



LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director
(707) 263-7799 / Fax 463-2212
www.lakeapc.org

367 North State Street, Suite 206
Ukiah, CA 95482

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC) AGENDA

DATE: Tuesday, November 7, 2017
TIME: 1:30 pm

PLACE: Lamkin-Sanchez Transit Center Caltrans-District 1
Lake Transit Authority Teleconference
9240 Highway 53 1656 Union Street
Lower Lake, California Eureka, California

Teleconference Call-in # 1 (866) 576-7975, Participant Code: 961240

Call to Order and Introductions

1. Public Input
2. Approval of Draft May 9, 2017 SSTAC Meeting Minutes
3. SSTAC Membership Roster Update (*Speka*)
4. FY 2018/19 Unmet Transit Needs Process (*Speka*)
5. SSTAC Review of Regional Transportation Plan Public Transit Element (*Speka*)
6. Efforts and Direction on Recruitment of a Lake Transit Manager (*Wall, Davey-Bates*)
7. Non-Emergency Medical Transportation (NEMT)
 - a. Pay Your Pal Update (*Parker*)
 - b. MOU Between St Helena Hospital Clearlake and LTA (*Wall*)
 - c. Other NEMT projects
8. Consolidated Transportation Services Agency (CTSA) Update
 - a. Lake Links Non-profit Formation Update (*Wall, Davey-Bates*)
9. Update on Lake Transit Projects and Grants
 - a. FTA 5311(f) Program (*Wall*)
 - b. FTA 5310 Mobility Management Grant (*Parker*)
 - c. Sustainable Transportation Planning Grant Update (*Speka*)
 - d. Other grants

10. Update on Lake Transit Authority (LTA) meetings
 - a. November 8, 2017 LTA Agenda
11. Update on Human Services Transportation Programs
12. Discussion of Issues and/or Concerns of SSTAC Members
 - a. Tentative 2018 SSTAC Schedule
 - b. Activities of LTA and Others during Sulphur Fire
 - i. Evacuation efforts
 - ii. Service disruptions
 - iii. Recovery
 - c. Lake Active Transportation Team and People Services participation in Konocti Challenge
13. Date for next meeting: Tuesday, February 7, 2018
14. Announcements/Good of the Order
15. Adjourn

PUBLIC EXPRESSION

Any member of the public may speak on any agenda item when recognized by the Chair for a time period, not to exceed 3 minutes per person and not more than 10 minutes per subject, prior to the Public Agency taking action on that agenda item.

AMERICANS WITH DISABILITIES ACT (ADA) REQUESTS

To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (as allowed under Section 12132 of the ADA) please contact the APC office at (707) 263-7799, at least 72 hours before the meeting.

Date posted: 10/31/17

List of Attachments:

- Agenda Item #2: May 9, 2017 Draft SSTAC meeting minutes*
- Agenda Item #3: Staff Report on SSTAC Membership Roster Update*
 - *SSTAC Membership Roster 2017*
- Agenda Item #4: Staff Report FY 2018/19 Unmet Transit Needs Process*
 - *Adopted Definitions*
 - *Unmet Needs Adopted Findings 2017*
- Agenda Item #5: Staff Report on SSTAC Input on RTP Public Transit Element*
- Agenda Item #9c: Sustainable Transportation Planning Grant Staff Report*
- Agenda Item #10a: November 8, 2016 Lake Transit Authority Agenda*
- Agenda item #12a: Tentative 2018 SSTAC Schedule*



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367 North State Street, Ukiah, CA 95482
Administration: Suite 204 ~ 707-234-3314
Planning: Suite 206 ~ 707-263-7799

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC) MEETING Draft Meeting Minutes

Tuesday, May 9, 2017
1:40 p.m.

Lake Transit Authority
9240 Highway 53
Lower Lake, California

Caltrans – District 1
Teleconference
1656 Union Street
Eureka, California

Present: Ilene Dumont (Chair), Michelle Dibble, Karl Parker, Rebecca Southwick, Garin Fuhriman, Mark Wall, Wanda Gray and Paul Branson (Vice-Chair)

Absent: Kaye Bohren, Dave Carstensen, Tavi Granger

Also Present: Lisa Davey-Bates, John Speka, Phil Dow and teleconference: Nephele Barrett

Call to order

Ilene Dumont called the meeting to order at 1:40 PM.

1. Public Input

None

2. Approval of SSTAC Meeting Minutes

A motion to adopt the Draft February 7, 2017 Minutes was made by Paul Branson, seconded by Karl Parker, and approved unanimously.

3. SSTAC Membership Recommendations

John presented a staff report which discussed necessary changes to the SSTAC Roster. Two new members were discussed at the previous meeting in February, although a formal recommendation by the SSTAC to the APC Board couldn't be made at that time due to the item never being officially placed on that agenda. As a result, the item on the current agenda was included to discuss extending the terms of three expired seats (with new members replacing two of them) and also addressing the filling of two current vacancies. In all, five seats were under consideration for either extension or replacement. A recommendation was made to extend the "Social Services Provider- Seniors" position to October 2019, bringing forward the new nomination of Tavi Granger (Interim Manager, Lake County Adult Services); replace the still active (until October 2018) "Transportation Provider" seat with the newly nominated Rebecca Southwick (Development Officer, St. Helena Hospital Clearlake); extend the term of the "Transportation Provider- Handicapped" seat to October 2019, with Ilene Dumont (Executive Director, People Services) to continue serving as SSTAC Chair; and renew the "Consolidated Service Transportation Agent" seat to October 2019, nominating Karl Parker (Mobility Programs Coordinator, Paratransit Services) as a new representative.

The still active fifth seat, “Social Services Provider- Handicapped,” was to remain vacant until a qualified volunteer could be identified. John noted that attempts to fill that role with a representative from the Veteran’s community had come up short after several attempts were made to find a replacement for Frank Parker, the previous SSTAC member in that role. Wanda Gray, another former member of the SSTAC, was in attendance asking to fill the position. However, it was felt that, if a veteran rep was unavailable, the vacant seat would best be filled by a representative from a local Fire District as their services are often utilized in both emergency and/or non-emergency medical transportation situations. John was to contact Willy Cepeda as a possible replacement, or else to get a potential reference from Mr. Cepeda if he was unable to serve.

Rebecca mentioned that she had asked her co-worker, Garin Fuhriman, to attend the meeting as he currently oversees the patient transportation program for St. Helena Hospital Clearlake. She inquired as to whether he could be an alternate based on his position, or whether he may be a more appropriate permanent member than herself. It was felt that he could attend the meetings, but Rebecca should retain the official seat (assuming APC Board approval). A motion to recommend the above changes was made by Mark (and seconded by Paul). The motion passed unanimously.

4. Unmet Transit Needs Analysis Findings and Recommendations

Nephele Barrett presented her staff report discussing the annual unmet needs process. Definitions had been adopted of what constitutes an “unmet need” and a list of potential unmet needs was put together with input from both the SSTAC and TAC and presented to the APC Board at their March hearing. At that meeting, the Board found that the list contained needs meeting the definition, referring the matter to APC and LTA staff for further analysis. In all, **seven potential unmet needs** were analyzed by Mark with a written response prepared for each.

The **first** involved a potential need for **medical trips to Saint Helena Clearlake and Sutter Lakeside Hospital**. Mark discussed the current fixed and flex route bus services available, as well as dial-a-ride services. Upon analysis, Mark determined that the need was not “unmet” based on the amount of transit services already available to the facilities. The need was considered to be “limited,” but not involving a significant number of people to be considered “unmet.”

The **second** potential need involved **eastbound service to Spring Valley and further east, allowing people to connect with service to the Sacramento area**. LTA had pursued grant funding under the FTA 5311(f) program to help address the issue. Funding was not available in FY 2017/18 and would remain uncertain for future projects. Cuts were already proposed for existing 5311 programs, along with “toll credits” no longer being available. As a result, the “unmet need” was not considered feasible to meet at this time. Phil mentioned the possibility of a grant funded program for the entire North State Super Region to help provide services to the Sacramento area, although it would not be available for at least a couple of years. According to that plan, LTA would be feeding into a larger I-5 service corridor.

Item #3 on the list involved **Non-Emergency Medical Transportation in outlying areas**. It was considered to be an unmet need, although one that is not reasonable to meet at this time. Currently, a limited demand exists for such services. LTA administers a volunteer driver program, which is helpful, but relies on vehicles that don’t include wheelchair lifts. Otherwise, a funding source has yet to be identified for this unmet need and LTA will continue to explore

possibilities in the future.

The **fourth** item is a potential need for **Non-Emergency Medical Transportation to out-of-county locations**. This was a need that can be met. A recent FTA 5310 grant request was expected to be awarded soon (receiving a score that should qualify the request, pending final approval from the California Transportation Commission) that would cover three weekly out-of-county trips to Santa Rosa and two to Ukiah. Assuming the funding will be provided, this item would no longer be considered a significant unmet need.

Item #5 involves **expanded transit service and Mobility Training to accommodate job placement for developmentally disabled**. The analysis noted that it was uncertain at this point if this was an unmet need. Ilene noted that People Services just received a two-year grant that will start in July helping to address the potential need. It was felt by the SSTAC that it will continue to be “uncertain” as to whether it was an unmet need, but it will be monitored as the grant funded program gets underway.

The **sixth** item is for **fixed route service on Sundays for the north shore communities**. This did not meet the definition of an unmet need according to Mark’s analysis. The first reason is that there is not adequate documentation that it constitutes an unmet need. Other data suggest that there is only an insignificant need at best, based on low demand for Saturday service and even lower for Sunday. Finally, given current funding levels, Sunday service would require cuts elsewhere.

The **seventh** and final unmet need involves **deviation from the fixed route in Lucerne to accommodate a senior center lunch program**. This a need that can be met. The service would have been available anyway upon request based on the proximity to the current fixed route service and will be accommodated moving forward.

The SSTAC discussed the recommendations based on the analyses. A motion was made to accept Mark’s analysis with Paul providing a second. The motion passed unanimously to move the recommendations to the APC Board for approval at the following day’s APC hearing.

Rebecca Southwick commented that the third item (see above) stated the unmet need was not reasonable to meet based partially on a “limited demand” for NEMT service in outlying areas. She mentioned that she sees an overwhelming demand in her position from St. Helena Hospital Clearlake patients. Garin Fuhrman (from St. Helena Hospital Clearlake) stated that their daily shuttle carries 12 to 15 patients a day from outlying areas. As a result of the high volume, some aren’t able to get transportation in outlying areas. Wanda noted that Dial-a-ride service was not being used as much currently (about 15 people per day, formerly about 45 per day), which may be a result of the service being provided by the St. Helena Hospital shuttles. Mark suggested that coordination between LTA and St. Helena is needed so they could accommodate Clearlake and surrounding areas more effectively. The original recommended finding for the unmet need item was that it was not reasonable to meet based on a need for wheel chair lift equipped vehicles that aren’t available from the volunteer driver program. Through coordination with the hospital and new funding through the expected 5310 grant, the needs can be partially met. The finding was revised to read that **“it is an unmet need and it is reasonable to meet some of the need at this time. The Consolidated Transportation Services Agency (CTSA) is developing additional programs to address the remaining need.”** The earlier motion was modified by Mark to include the changes discussed (seconded again by Paul) and passed again unanimously.

5. Non-Emergency Medical Transportation (NEMT)

a) Pay Your Pal Update

Karl reported on the status of the Pay-Your-Pal program noting that it now has 35 people enrolled, 29 had submitted reports for April (not everyone enrolled uses the program every month). This is an increase of 17 new riders since February. Ten applications are currently pending. In March, 23 riders submitted reports for a total of 210 trips, covering 4,527 miles and were paid about \$1,500 in reimbursements. The cost of enrolling each new driver is about \$15 (one time cost) and about \$10 a month per rider (mostly for administrative duties).

Since the February SSTAC meeting, there was some discussion regarding an eligibility determination process where criteria can be developed on how to screen applicants using the Pay-Your-Pal service. Input from providers or others in the field was to be sought in formulating some of the criteria. Karl is in the process of finding those with time to commit a couple of hours a month to help in developing the criteria and also to look over applications received for enrollment. Tavi Granger with Adult Services was not able to commit such resources at this time. Other options include Senior Center directors. Also, looking to other programs (such as a current one in Riverside) for guidance on what criteria is most effective. The program is not meant for those able to use regular fixed route transit. Also, the trips are intended for medical purposes only. Paul suggested that Karl email a list of criteria he already had in mind which can be used as a starting point and added to as needed from that point.

b) MOU Between St Helena Hospital Clearlake and LTA

Karl reported that the MOU was approved by Caltrans in recent days and was ready to sign once the APC Board had a chance to take action at the next day's Board meeting.

6. Consolidated Transportation Services Agency (CTSA) Update

a) Lake Links Non-Profit Formation Update

Lisa reported that the process was moving forward. Articles of incorporation had been filed and by-laws were still being worked on.

7. Update on Lake Transit Projects and Grants

a) FTA 5311(f) Program

Mark discussed that 5311 funding would be cut by 26% (over \$100,000). He was currently working on a budget for the June LTA meeting. A public hearing would be held to discuss what programs could be cut. While funding was to be cut for existing services, there were still requirements that many of those services be provided in order to receive the rest of the funding. LTA was seeking ways to reduce inefficiencies as a way to cut costs. Other services that do not rely on 5311(f) funding were also to be reduced. For instance, reducing hours on some of the routes.

b) FTA 5310 Mobility Management Grant

Mark discussed the grant and what it would cover (mobility management position, mobility training, out-of-county NEMT, Pay-Your-Pal program, etc.). Karl noted that the amount received would total \$335,515 for the mobility management portion, while the other two smaller grant requests would be used to cover Pay-Your-Pal reimbursements (approximately \$65,000) and out-of-county NEMT services (approximately \$225,000).

c) FTA 5304 Sustainable Communities Grant- Bus Passenger Facility Plan

John discussed that APC was awarded \$130,000 for a bus passenger facility plan intended to look into the existing transit infrastructure to find what could be improved upon (signage, bus stops, information services, etc.). Mark mentioned that other funding was obtained to replace

bus stop signs, with the facility plan (unsuccessfully applied for last year) to be used for guidance on what needed to be replaced. Another component of the plan is intended to work out an agreement between the regional jurisdictions and their public works departments to ensure the work is completed. Finally, the plan would help to inventory facilities with respect to ADA compliance or other needed improvements.

John added that a second grant inventorying pedestrian facilities in the region was also awarded to APC that would tie in with these efforts in determining where the improvements could best be made. Phil added further that the second grant would help to determine where gaps in the current facilities are located (near bus passenger facilities for instance) and which areas should be priorities when future funding becomes available.

d) Lake Transit Hub Location Plan Update

Mark discussed that the plan was to be presented before the APC/LTA Board during the following day's meeting. The preferred site was located on County owned property on Dam Road Extension. A security analysis was prepared to alleviate concerns of the school officials located across the street from the site. The next step would be to secure the property and the funding.

8. Update on Lake Transit Authority (LTA) Meetings

a) Draft March 8, 2017 LTA Meeting Minutes

Mark covered issues discussed at the March 8 hearing including unmet needs public input, resolutions for funding, advertising contract matters and an operations and maintenance RFP which resulted in Paratransit Services having their contract renewed for a three-year period.

b) May 10, 2017 LTA Agenda

Mark discussed agenda for LTA Board meeting scheduled for the next day (May 10). It would be the longest agenda LTA had ever scheduled including 17 items. Ilene had a question regarding Item #5, which Mark explained involved a request from the "Safe RX Coalition" to have fees waived for PSA announcements on the buses to help fight the opiate crisis in the County. Normally, there would be a \$10 fee for such postings typically charged to other non-profits. Other items on the agenda include the approval of an annual audit, three resolutions authorizing federal grants, the transit hub location plan and other budget matters.

9. Update on Human Services Transportation Programs

Mark discussed the assignment of two 5310 vans to People Services. When the vans were first purchased through 5310 grants, it was believed that three senior centers would be using them. Due to the costs involved with operating the vehicles, the underfunded centers were unable to use them. LTA had no need for the vans for their Dial-a-Ride program, so it was felt to be more useful for People Services to operate the vans. Ilene noted that there is a current need for one of them in their Lakeport facility, where it will be stationed.

10. Discussion of Issues and/or Other Topics

a) Lucerne Summit

Lisa reported that she attended a summit in Lucerne called "Paving the Road Ahead" in which she sat in for Karl who was unable to make it. She discussed a pilot project lead by St. Helena Hospital that looked into ways which different County agencies could help in reducing the number of people relying on emergency room services by providing new or improved services for the homeless or mentally disabled populations. Sixteen areas of need were identified with one of the higher priority needs being transportation.

b) RTP Update

John provided an update as to the status of the Regional Transportation Plan. He was getting closer to having a draft available for review within the next couple of months. The Public Transit Element would be relevant to the SSTAC involving such items as NEMT or other transit related topics. He will be asking for input from the SSTAC once a draft has been prepared.

c) Record Bee Article, “Outstanding Rural Transportation Project” Award

An article in the Record Bee was discussed in which LTA received an award at the annual California Association of Coordinated Transportation (CalACT) conference. The award was to acknowledge LTA’s service to the community during the three years of fires and flooding that had plagued the County. Mark received the award and was congratulated by the SSTAC.

11. Date for Next Meeting

Next meeting is scheduled for August 8, 2017

12. Announcements/Good of the Order

a) Retirement of LTA Manager

Mark announced his retirement at the end of the year. He will be discussing with an ad hoc committee of the Board how best to find a replacement. Sometime between October and the end of the year, a new general manager is to be recruited.

b) Other Announcements

Mark also announced that a bike team was being formed to ride in the Konocti Challenge in October. An invitation to SSTAC members was given to anyone wishing to join.

13. Adjourn

Meeting adjourned at 3:30 P.M.

Respectfully Submitted,

John Speka – Senior Transportation Planner



SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL STAFF REPORT

TITLE: SSTAC Roster Appointments Update

DATE PREPARED: 10/25/17

MEETING DATE: 11/7/17

SUBMITTED BY: John Speka, Senior Planner

BACKGROUND: The Transportation Development Act (TDA) requires that each Regional Transportation Planning Agency maintain a Social Services Transportation Advisory Council (SSTAC) to represent interests of the elderly, disabled and persons of limited means. The SSTAC for the Lake County region is composed of nine members representing a variety of social services interests. Each of the positions are filled to represent a specific interest within staggered three-year terms (see attached current roster and term periods for each seat).

As of October 2017, three seats have expired. These include the current “Potential Transit Use- Disabled” representative (Kaye Bohren), the “Social Services Provider- Limited Means” representative (Michelle Dibble) and one of the two “Consolidated Transportation Services Agency” representatives (Mark Wall). The SSTAC will need to either reappoint existing members to a new three-year term (October 2017 through October 2020), or else make nominations for their replacements. As most are aware, Mark Wall will be retiring as the Lake Transit Manager in the coming months, which means that a representative from the CTSA will need to be nominated to take his place.

In addition to these positions, there remains a vacant seat for the “Social Services Provider- Disabled” representative. Staff continues to search for a qualified volunteer, but has been unsuccessful in finding a representative to date. Most recently, an inquiry was made at an October 5th United Veterans Council meeting in Clearlake for a potential volunteer to fill the position. Interested veterans were encouraged to contact Lake APC staff. The seat will continue to remain vacant until a qualified volunteer can be nominated. At that point, the APC Board will be asked to make an appointment to fill the vacancy.

ACTION REQUIRED: Reappointment or new nomination to the Lake APC

ALTERNATIVES: None

RECOMMENDATION: None

**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)
MEMBERSHIP ROSTER FOR 2017**

<u>Membership Position</u>	<u>Member</u>	<u>Term</u>
1. Potential Transit User 60 Years or Older	Paul Branson P.O. Box 1355 Clearlake Oaks, CA 95423 Phone: 925-286-5494	November 2015 – October 2018 e-mail: shapingmobility@gmail.com
2. Potential Transit User Disabled	Kaye Bohren 1685 South Main Street Lakeport, CA 95453 Phone: 707-263-4789	November 2014 – October 2017 email: kaybohren@me.com
3. Social Services Provider Seniors	Tavi Granger Interim Manager for County Adult Services P.O. Box 9000 Lower Lake, CA 95457 Phone: 707-995-5677	November 2016 – October 2019 email: tgranger@dss.co.lake.ca.us
4. Transportation Provider	Rebecca Southwick St. Helena Hospital Clear Lake Office of Advancement, Development Officer 15322 Lakeshore Dr., Suite 201 Clearlake, CA 95422 Phone: 707-995-5677 Cell: 707-349-8105	November 2015-October 2018 email: southwri@ah.org
5. Social Services Provider Disabled	Currently Vacant Name of Business/Title Mailing Address City, State, Zip Code Phone:	November 2015 - October 2018 email:
6. Transportation Provider Disabled	Ilene Dumont People Services 4195 Lakeshore Blvd. Lakeport, CA 95453 Phone: 707-263-3810	November 2016 – October 2019 email: idumont@rocketmail.com
7. Social Services Provider Limited Means	Michele Dibble Lake County Department of Social Services P.O. Box 9000 Lower Lake, CA 95457 Phone: 707-4364	November 2014 – October 2017 email: mdibble@dss.co.lake.ca.us
8. Consolidated Transportation Services Agency	Mark Wall Lake Transit Manager 1445 S. Silvervale St. Visalia, CA 93277-4080 Phone: 707-263-7868	November 2014 – October 2017 email: mwaconsulting@comcast.net
9. Consolidated Transportation Services Agency	Karl Parker Paratransit Services P.O. Box 698 Lower Lake, CA 95457 Phone: 707-994-3384 Ext. 7	November 2016 – October 2019 email: karlparker@mediacombb.net



SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL STAFF REPORT

TITLE: 2018/19 Unmet Transit Needs Process

DATE PREPARED: 10/25/17

MEETING DATE: 11/7/17

SUBMITTED BY: John Speka, Senior Planner

BACKGROUND: Lake APC has been conducting formal Unmet Transit Needs processes since 2014. The process is a requirement of the Transit Development Act (TDA) prior to a region using any Local Transportation Funds (LTF) for streets and roads purposes. Although the APC does not allocate any LTF funds for streets and roads purposes, the process is still considered useful as a means of identifying potential transit needs in the region as well as analyzing opportunities for Lake Transit Authority (LTA) to meet those needs if feasible. It assists the APC and LTA in determining how to best use the limited transit funding available to the region. The Unmet Transit Needs process also meets TDA requirements calling for annual public input opportunities for transit dependent or transit disadvantaged persons before the SSTAC.

The first step in this annual process is for the SSTAC to develop a list of potential Unmet Transit Needs. These needs may be identified by SSTAC members, agency staff, or the public. For your reference, I've attached the list of Unmet Transit Needs that was approved by the APC during the last Unmet Transit Needs process.

Once developed, the 2018/19 list of needs will be presented to the APC Board at a public hearing in February to determine whether any of the needs qualify as an "unmet transit need" consistent with the approved definition (attached). The Unmet Transit Needs will then be directed to LTA and APC staff members for analysis and further review by the SSTAC. Following this analysis, a recommendation will go to the APC Board determining whether or not any of the needs are considered "reasonable to meet." If needs are found reasonable to meet, those needs will then become part of the budgeting process.

ACTION REQUIRED: Develop a list of Unmet Transit Needs in Lake County that will be presented to the Lake APC at a public hearing. If desired, advise the APC on any other major transit issues per TDA mandated SSTAC duties.

ALTERNATIVES: None

RECOMMENDATION: None

**Adopted Definitions for the
Unmet Transit Needs Process
Approved by the APC 12/10/14**

Unmet Transit Need: Whenever a need by a significant number of people to be transported by moderate or low cost transportation to specific destinations for necessary purposes is not being satisfied through existing public or private resources.

Reasonable to Meet: It is reasonable to meet a transit need if all of the following conditions prevail:

- Funds are available, or there is a reasonable expectation that funds will become available. This criterion alone will not be used to determine reasonableness.
- Benefits of services, in terms of number of passengers served and severity of need, justify costs
- With the added service, the transit system as a whole will be capable of meeting the Transportation Development Act fare revenue/operating cost requirements
- Transit services designed or intended to address an unmet transit need shall not duplicate transit services currently provided either publicly or privately
- The claimant that is expected to provide the service shall review, evaluate and indicate that the service is operationally feasible, and vehicles shall be currently available in the marketplace

**Lake County FY 2017/18 Unmet Transit Needs &
Findings Adopted May 10, 2017**

1. **Medical trips to Saint Helena Clearlake and Sutter Lakeside Hospitals.** There may be an opportunity for funding partnerships with these health centers. Saint Helena Clearlake has been providing some service, however, based on the rate of non-emergency ambulance calls, there appears to still be a need.

Response: Last year, the APC found that service to St Helena Clearlake and Sutter Lakeside hospitals, as well as the Tribal Health clinic, was not an unmet need because extensive transit services are provided to each of these facilities. In addition, transport provided by the clinics and the new LTA/Lake Links Pay-Your-Pal programs supplement transit services. The remaining need is very limited, and does not meet the definition of an unmet need since it does not meet the criteria of a significant number of people in need.

Lake Transit Authority, in its capacity as the CTSA (Lake Links) has continued efforts to develop funding partnerships with health care providers and to find stable funding for additional Pay-Your-Pal services. A Memorandum of Understanding with Saint Helena Clearlake is expected to be adopted before the end of 2016/17. This MOU will provide for the use of an FTA 5310 funded vehicle by Saint Helena Clearlake to support clinic transportation services. In addition, the MOU allows Lake Links to schedule other medical trips on the Saint Helena vehicle(s) when they are compatible with the vehicle schedule. Lake Links will continue efforts to work with both hospitals and with Tribal Health.

During the past year, Lake Links has collaborated with Tribal Health in an effort to identify the need for out of county trips that the clinic cannot provide. It is our hope that the Lake Links program will be able to provide for these out of county trips beginning in 2017/18 through a 5310 grant that has received Caltrans' staff recommendation to the CTC.

Although LTA/Lake Links continues to pursue federal grants to support Pay-Your-Pal, NEMT, and mobility management efforts, the establishment of a Lake Links non-profit agency, and securement of Medi-Cal transportation funding remain keys to a broader and more robust NEMT program to supplement transit and medical provider efforts.

Finding: This does not meet the definition of an unmet need. However, Lake Transit Authority will continue to work with these local health care providers.

2. **Eastbound service to Spring Valley and further east, allowing people to connect with service to the Sacramento area.** Currently, the closest connection is at the Cache Creek Casino. There may be an opportunity to fund this service with FTA 5311f funding.

Response: There is no opportunity to fund service to Spring Valley and further east in 2017/18, and it is unknown if there will be an opportunity in subsequent years. Therefore, this unmet need is not reasonable to meet.

Caltrans announced several months ago that FTA 5311(f) funding in 2017/18 would be limited to continued funding of existing projects. In addition, it was announced that there would be an across the board cut of 26% for existing projects, and that no "toll credits" would be available.

The bottom line is that funding provides for only forty-one percent of existing projects. While funding is not expected to increase in 2018/19, Caltrans has advised that there will be no continuing projects. Rather, every recipient of these funds will have to reapply for existing projects and compete with new project requests. This outlook is not encouraging, but it does not preclude new projects.

The greater problem is providing the local match that would be needed for this service. There is not sufficient TDA funding to support this route without cutting other services. The only available non-TDA source of local match is the state Low Carbon Transit Operations Program (LCTOP), but this program does not provide adequate funds to provide local match for this route. SB1, recently signed into law, will provide additional local funds but it is unknown at this time whether or not they will be sufficient to support new bus routes in 2018/19 or thereafter. If funding appears adequate, an FTA 5311(f) application can be prepared for 2018/19.

Finding: This is an unmet need, but is not reasonable to meet at this time.

- 3. Non Emergency Medical Transportation in outlying areas.** This would serve areas beyond one mile from fixed routes, and vehicles need to include wheelchair lifts.

Response: Last year, the APC found that this is an unmet need that is not reasonable to meet. During the past year, LTA/CTSA has taken steps that may improve services to outlying areas. These include support for clinic operated wheelchair lift equipped vehicles, and further development of the volunteer driver programs. These meet more of the need, but fall short of a dedicated program to provide wheelchair lift equipped service that will meet widely dispersed trips in outlying areas. LTA/CTSA is continuing its efforts to secure funding for a pilot project that would provide wheelchair lift equipped service. Through its Mobility Manager contract, LTA/CTSA is seeking Medi-Cal funding to help support the service. LTA/CTSA is continuing to work with the health and social services community to define the need and potential funding agreements for service.

Finding: This is an unmet need and it is reasonable to meet some of this need at this time. The CTSA is developing additional programs to meet the remaining needs.

- 4. Non Emergency Medical Transportation to out of county locations.** This is needed for both adults and children. There is a particular need for transport to Santa Rosa and San Francisco.

Response: LTA, through its Lake Links CTSA program, will implement a program to provide NEMT service to out-of-county locations in 2017/18 provided that an FTA 5310 grant is received as expected. LTA has been notified that Caltrans has recommended to the California Transportation Commission that this grant be awarded. It is expected to provide \$225,139 for Out-of-County NEMT services and for senior center transportation programs.

Finding: This is not an unmet need. With the award of the FTA 5310 grant, LTA will be able to provide service that meets the identified need.

- 5. Expanded transit service and Mobility Training to accommodate job placement for developmentally disabled.** New enhanced requirements for competitive integrated job placement will be implemented soon necessitating transportation to and from jobs, potentially

outside of normal transit operating hours. It is likely that demand response service would be needed to fit this potential need.

Response: To the extent that the need is within Lake Transit operating hours, this need will be accommodated by Lake Transit routes or paratransit services provided that the origin and destination are within one mile of fixed routes. If the need is outside of normal operating hours, Lake Transit is not required to provide service under the ADA. It is unknown at this time if there is an unmet need. If there is an unmet need, the Redwood Coast Regional Center is responsible to fund transportation needs of developmentally disabled persons. LTA would consider providing such service under contract with RCRC.

Finding: This is not an unmet need. Lake Transit Authority will monitor the situation to see if additional needs arise.

6. **Fixed route service on Sundays for the north shore communities.**

Response: It is unknown if this is an unmet need as there is no documentation. Based on industry statistical evidence, transit service attracts fewer riders on Saturday than weekdays, and fewer on Sunday than on Saturday. If there were an unmet need, it could only be met at this time by cutting existing service.

Finding: This is an unmet need, but is not reasonable to meet at this time.

7. **Deviation from the fixed route in Lucerne to accommodate senior center lunch program.**

Response: Lake Transit Authority will deviate from its fixed route to accommodate the senior center lunch program.

Finding: This is an unmet need that is reasonable to meet.



SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL STAFF REPORT

TITLE: SSTAC Review of RTP Public Transit Element

DATE PREPARED: 10/25/17

MEETING DATE: 11/7/17

SUBMITTED BY: John Speka, Senior Planner

BACKGROUND: The Regional Transportation Plan (RTP) is a long-term planning document covering a 20-year time span intended to promote a safe and efficient transportation system for the movement of people and goods throughout the region. The primary purpose of the Plan is to identify transportation needs and priority projects in all modes of transportation including streets, highways, bicycle and pedestrian facilities, aviation and transit. Updated every four years (previously every five years), the RTP covers present and future transportation needs, deficiencies and constraints, as well as providing estimates of available funding for future transportation projects in the region.

Preparation of the updated RTP began approximately a year ago, and is now near completion. A draft copy was emailed to SSTAC members on October 2 (and resent October 24) requesting that comments on the document be prepared for today's meeting. The main focus would be on the Public Transit Element, or any other transportation matters related to needs of the elderly, disabled or persons of limited means found within different sections of the Plan. While input and discussion of the Draft RTP are encouraged during this meeting, comments can also be submitted afterwards for the next several weeks, while staff prepares a final draft version of the RTP.

The Draft RTP was sent out for general circulation last week along with a corresponding environmental document pursuant to the California Environmental Quality Act (CEQA). We will be accepting comments during this period from the public at two community workshop meetings scheduled for next week (November 13 and 14). Comments received from the SSTAC (as well as those received from the public or other interested agencies, including tribal governments) will be incorporated into a final draft. Staff aims to have a final copy of the draft RTP before the APC Board at its regular December meeting. At that time, we will be seeking final adoption of the Plan and its environmental (CEQA) document by the Board.

ACTION REQUIRED: Provide comments on the Draft RTP

ALTERNATIVES: None

RECOMMENDATION: None



SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL STAFF REPORT

TITLE: Sustainable Transportation Planning Grant Program

DATE PREPARED: 11/7/17

MEETING DATE: 10/25/17

SUBMITTED BY: John Speka, Senior Transportation Planner

BACKGROUND: **BACKGROUND:** As reported earlier in the year, Lake APC received two planning grants from Caltrans for the Fiscal Year (FY) 2017/18. The first was for \$130,000 for a “Bus Passenger Facilities Plan” intended to explore opportunities for both improving the existing infrastructure and expanding the information services. The plan is to include a multi-jurisdictional strategy to coordinate State, regional, county and city government resources to more seamlessly implement and maintain bus passenger facilities in the region. The second grant, a “Pedestrian Facility Needs Inventory and Engineered Feasibility Study” involves the identification of needs, priorities and feasibility of improving deficiencies within the pedestrian networks of the region’s cities and unincorporated communities. That award was for \$184,500. Ultimately, the project will develop a plan providing options and recommendations leading to the eventual construction of new and infill pedestrian facilities and/or crossings within the region. This would relate to transit services by resulting in improved “first and last mile” facilities for transit dependent individuals, especially those with disabilities.

An initial “Kick-off” meeting with Caltrans staff was held on October 23 to discuss the first steps involved. The meeting focused mainly on the release of Request for Proposals (RFPs) for each project. RFPs will be sent the first week of November with the goal of receiving proposals by early December and having consultants in place by the beginning of the New Year.

As a result of SB 1, an additional cycle of the Sustainable Transportation Planning Grant program was also added to the current fiscal year. Proposed projects were required by October 20, following (more or less) the same procedures as before. Lake APC staff submitted one application through this new cycle for the amount of \$166,800 for an “Eleventh Street Corridor Multi-modal Engineered Feasibility Study” within the City of Lakeport. The project would analyze transportation alternatives along the Eleventh Street corridor focusing on expanding multi-modal use (including transit) and improving safety for non-motorized users of the street, which is one the City’s primary east-west arteries to the downtown and lakefront areas. This particular cycle is being somewhat “fast-tracked” with award notifications expected in December. An entirely new cycle for FY 2018/2019 will then follow on its heels with new applications due in February.

ACTION REQUIRED: None, informational only.

ALTERNATIVES: None.

RECOMMENDATION: None.

**AGENDA
LAKE TRANSIT AUTHORITY**

DATE: November 8, 2017

TIME: 9:00 a.m.

PLACE: City of Lakeport
Council Chambers
225 Park Street
Lakeport, CA

1. Call Meeting to Order.
2. Roll Call.
3. Public input on any unmet transit need or any other item within the jurisdiction of this agency, but which is not otherwise on the above agenda.
4. Approval of Minutes of the September 6, 2017 meeting.
5. 2017/18 First Quarter Operating Statistics and Financial Status Report
Review and Accept the Report
6. Transit Management Transition Recommendation
7. PTMISEA Allocation Request
Approval of recommendation for final PTMISEA Allocation Requests.
8. Resolution No. 2017-18-3 Authorizing the Execution of the Certifications and Assurances for the Public Transportation Modernization, Improvement, and Service Enhancement Account Bond Program.
9. Transit Manager Report
 - Lake Active Transportation Team in Konocti Challenge
 - Sulphur Fire Recovery Effort Contributions
 - FEMA Transportation Request
10. Paratransit Services Report
11. Mobility Coordinator's Report
12. Adjourn

Any member of the public may speak on any agenda item for a time period, not to exceed 3 minutes per speaker or 10 minutes per agenda item, prior to the Public Agency taking action on that agenda item.



LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director
www.lakeapc.org

367 North State Street, Ukiah, CA 95482
Administration: Suite 204 ~ 707-234-3314
Planning: Suite 206 ~ 707-263-7799

2018

Lake County/City Area Planning Council Tentative SSTAC Meeting Schedule

<u>DATE</u>	<u>TIME</u>	<u>LOCATION:</u>
February 13, 2018	1:30 p.m.	Umpqua Bank Lakeport, CA
May 8, 2018	1:30 p.m.	Lake Transit Authority Lower Lake, CA
August 7, 2018	1:30 p.m.	Umpqua Bank Lakeport, CA
November 13, 2018	1:30 p.m.	Lake Transit Authority Lower Lake, CA

Location Addresses:

Umpqua Bank
805 11th St.
Lakeport

Lake Transit Authority
9240 Highway 53
Lower Lake