



LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

525 South Main Street, Suite G
Ukiah, CA 95482

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC) AGENDA

DATE: Monday, April 29, 2024

TIME: 2:00 pm

PLACE: People Services, Inc.
4195 Lakeshore Blvd
Lakeport, CA

Zoom Login

Dial-in number: **1-669-900-6833** / Meeting ID: **821 8233 2788** Passcode: **516387**

*Zoom link provided to the public by request

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1. Call to Order and Introductions
 2. Public Input
 3. Approval of Draft January 22, 2024 SSTAC Meeting Minutes
 4. FY 2024/25 Unmet Transit Needs Process and Proposed Approval (*Sookne*)
 5. SSTAC Membership Roster Update and Proposed Approval (*Sookne*)
 6. Update on Lake Links
 7. Update on Lake Transit Projects and Grants
 8. Update on Lake Transit Authority (LTA) meetings
 - a. Next meeting date May 15, 2024
 9. Update on Human Services Transportation Programs
 - a. People Services (*Dakari*)
 - b. Other programs and plans
 10. Discussion of issues and/or concerns of the members of the SSTAC
 11. Discuss next meeting Date: TBD
 12. Announcements/Good of the Order
 13. Adjourn SSTAC meeting

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) 234-3314, at least 72 hours before the meeting.

Date posted: 4/24/24

List of Attachments:

- Agenda Item #3: January 22, 2024 Draft meeting minutes*
- Agenda Item #4: Staff Report: 2024/25 Unmet Transit Needs Process
Adopted Definitions
24/25 Adopted Unmet Needs List & Findings*
- Agenda Item #5: SSTAC Roster*



LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

Monday, January 22, 2024
2:00 p.m.

Location
Lake Links
14420 Lakeshore Drive
Clearlake, CA

Present: Laurie Fisher; Karen Dakari, Reverend Shannon Kimbell-Auth, Holly Goetz (2:07PM), Melinda Lahr

Absent:

Non-SSTAC Attendees: Blake Batten (Caltrans)

Staff Present: James Sookne, Lisa Davey-Bates (2:08PM)

1. Call to Order and Introductions

The meeting was called to order at 2:05 p.m. Reverend Shannon opened the floor to nominations to fill the position of chair. Laurie nominated Shannon and Karen seconded the nomination. The nomination passed unanimously. Following the appointment, introductions were made.

2. Public Input

None.

3. Approval of Draft January 22, 2024 SSTAC Meeting Minutes

Laurie motioned, Karen seconded, to approve the January 22, 2024, minutes as presented. Approved unanimously.

4. FY 2024/25 Unmet Transit Needs Process and Proposed Approval

The group reviewed the FY 23/24 Unmet Transit Needs list.

1. **Eastbound service to Spring Valley.** The 2023 Transit Development Plan suggested that lifeline service to Spring Valley by reservation could be an option. This would require additional resources.
2. **Eastbound service, allowing people to connect with service to the Sacramento area.** LTA is looking at how to close this gap and connect to Shasta's service along the I-5 corridor. This is on LTA's radar but would need to find additional resources to implement the service.
3. **Non-Emergency Medical Transportation in outlying areas.** Under LTA's most recent 5310 grant, LTA began offering in-county NEMT service, therefore it is reasonable to meet.
4. **Non-Emergency Medical Transportation to out-of-county locations.** NEMT service to out-of-county locations is reasonable to meet and was implemented in 2019. The service

currently provides trips to Calistoga, Santa Rosa, and Ukiah and funding is available to provide trips as far as the San Francisco Bay Area and the Sacramento area.

5. **Fixed route service on Sundays.** Analysis that was completed during the update to the Transit Development Plan found that this is a need, but they were unable to determine the level of demand. The recommendation from the plan is to do a pilot project in Clearlake using micro transit. If it is successful, the model could be expanded to other areas such as Lakeport and Kelseyville. However, currently, this need is unreasonable to meet due to a lack of resources.

Reverend Shannon asked how microtransit could be funded. James and Lisa responded that 5310 funds could be an option, but those funds are already being used for the NEMT service. Reverend Shannon asked if non-governmental grants, such as the Redbud Health Care District or 100 Women Strong, could be used to fund the pilot. Lisa said that it is a possibility, but it would be good to have a funding source that is sustainable.

6. **Expanded transit service and mobility training to accommodate job placement for the developmentally disabled.** LTA can provide service during their normal hours of operation. Redwood Coast Regional Center can also help with this since many people with developmental disabilities are their clients. This is not an unmet need at this time.

The group decided that this item could be removed from the list as it is no longer a need.

7. **NEMT after normal business hours.** This is an unmet need; however, at this time it is unknown if it is reasonable to meet.
8. **Individualized, flexible transportation to meet the transportation needs of seniors, persons with disabilities, or low-income persons who are unable to utilize the existing public transportation system.** At this time, an “on-demand” type service to meet this need is unreasonable to meet due to a lack of resources.
9. **Earlier service to Ukiah for medical appointments, criminal justice appointments, and courses at Mendocino College.** Following analysis in the Transit Development Plan, a recommendation was made to eliminate the last Route 7 to Ukiah and replace it with an earlier one. Ridership on the last run of Route 7 is very low so eliminating it would have minimal impact. Therefore, this need is reasonable to meet with some planning and adjustments to the schedule.

James said that he'll take this list to the Lake APC Board before a public hearing in March. Reverend Shannon left the meeting at 2:55PM.

5. **SSTAC Membership Roster Update and Proposed Approval**

James brought the list before the SSTAC to officially remove Paul Branson. James asked if there was anyone else on the Lake Links Board that would be willing to fill that position. Lisa said that we could discuss this further offline.

Melinda made a motion to bring the revised list before the Lake APC Board. Holly seconded that motion. Approved unanimously.

6. **Update on Lake Links**

Laurie stated that Pay-Your-Pal program ridership dropped slightly in December. Lake Links is now recruiting volunteer drivers for the Ride Links program. There are currently five drivers onboard with two additional drivers starting training. To date, 10 rides have been completed since the program

began.

7. Update on Lake Transit Projects and Grants

James reported that the transit center is still in the design phase and is in the process of developing an RFP for a construction manager. Once that contractor is onboard, an RFP for a design-build contract will be issued.

8. Update on Lake Transit Authority (LTA) Meetings

a. February 14, 2024 meeting

The next meeting is on Valentine's Day.

9. Update on Human Services Transportation Programs

a. People Services

Karen reported that things are finally starting to look up for People Services. There are more drivers now and clients are coming back.

b. Other programs and plans

10. Discussion of issues and/or concerns of the members of the SSTAC

None.

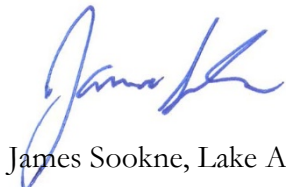
11. Discuss next meeting Date: James stated that the next meeting will be in April.

12. Announcements/Good of the Order

None

13. Adjourn SSTAC Meeting - Meeting adjourned at 3:12 p.m.

Respectfully Submitted,



James Sookne, Lake APC Administration



SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL STAFF REPORT

TITLE: 2024/25 Unmet Transit Needs Process

DATE PREPARED: 4/22/24

MEETING DATE: 4/29/24

SUBMITTED BY: James Sookne, Program Manager

BACKGROUND: The Lake Area Planning Council (APC) has been conducting formal Unmet Transit Needs processes since 2014. Its purpose is to identify priority transit needs for transit dependent or transit disadvantaged populations within Lake County. It assists the APC and Lake Transit Authority (LTA) in determining how to best use the limited transit funding available to the region.

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 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 LTA to meet those needs if feasible. The Unmet Transit Needs Process also meets TDA requirements calling for annual public input opportunities for transit dependent or transit disadvantaged persons within the jurisdictions represented by the Social Services Transportation Advisory Council (SSTAC).

The current Unmet Transit Needs process began at the January 2024 meeting of the SSTAC, where the FY 23/24 list of potential unmet needs was reviewed, and a list of potential unmet transit needs was developed for FY 24/25. Following the development of a list of potential unmet needs, a public hearing was held by the APC on March 13, 2024, at which time a finding was made that the list contained needs that met the definition of Unmet Transit Needs and referred the list to the APC and LTA staff for further analysis.

LTA staff has analyzed the needs and provided a response for each (see attached). The attachment contains all the needs that were identified with a response and recommendation addressing them. At this point, the SSTAC is asked to make a recommendation to the APC Board in determining if any of the needs are “reasonable to meet” according to the adopted definition (see attached).

ACTION REQUIRED: Make a recommendation to the APC determining if any of the potential unmet transit needs are considered “reasonable to meet”

ALTERNATIVES: None

RECOMMENDATION: The SSTAC recommends to the Lake APC Board that findings be made (per the analysis by LTA staff) that there are unmet transit needs which are reasonable to meet according to the adopted definitions. It is anticipated that the APC will take action at their May 10, 2024, meeting.

**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 Transit Authority

Lisa Davey-Bates, Executive Director

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525 S. Main Street, Ste. G
Ukiah, CA 95482
(707) 263-7868

Operations
P.O. Box 698
Lower Lake, CA 95457
(707) 994-3384

April 19, 2023

Lisa Davey-Bates
Executive Director
Lake Area Planning Council
525 S. Main Street, Suite G
Ukiah, CA 95482

Lake Transit Authority Response to Potential Unmet Transit Needs & Recommended Findings for the APC FY 2024/25

Dear SSTAC Members, Technical Advisory Committee Members, and APC:

Thank you for the opportunity to respond to the list of FY 2024/25 Potential Unmet Needs. Lake Transit Authority (LTA) takes these very seriously. It is unfortunate that all available TDA dollars are already expended making our response to new potential needs difficult. In most cases, responding to an unmet need will mean that LTA and/ or the APC must either find a new funding source, such as a federal or state grant, or weigh the importance of the unmet against cutting an existing service.

1. Eastbound service to Spring Valley. Currently, there is no service east of SR 53.

Response: Transit service for residents of Spring Valley is an unmet need. The Live Oak Transportation Project, an FTA Section 5317 funded program that was sponsored by the Area Agency on Aging and operated by Live Oak Senior Center, attempted to serve Spring Valley residents while that project was active for several years beginning in 2009; however, there was very little demand for service. The recommendation from the FY 22/23 Unmet Transit Needs Process was to further study this issue during the current update to the Transit Development Plan for Lake County. The 2023 Transit Development Plan recommends operating a lifeline service from Clearlake/Lower Lake to Spring Valley two times a day, one day a week. This service would be by advance reservation only and would cost approximately \$11,000 per year.

Recommended Finding: At this time, service to Spring Valley is an unmet need that is unreasonable to meet due to a lack of resources.

2. Eastbound service, allowing people to connect with service to the Sacramento area. Currently, the closest connection is at the Cache Creek Casino.

Response: Intercity bus service connecting to Sacramento is an unmet need that may be reasonable to meet. Lake Transit Authority was included in a coordinated joint Transit and Intercity Rail Capital Program (TIRCP) grant application submitted by the Shasta Regional Transportation Agency (SRTA) that would provide capital funding for a zero-emission bus project for Phase II of the North State Express. Unfortunately, SRTA's TIRCP application that included this service was not successful. LTA is currently working with SRTA and other rural northern California transit agencies on interagency connectivity, which would include a connection from Lake County to I-5. At this time, these plans are purely conceptual and due to a lack of funding, it is unknown when implementation will occur. Therefore, this unmet need is not reasonable to meet.

Recommended Finding: The unmet need for service connecting to the Sacramento region is unreasonable to meet at this time due to a lack of funding.

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: LTA successfully applied for a 5310 grant in 2022 to modify and expand the existing out-of-county NEMT service. The new model incorporates a pool of volunteer drivers that would use their own vehicles for ambulatory clients. This will be in addition to the existing service provided by LTA and will allow Medi-Links to continue to grow into the future. Additionally, this grant now covers all NEMT trips, whether in or out of county.

Recommended Finding: Under LTA's most recent 5310 grant, in-county NEMT service is now reasonable to meet.

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 was awarded an FTA 5310 grant in 2017 to provide Out-of-County NEMT services and senior center transportation programs for three years. The grant application helped to address NEMT needs for trips to Ukiah and Santa Rosa. In partnership with Lake Links, Medi-Links was created in 2019 to provide NEMT services to out-of-county locations. The program currently takes clients to Calistoga, Santa Rosa, and Ukiah; however, additional destinations are available. LTA successfully applied for 5310 grant in 2022 to modify and expand the existing NEMT service. The new model incorporates a pool of volunteer drivers that would use their own vehicles for ambulatory clients. This will be in addition to the existing service provided by LTA and will allow Medi-Links to continue to grow into the future. Additionally, this grant will now cover all NEMT trips, whether in or out of county.

Recommended Finding: NEMT service to out-of-county locations is reasonable to meet and was implemented in 2019. The service currently provides trips to Calistoga, Santa Rosa, and Ukiah. As the program expands, trips will be available to additional destinations.

5. Fixed route service on Sundays. Another frequently noted need subject to funding availability.

Response: There is a need for service on Sundays throughout Lake County, as noted during the public survey process during the 2023 update to the Transit Development Plan (TDP). Based on transit industry statistical evidence, transit service attracts fewer riders on Saturday than weekdays, and even fewer on Sunday than on Saturday. LTA Saturday ridership supports the industry evidence as there are 35 to 40 percent fewer Lake Transit riders on Saturdays than on weekdays. Sundays would likely generate even fewer riders. A recommendation from the 2023 TDP is to do a pilot project within the City of Clearlake that would offer on-demand microtransit service on Sundays from 9:00AM to 3:00PM, for an approximate annual cost of \$31,300. This pilot project would gauge whether this type of service could be implemented in other major community centers throughout the County.

Recommended Finding: There is an unmet need for transit service on Sundays. The need is not reasonable to meet at this time due to a lack of funding.

6. NEMT after normal business hours. Instances in which a need for non-emergency transport arises outside of normal service hours.

Response: During LTA business hours, many NEMT needs are met by LTA transit and paratransit services. When LTA is closed, the only resources are typically taxi and emergency medical transportation provided by fire districts. Utilizing EMT services for NEMT needs is costly and problematic. One idea to address this situation is to extend LTA paratransit hours, or provide an alternative NEMT service through Lake Links, and work with the fire districts to dispatch the most appropriate and cost-effective service. If the patient is ambulatory, the Lake Links' Pay-Your-Pal or Volunteer Driver Program could be an option. The extent of the need for afterhours NEMT is not well documented, and the feasibility of providing afterhours NEMT is therefore unknown.

Recommended Finding: NEMT after Lake Transit operating hours is an unmet need. At this time, it is unknown if it is reasonable to meet. This requires additional study by LTA, Lake Links, and/or the APC.

7. Individualized, flexible transportation to meet the transportation needs of seniors, persons with disabilities, or low-income persons who are unable to utilize the existing public transportation system.

Response: Although most of the focus as of late has been on non-emergency medical transport (NEMT) services, there is also a need for other "on-demand" types of services for non-medical trips. A previous survey for the Pay-Your-Pal (PYP) program revealed that 90% of the respondents were in favor of this type of service. The recommendation from the FY 22/23 Unmet Transit Needs Process was to further study this issue during the current update to the Transit Development Plan (TDP) for Lake County. Based on current ridership data and survey results from the TDP, microtransit could be implemented in some parts of the county, specifically in Lakeport and the Rivas, which would provide a partial solution to this unmet need. However, without additional funding dedicated to this "on-demand" service, implementation of this service at this time could only be done by reducing existing fixed-route service. Another potential solution to help meet this need could be Lake Links' Pay-Your-Pal or Volunteer Driver Program. While these programs aren't necessarily "on-demand", both could help to meet this need.

Recommended Finding: At this time, implementation of an "on-demand" type service to meet the transportation needs of seniors, persons with disabilities, or low-income persons who are unable to utilize the existing public transportation system is an unmet need that is unreasonable to meet due to a lack of funding.

8. Earlier service to Ukiah for medical appointments, criminal justice appointments, and courses at Mendocino College. The existing fixed route service to Ukiah doesn't allow riders to attend early morning medical or criminal justice appointments or early classes at Mendocino College.

Response: Over the years, LTA has received the occasional comment that there should be earlier service to Ukiah so riders could get to their early appointments; however, the exact demand for this service hasn't been known. The recommendation from the FY 22/23 Unmet Transit Needs Process was to further study this issue during the current update to the Transit Development Plan for Lake County. The 2023 Transit Development Plan recommends eliminating the last Route 7 run, which currently leaves Lakeport at 5:00PM and returns to Lakeport at 8:28PM and adding an earlier run that would leave Lakeport at 6:30AM and arrive in Ukiah at 8:00AM. This would allow riders to attend their early morning medical or criminal justice appointments or early classes at Mendocino College.

Recommended Finding: With some planning and adjustments to the existing schedule, earlier service to Ukiah for medical appointments, criminal just appointments, and courses at Mendocino College could be an unmet need that is reasonable to meet.

Again, thank you for the opportunity to respond to unmet needs testimony. The partnership between LTA and the Area Planning Council to identify unmet needs, and plan appropriate responses has continued to provide many useful and important transportation improvements.

Sincerely,

A handwritten signature in blue ink, appearing to read "James Sookne".

James Sookne
Program Manager

**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL
(SSTAC) MEMBERSHIP ROSTER - 2024**

		<u>TERM</u>
1. Potential Transit User 60 Years or Older	Vacant	Nov. 2021 – Oct. 2024
2. Potential Transit User Disabled	Vacant	Nov. 2023 – Oct. 2026
3. Social Services Provider Seniors	Rev. Shannon Kimbell-Auth Phone: 707-349-2324 E-mail: shannon.kimbellauth@redcross.org	Nov. 2022 – Oct. 2025
4. Transportation Provider	Holly Goetz, MSW, ASW Sutter Lakeside Hospital 5176 Hill Rd. E. Lakeport, CA 95453 E-mail: GoetzHR@sutterhealth.org	Nov. 2021 – Oct. 2024
5. Social Services Provider Disabled	Vacant	Nov. 2021 – Oct. 2024
6. Transportation Provider Disabled	Karen Dakari People Services 4195 Lakeshore Boulevard Lakeport, CA 95453 Phone: 263-3810 / E-mail: karendakari@yahoo.com	Nov. 2022 – Oct. 2025
7. Social Services Provider Limited Means	Melinda Lahr Lake County Department of Social Services P.O. Box 9000 Lower Lake, CA 95457 Phone: 707-995-4395 / E-mail: melinda.lahr@lakecountyca.gov	Nov. 2023 – Oct. 2026
8. Consolidated Transportation Services Agency	Vacant	Nov. 2023 – Oct. 2026
9. Consolidated Transportation Services Agency	Laurie Fisher Lake Links 14420 Lakeshore Drive Clearlake, CA 95422 Phone: 707-995-3330 / E-mail: laurie.fisher@lakelinks.org	Nov. 2022 – Oct. 2025