) business days (72 hours) prior to the meeting in which you wish to utilize those aids or services. You may do so by contacting (213) 270-6000.

Note: ASI board meetings are held pursuant to the Ralph M. Brown Act [Cal. Gov. Code §54950] and are open to the public. The public may view and obtain all written information supporting this agenda provided to the board both initially and supplementally prior to the meeting at the agency's offices located at 707 Wilshire Blvd., 9th Floor, Los Angeles California and on its website at <http://asila.org>. Documents, including Power Point handouts distributed to Board Members by staff or Board members at the meeting will simultaneously be made available to the public. Three opportunities are available for the public to address the board during a board meeting: (1) before closed session regarding matters to be discussed in closed session, (2) before a specific agenda item is debated and voted upon regarding that item and (3) general public comment. The exercise of the right to address the board is subject to restriction as to time and appropriate decorum. All persons wishing to make public comment must fill out a yellow Public Comment Form and submit it to the Secretary to the Board. Public comment is generally limited to three (3) minutes per speaker and the total time available for public comment may be limited at the discretion of the Chairperson. Persons whose speech is impaired such that they are unable to address the board at a normal rate of speed may request the accommodation of a limited amount of additional time from the Chair but only by checking the appropriate box on the Public Comment Form. Granting such an accommodation is in the discretion of the Chair.

The Board of Directors will not and cannot respond during the meeting to matters raised under general public comment. Pursuant to provisions of the Brown Act governing these proceedings, no discussion or action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. However, the board may direct staff to investigate and/or schedule certain matters for consideration at a future Board of Directors Meeting and the staff will respond to all public comment in writing prior to the next board meeting.

TRANSPORTATION PROFESSIONALS ADVISORY COMMITTEE MEETING MINUTES FOR THURSDAY, APRIL 14, 2011

CALL TO ORDER

Chairperson Jesse Valdez called the meeting to order at 9:45 a.m.

READ TPAC MISSION STATEMENT

Vice Chairperson Kathryn Engel read the TPAC Mission Statement.

INTRODUCTIONS

TPAC Members and alternates in attendance: Jesse Valdez, Kathryn Engel, Dana Lee, Deborah Moraza, Ian Dailey, Joyce Rooney, Diane Amaya, Ernie Crespo, Elizabeth Carter, Kevin McDonald, Martin Gombert, Jose Medrano, Kari Derderian, Christopher Low, .

TPAC Members absent: Matt Gleason, Gracie Davis, Shirley Hsiao, Wayne Wassell, Matt Gleason, George Sparks.

Guest: Jack Garate, GPI; David Howie-Jones, CARE Evaluators

Access staff in attendance: André Colaiace, Mark Maloney, Matthew Avancena, Giovanna Gogreve, Eric Haack, Luis Garcia

CHAIRPERSON'S REPORT

Mr. Valdez congratulated Giovanna Gogreve for her work with organizing the 16th Annual Access Membership Meeting. He reported that the meeting was very inspiring and considered it one of the best annual meetings to date.

APPROVE FEBRUARY 10, 2011 TPAC MEETING MINUTES

Motion: Mr. Valdez entertained a motion to approve the February 10, 2011 minutes, as corrected.

First: Ms. Engel

Second: Ms. Moraza

Vote: All members were in favor and the motion passed.

STAFF REPORT

Mr. Avancena reported the following:

Annual Meeting: He thanked TPAC members for their attendance at the Annual Meeting and for being proxies for those who **couldn't attend**. The meeting was well attended with more than 120 guests. Mr. Mark Aesch, CEO from Rochester Genesee Transit Authority was the guest speaker. The members voted on ratifying amendments to the bylaws pertaining to 1) Agency name change, dropping the Inc. from Access Services and 2) change in the official address to the new El Monte address.

Also discussed and approved at the Annual Meeting was the establishment of nominating committees for the selection of one seat representing the Municipal Operators and one seat for the Local Operators.

Mobility Management Strategy Summit: Mr. Avancena provided an update on the Mobility Management Strategy Summit. The survey that was completed was to gauge the interest in the community for the need for a mobility resource center either countywide or in multiple locations. The findings of the results of the survey concluded that study participants wanted to have a final meeting (summit) to discuss the final report and to discuss potential projects. The summit has been tentatively planned for June 8th at the Caltrans building in downtown. It will be geared for social service agencies, transportation, and human services agencies to coordinate transportation services. This meeting will be the first of its kind. More information regarding the summit will follow.

Tap card: The implementation date has been pushed from the beginning to the end of June 2011. Access staff has been working with Metro on the fare board and marketing materials for Access' Free Fare Partners and Member Agencies and hopes to be ready for distribution of the flyers and the corresponding materials by May 2011.

GENERAL PUBLIC COMMENT

No general public comment was heard at this time.

REPORT FROM BOARD OF DIRECTORS

No report was given at this time.

SECURITY SERVICES AGREEMENT

Mr. Luis Garcia, Project Administrator, reported on a proposed project with Metro to employ an outside agency to provide security services to address and reduce fraudulent activity and enhance Access Services safety culture. He outlined the objectives of the proposed project and steps for implementation.

In response to Mr. McDonald's questions about the charges and payments for the project, Mr. Garcia responded that it's an annual fee of \$200,000.

Ms. Rooney inquired about the availability of the officers for this proposed project. Mr. Maloney responded that the Access' contractors will be able to tap straight into Transit Services Bureau and the closest officer will be dispatched to the location in question. One fraud specialist who will be hired and both Access and Metro will be working with the officer.

Mr. Maloney reported that fraudulent Access ID cards and coupons sold on the street was the catalyst for this discussion and the proposed project. Ms. Carter verified that Metro operators have reported many incidents of fake Access Cards being used.

Mr. Valdez recommended sensitivity training for those police officers that will be involved with helping/assisting Access customers that have developmental disabilities and other disabilities.

Ms. Engel made the following recommendation: 1) Split up the contract cost based on types of activities in order to have more control of the payments based on their responsiveness; and 2) Tie the performance to the pay as much as possible.

Mr. Derderian stated that LADOT has a similar contract in place and has had a positive experience, specifically with the "one point of contact" aspect of the contract. He reported that the officers show up whenever and wherever needed.

DRLC LITIGATION VS. CITY OF LA REGARDING EMERGENCY PREPAREDNESS

Mr. Avancena provided background on the lawsuit against the city of Los Angeles with regard to emergency preparedness and the disability community. The lawsuit was filed on behalf of Communities Actively Living Independent and Free. He detailed the lawsuit as outlined in the hand-out from the Disability Rights Legal Center.

Mr. Avancena reported that Access Services has a plan in place and continues to move forward with table top exercises of staff, and providers that cover what to do in the event of a major disaster and other emergencies.

Discussion ensued regarding **Access Services and Member Agencies' roles** with emergency preparedness, evacuation, and protocols that are in place with regard to safe harbors, food, and transportation.

Mr. Avancena reported that Access has had difficulties with establishing safe harbor locations with cities due to liability issues and/or the lack of accessibility of the facilities. He solicited TPAC members for the possible use of their facilities as safe harbor locations for emergency planning purposes. Access would use the safe harbor locations for one to two hours until an Access driver can bring the customer to a Red Cross Shelter.

Mr. McDonald suggested having Access staff send out a formal request letter to the different city managers inquiring about the availability of a safe harbor location in their cities for Access riders in the event of a disaster. Along with the letter, Ms. Rooney suggested sending a list of requested necessities that the location should have in order to be deemed a safe harbor site.

Ms. Engel also suggested incorporating proposed language into the **cities' emergency plans** that explains **Access' process** and how it ties into the **cities and county's emergency plans** in the event of an emergency. She recommended having Angela Kaufman from the City of LA attend a future TPAC meeting to discuss their current approach to emergency preparedness as it relates and ties into the plans of other cities.

LEGISLATIVE UPDATE

Mr. Colaiace gave an update on legislative activities on a local and statewide level. He provided details to TPAC members regarding discussions for reasonable modification and how it relates to Access Services and transportation standards with regard to Regional Center clients and transportation.

TPAC OFFICER NOMINATION SUBCOMMITTEE

Mr. McDonald and Ms. Rooney volunteered to form the nomination subcommittee to select the next TPAC chair and vice chair for the 2011-2012 term.

NEW BUSINESS RAISED SUBSEQUENT TO THE POSTING OF THE AGENDA

Mr. Avancena reported that Ms. Moraza is retiring from the City of El Monte after more than 38 years of dedicated service. He acknowledged Ms. Moraza for her support and work with Access Services.

ADJOURNMENT

Motion: Mr. Valdez entertained a motion to adjourn.

First: Ms. Moraza

Second: Ms. Carter

Vote: All were in favor and the motion passed.

JUNE 9, 2011

TO: TPAC

FROM: MATTHEW AVANCENA, MANAGER, PLANNING AND
COORDINATION

RE: TPAC OFFICER ELECTIONS
FY 2011-2012

ISSUE:

In accordance with Transportation Professionals Advisory Committee Bylaws, it is necessary to elect new officers of the TPAC for Fiscal Year 2011-2012

RECOMMENDATION:

Elect Ms. Kathryn Engel from Glendale Beeline as chairperson and Mr. Jesse Valdez from Eastern Los Angeles Regional Center as vice-chairperson.

BACKGROUND:

The TPAC bylaws require that officer elections take place for the Chairperson and Vice-Chairperson to fill 12 month terms effective August 2011 through July 2012. A nominating subcommittee was formed to select potential nominees at the April 2011 TPAC meeting. Ms. Joyce Rooney (Beach Cities Transit) and Mr. Kevin McDonald (Foothill Transit) volunteered to serve on the nomination subcommittee.

Attached are relevant portions of the TPAC Bylaws that address officer elections:

Article 5 - Officers

The Committee will have a Chairperson and a Vice-Chairperson. The term is one year from August through July. Officers will be elected every year at the

August meeting by a **ROLL CALL VOICE VOTE** of the majority of the members present. Officer seats will be limited to two consecutive terms served by any one individual.

Duties of the Chairperson

The Chairperson will preside at the meetings and will represent the Committee at meetings of the Access Services Board of Directors and Board committees, when appropriate.

Duties of the Vice Chairperson

The Vice-Chairperson shall perform the duties of the Chairperson in the absence of the Chairperson.

Vacancies of Officer Positions

A vacancy of an officer position shall exist in the following circumstances:

- (a) the resignation or death of an officer;
- (b) the removal of an officer by a **ROLL CALL VOICE VOTE** of the majority of the Committee;
- (c) the removal of an officer as a member of the Committee by the Board of Directors as provided in Article 3 of these bylaws.

Filling Vacancies of Officer Positions

Except as otherwise provided in these Bylaws, vacancies of an Officer position shall be filled by approval of the affirmative **ROLL CALL VOICE VOTE** of the members present at a regularly scheduled or special meeting held pursuant to Article 7 of these bylaws. Access staff will provide nominations to the Board of Directors. One (1) or more individuals may be nominated for any Committee vacancy.

In the event of a vacancy of the officer position of Chair, the presiding Vice-Chair officer will automatically assume the role of Chair for the remaining term. There will then be an election conducted for the Vice-Chair position by approval of the affirmative ROLL CALL VOICE VOTE of members present at a regularly scheduled or special meeting held pursuant to Article 7 of these bylaws.

Article 6 – Subcommittees

Officer Nomination Subcommittee

The Chairperson may establish a 3 or 5 member nominating subcommittee at its April meeting to recommend nominees, preferably two or more, for each officer position. In addition to the slate of officers developed by the subcommittee, nominations may be received from the floor. The nominating subcommittee report shall be presented in writing to the members in June prior to the election of officers.