



## COMMITTEE FOR TRANSIT ACCESSIBILITY

Wednesday, December 12, 2007

Building A, Auditorium  
Valley Transportation Authority (VTA)  
3331 North First Street  
San Jose, California

### SUMMARY MINUTES

1. **CALLED TO ORDER at 1:04 p.m.**

**ROLL CALL: Members Present:** Anthony Drummond, staff aid representing Board Liaison Forrest Williams (Ex-Officio), Gouveia, Grant, Heatley (Ex-Officio), Hernandez, Jensen, Julian, Michels, Morrow, Slack, Stahl, Tamez

**Members Absent:** Eljas, Gallo, Lasich

**A quorum was not present and a Committee of the Whole was declared.**

2. **INTRODUCTION OF AUDIENCE MEMBERS**

**The Committee of the Whole received** introductions from the audience including: Chris Augenstein; Deputy Director of Planning, David Ledwitz; Management Analyst, Bob Escobar; Employee Relations Manager, Evelyn Tran; Sr. Assistant Counsel, Mark Robinson; Chief Construction Officer, Ann Carey; Executive Assistant to the General Manager, Jim Unites; Operations Planning Program Manager, Bill Capps; Service and Operations Planning Manager, Dan Smith; Chief Operating Officer, Nancy Coss-Fitzwater; Policy and Administrative Manager, Tim Dobern; Interested Citizen, Larry Saltman; Interested Citizen, and Tony Hung; Customer Service Supervisor.

3. **PUBLIC PRESENTATIONS**

Barbara Stahl, Interested Citizen, questioned whether or not surveys had been taken from riders who would be affected by eliminated bus routes. **The Committee of the Whole thanked** her for her comment and asked staff to address her concerns after the meeting.

4. **Minutes of November 7, 2007**

**The Committee of the Whole deferred** the Minutes of November 7, 2007.

**BUSINESS REFERRED TO COMMITTEE BY THE BOARD OF DIRECTORS/  
GENERAL MANAGER**

5. **The Committee of the Whole received** an update from the Chief Operating Officer.

**Staff provided** an update which highlighted:

- VTA's New Bus Service Plan
- Communications and marketing program, and trip planning sessions that are taking place
- Launch of the new VTA website
- Bus stop shelter modifications at Space Park and Scott Boulevard to comply with the Americans with Disabilities Act
- Accessible Information and Websites Policy
- ADA Paratransit Service Area will be considered at December 13, 2007 Board Meeting
- A&F committee will consider forwarding nominations to Board to fill seven vacancies on CTA at the 12/20/07 meeting.

**Staff** asked that CTA members inform VTA staff of organizations that would benefit from trip planning sessions. Staff thanked CTA for serving on focus groups and for their feedback on the Website, Bus Shelter, and Accessible Documents Policy.

**Staff announced** several topics for next month's meeting, which included, National Transit Database Reporting, Travel Patterns for Senior and Disabled, Southline Light Rail Platform Retrofit Project, and VTA's Green Initiative Project.

**Staff indicated** that they are working with Transit Planning & Operations Chair, Dolly Sandoval, on a written response to the concerns that were raised by Chair Tamez at the October 18, 2007 TP&O Meeting.

**The Agenda was taken out of order**

13. **The Committee of the Whole received** the Accessible Information Policy – Electronic Documents and Web-Based Intranet and Intranet and Internet.

**Staff provided** a draft of the Accessible Information Policy. It was requested that the CTA members review the policy and respond with information and feedback by the January 9, 2008 CTA Meeting. Once recommendations are received, they will be considered and a final draft given to Executive Staff and General Manager for review. Once reviewed, the Policy will go before the Board for adoption and will be distributed to all VTA committees.

**The Committee of the Whole provided comments** relating to compliance to the new policy and timeliness of accessible documents.

- **Requested** a count of how many documents are accessible to date and how many are not and cannot be
- **Suggested** that the policy reflect that every manager be held accountable to be in compliance with the new policy

- **Suggested** electronic versions be prepared before they go to print so that it wouldn't be discovered that they were inaccessible at the last minute
- 1) **Staff responded** that every effort would be taken to insure that documents are accessible without causing undue financial or administrative burden to VTA.
  - 2) **Staff responded** that the information will be provided to the Committee at the January 9, 2008 CTA meeting.
6. **The Committee of the Whole received** a report on the Regional Transportation Plan/Valley Transportation Plan (VTP) 2030.

**Staff reported** information on the VTP 2030 vision for the 25 year time span and what stages of planning VTA is currently in. The report highlighted ways of reaching the Greenhouse Target, which included, HOT and HOV lanes, Tolling Freeways, European level pricing for gas, and Taxes on Vehicle Ownership.

**The Committee of the Whole requested** that the CTA have more input into the plan for services that provide direct improvements for people with disabilities and seniors.

**Staff indicated** that there are projects and programs in the plan that will service people with special needs, and that staff will periodically report to the Committee and work with them over the course of development.

7. **The Committee of the Whole received** the Nominating Committee Report for CTA Chairperson, First Vice Chairperson, and Second Vice Chairperson for 2008.

**The Committee of the Whole received** the nominations for CTA 2008:

Nominee for Chairperson – Randy Tamez

Nominee for First Vice Chairperson – Aaron Morrow

Nominee for Second Vice Chairperson – David Julian

8. **The Committee of the Whole deferred** the election of CTA Chairperson for 2008.
9. **The Committee of the Whole deferred** the election of CTA First Vice Chairperson for 2008.
10. **The Committee of the Whole deferred** the election of CTA Second Vice Chairperson for 2008.
11. **The Committee of the Whole received** an update on the Bus Stop Shelter at Scott Boulevard and Space Park in Santa Clara.

**Staff provided** an update of the previously reported limitations of the area. VTA is working with Clear Channel to scale down the size of the shelter and they have agreed to the modifications. **Staff indicated** that the Shelter should be completed by the end of the month.

**The Committee of the Whole requested** that staff take a look at the eastbound bus stop at Senter Road and Easy Street in San Jose. Wheelchair accessibility is very limited due to a retaining wall, and drivers must utilize the bike lane in order to lower the ramp to allow the person to board the bus.

**Staff indicated** that they will survey the site and determine what needs to be done and report back to them.

**The committee of the Whole expressed appreciation and thanked** VTA staff for the work they have done on finding a solution on the Space Park Shelter issue.

12. **The Committee of the Whole received** a report on Origin-to-Destination Information.

**Staff provided** a brief summary of the meaning of Origin-to-Destination service. The Americans with Disabilities Act defines three service options which include: 1) Complementary Paratransit, 2) On-Call bus service to an accessible fixed route, or 3) Paratransit feeder service to an accessible fixed service.

Member Gouveia left her seat at 2:18 p.m.

**Staff reported** that Currently, VTA operates a door-to-door service and does not charge a premium rate. Neighboring paratransit services SamTrans' Redi-Wheels provide door-to-door assistance, and BART's East Bay Paratransit Consortium (EBPC) is primarily curb-to-curb.

**The Committee of the Whole requested** that staff provide additional information on other paratransit services in the area, and to also coordinate with a representative from MTC to attend a CTA meeting within the next few months to discuss the Origin-to-Destination Paratransit Services within the region.

**Staff indicated** that they would get back to them with the requested information.

Member Gouveia took her seat at 2:23 p.m.

14. **The Committee of the Whole discussed** the Distribution lists: Board of Directors, Standing and Advisory Committees.

**Staff asked** the Committee's preference in receiving Advisory, Standing, and Board of Directors information and the type of information to be received.

**Electronic Accessible Packets via E-Mail of all Advisory, Standing, and Board**

- Anthony Drummond staff aide representing Ex-Officio Board Liaison Forrest Williams
- Ex-Officio Board Liaison Forrest Williams
- Linda Gallo
- Katie Heatley Ex-Officio Member
- Laura Michels
- Aaron Morrow, First Vice Chairperson

- Randy Tamez, Chairperson

**Large Print Packets via Standard Mail of all Advisory, Standing, and Board**

- Sandra Gouveia
- David Julian

**Regular Print Packets via Standard Mail of all Advisory, Standing, and Board**

- Anthony Drummond staff aide representing Ex-Officio Board Liaison Forrest Williams
- Ex-Officio Board Liaison Forrest Williams
- Katie Heatley Ex-Officio Member
- Aaron Morrow, First Vice Chairperson

David Grant requested Regular Print Packets via Standard Mail of CTA, PAC, A&F, TPO, and Board and Agenda Onlies of BPAC, CAC, TAC, and CMPP.

Troy Hernandez requested Regular Print Packets via CTA, CAC, TPO, and Board.

Marjorie Jensen requested Regular Print Packets via Standard Mail of CTA only.

Thomas Slack requested Electronic Accessible and Large Print Packets via Standard Mail of CTA only.

Barbara Stahl requested Regular Print Packets via Standard Mail of CTA only.

Emma Eljas and Martin Lasich were absent.

15. **The Committee of the Whole discussed** the Mainstreaming of Individuals with Disabilities into VTA.

Member Julian left his seat at 2:28 p.m.

Member Grant left his seat at 2:28 p.m.

16. **The Committee of the Whole discussed** the Committee for Transit Accessibility (CTA) Motion Tracking report Update.

17. **Committee for Transit Accessibility (CTA) Workplan**

**The Committee of the Whole received** the Committee Work Plan, highlighting: 1) Scott Boulevard and Space Park Shelter; 2) Southline Retrofit Project; 3) Talking Signs; 4) Mobility and Travel Training as a subset of talking signs 5) CTA Motion Tracking Form; 6) Origin-to-Destination Services; 7) Paratransit Service impact due to the change in the of the Comprehensive Operations Analysis; 8) The Nominating Committee; and 9) The appointment of a 5310 review committee.

Member Grant returned to his seat at 2:35 p.m.

Member Julian returned to his seat at 2:36 p.m.

**Staff indicated** that the only item that was not reflected in the Workplan update was VTA's application for the New Freedom Grant to the MTC. The deadline was approaching and there was no time to update the Workplan and add it to the Agenda.

**The Committee of the Whole requested** that they receive a copy of the grant proposal that went to the MTC for the New Freedom Grant.

**Staff** indicated that they would provide the Committee with a copy.

**The Committee of the Whole expressed concern** about the membership of the CTA. They would like to expedite the possible changing of the By-laws regarding membership like the Policy Advisory Committee.

**The Committee of the Whole expressed concern** regarding the New Freedom Grant Proposal and CTA's disagreement with the Mobility Options Plan that VTA proposed, and is seeking the grant monies for, and wanted to know why it was not on the Agenda.

**The Committee of the Whole requested** that the item be referred to the Board of Directors because of how it was handled, and that CTA be effective in providing support and advice with deciding how the funding will be spent if it is received.

**Staff responded** that the funding grant deadline was approaching before the plan was finalized and that CTA will provide input to formulate the plan and the way the funding is spent if it is received.

**The Committee of the Whole indicated** that the issue will be forwarded to the December 20, 2007 TP&O meeting and they will notify MTC of CTA's position on the proposal.

## REPORTS

18. **The Committee of the Whole received** the City of San Jose Disability Advisory Commission (DAC) report.
19. **The Committee of the Whole deferred** the Board of Directors Report.
20. **The Committee of the Whole deferred** the Committee Staff Report.
21. **The Committee of the Whole deferred** the Chairperson's Report.

## OTHER

22. **Announcements**

Member Gouveia announced that she is retiring from the Vista Center, where she worked for 10 years.

**23. ADJOURNED at 3:04 p.m.**