

access

AGENDA

TRANSPORTATION PROFESSIONALS ADVISORY COMMITTEE (TPAC) MEETING

Thursday, September 15, 2011

10:00am - 11:00am

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 August 11, 2011 Meeting Minutes | Action | 3-7 |
| 5 | 6. | Staff Report | Information | |
| 5 | 7. | General Public Comment | Information | |

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|---|-----|---|-----------------|
| 5 | 8. | Report from Board of Directors | Information |
| 5 | 9. | Finalize Proposed TPAC bylaws | Possible Action |
| 5 | 10. | TPAC Appreciation | Presentation |
| 5 | 11. | New Business Raised Subsequent to the Posting of the Agenda | Possible Action |
| | 12. | 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, AUGUST 11, 2011

CALL TO ORDER

Chairperson Jesse Valdez called the meeting to order at 9:47a.m.

READ TPAC MISSION STATEMENT

Chairperson Jesse Valdez read the TPAC mission statement.

INTRODUCTIONS

TPAC members and alternates in attendance: Jesse Valdez, Kathryn Engel, Ian Dailey, Diane Amaya, Gracie Davis, Valerie Gibson, Jose Medrano, Christopher Low.

TPAC Members absent: Shirley Hsiao, Ernie Crespo, Matt Gleason, George Sparks, Wayne Wassell, Kevin McDonald.

Guest: David Howie-Jones, CARE Evaluators; Ms. Evelyn Galindo, South Central Los Angeles Regional Center

Access staff in attendance: Matthew Avancena and Giovanna Gogreve

CHAIRPERSON'S REPORT

Mr. Valdez reported that the Board would like TPAC to review and take action on the proposed bylaws.. TPAC's main purpose is to provide direction, support and recommendations to the Access Board of Directors.

APPROVE JUNE 9, 2011 TPAC MEETING MINUTES

- Motion:** Mr. Valdez entertained a motion to approve the June 9, 2011 minutes as submitted.
- First:** Moved by Ms. Engel
- Second:** Seconded by Ms. Davis
- Vote:** All members were in favor and the motion passed.

STAFF REPORT

Mr. Avancena reported the following:

- 1) White House Roundtable
Mr. Avancena and Giovanna Gogreve attended a roundtable hosted by the White House Office of Public Engagement and the Centers for Disabilities at CSUN. The roundtable event featured Ms. Therese McMillan, Deputy Administrator for the FTA. Mr. Jonathan Klein from the Local FTA office and Mr. Leslie Rogers, FTA Region IX Administrator attended. The purpose of the roundtable was to get feedback from the disability community on what they would like to see in terms of policy and funding. Access was the only transit agency at the roundtable along with a few Disability Advocates and Agencies. Mr. Avancena highlighted the Access-to-Work and the Adults Traveling with Children programs and thanked the FTA for their support of transit operators.
- 2) New Staff at Access
Ms. CJ Smith joined Access' Operations Department as the new Operations Analyst.
- 3) Support Letters for State of Good Repair Grant
Mr. Avancena thanked the TPAC members that provided support letters for the State of Good Repair grant. A grant application was submitted for 200 CNG (alternative fueled) mini vans.
- 4) Audit - Triennial Review
The triennial review of last year resulted in several findings within the civil rights portion that relates to the Limited English Proficiency (LEP), Title 6 and Disadvantaged Business Enterprise (DBE), all of which Access addressed. Mr. Avancena announced that the Federal Transit Administration approved and closed out the portion that was in question and highlighted Access's LEP program as an example of a model plan.
- 5) ADA Roundtable and CalACT Conference
Several Access staff members will participate at the ADA roundtable that is scheduled to take place September 2011 in Berkley, CA. The ADA roundtable was formed by paratransit properties in part to focus on the paratransit transportation. Paratransit, Inc. (Paratranst Operators for Sacramento area) will be hosting the roundtable and will be held in conjunction with the CalACT conference at the same

location. Access Executive Director, Shelly Verrinder, will make a presentation on the new ADA regulations. Ms. Davis added that CARE Evaluators (Access Certification contractor) will be providing a demonstration regarding ADA eligibility. Ms. Davis will make a presentation on other transit options at the conference.

GENERAL PUBLIC COMMENT

No General Public Comment heard at this time.

REPORT FROM BOARD OF DIRECTORS

No report was given at this time.

TAP CARD IMPLEMENTATION UPDATE

Mr. Avancena reported on the ongoing implementation of the TAP card process. All providers including their sub fleets tested successfully for payment processing. All MDT's in the vehicles will be upgraded by next week. On August 26, 2011, letters will be mailed out to approximately 108,000 Access riders and information flyers will be in all the Access van notifying riders of the impending changes with the ID cards.

Mr. Avancena presented the Card Carriers, and Frequently Asked Question (FAQ) items that riders will receive in conjunction with their new TAP cards. He pointed out that CAC provided feedback, which was incorporated into the TAP Card documents and the implementation process. Ms Davis suggested informing Access riders that the TAP cards will only work within Los Angeles County. Riders will have to use cash to use other systems when traveling to other counties. Discussion ensued about the method used by operators to record PCAs traveling with an Access passenger. Mr. Avancena will get back to the TPAC members on the process by which they can use to record PCAs.

REVIEW OF REVISED TPAC BYLAWS

Mr. Avancena highlighted the proposed changes to the TPAC bylaws. The committee discussed the recommended process for the appointment of TPAC officers in *Article 5-Officers*, which states the following: *Committee members will recommend a Chairperson and Vice-Chairperson for appointment by the Board Chair. If appointed by the Board Chair, the term is one year from September through October.* Ms. Engel recommended the language changed to have the Board Chairperson "ratify" the election of the TPAC Officers by the committee. After further discussion the committee

agreed upon the recommended changes as amended.

Motion: Mr. Valdez entertained a motion to approve the TPAC Bylaws as amended with an additional amendment in Article 5 - Officers- It was recommended that the language should be changed to have the Board Chairperson "ratify" the election of the TPAC Officers - Chairperson and Vice-Chairperson.

First: Moved by Ms. Engel

Second: Seconded by Ms. Davis

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

FREE FARE PROGRAM YEAR END REVIEW

Ms. Gogreve gave a presentation on the yearend review of the Free Fare Program. She highlighted the following changes for Fiscal Year 2009-2010:

- The Free Fare program shifted more than 2.47 million Access Passengers from paratransit to fixed route
- Access paid \$2.66 million to its Free Fare Partners
- The average cost per passenger increased from .79 to \$1.08
- Access saved \$64.6 million by shifting paratransit riders to fixed route
- Metrolink Free Fare ridership increased by approximately 86.5%
- Metrolink per passenger charges increased by 6% from \$7.07 to \$7.50
- Metrolink costs are approximately 75% of the total Free Fare cost to Access

ACCESS SAFETY ROADEO 2011

Mr. Avancena invited the TPAC members to attend the Access Rodeo scheduled for September 24, 2011. A video trailer highlighting last year's Rodeo was presented to TPAC.

NEW BUSINESS RAISED SUBSEQUENT TO THE POSTING OF THE AGENDA

No new business was heard at this time.

ADJOURNMENT

Motion: Mr. Valdez entertained a motion to adjourn.

First: Ms. Engel

Second: Mr. Medrano

Vote: All were in favor and the motion passed.