

# **COMMITTEE FOR TRANSIT ACCESSIBILITY**

Wednesday, January 9, 2008

## **MINUTES**

### **Appoint Chairperson Pro Tempore:**

**On general consensus**, there being no objection, the Committee appointed Member Julian as Chairperson Pro Tempore.

### **1. CALL TO ORDER**

The Regular Meeting of the Committee for Transit Accessibility (CTA) was called to order at 1:04 p.m. by Chairperson Pro Tempore Julian in Building A, Auditorium, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

### **ROLL CALL**

#### **Members Present**

Lori Arnberg  
Emma Eljas  
Linda Gallo  
David Grant  
Katie Heatley (Ex-Officio)  
Troy Hernandez  
David Julian, Chairperson Pro Tem  
Marjorie Jensen  
Martin Lasich  
Montague, Mike  
Shawna Nourzaie  
Dilip Shah  
Barbara Stahl  
William Zhu

#### **Members Absent**

Anthony Drummond, staff aide representing Ex-Officio Board Liaison Forrest Williams  
Sandra Gouveia  
Connie Langford  
Laura Michels  
Aaron Morrow, First Vice Chairperson  
Larry Saltman  
Thomas Slack

**A quorum was present.**

**2. INTRODUCTION OF AUDIENCE MEMBERS**

David Ledwitz, Accessible Services Management Analyst; Ann Carey, Executive Assistant to the General Manager; Ehsan Ilyas, Senior Transportation Engineer; Christina Jaworski, Environmental Planner; Tom Fitzwater, Environmental Planning Manager; Joonie Tolosa, Operations Senior Management Analyst; Nancy Coss-Fitzwater, Policy and Administrative Manager; Bob Escobar, Employee Relations Manager; Patrick Griffin, Customer Service Supervisor; Bob Victor, SVRT – Information Systems Supervisor; Evelyn Tran, Senior Assistant Counsel; Dan Smith, Chief Operating Officer; and Dale Halterman, Project Manager – Technology.

**3. PUBLIC PRESENTATIONS**

Barbara Stahl, Interested Citizen, expressed concern with the new bus schedules and with buses not arriving on time.

Emma Eljas, Interested Citizen, expressed concern regarding the nominating committee. She had previously volunteered for the committee, but was never contacted.

David Julian, Interested Citizen, commented on the disaster planning for Outreach. He noted phone lines were down during the storm and he was unable to get through. He suggested that they have a plan in place for emergency situations.

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

M/S/C (Grant/Stahl) to approve the Minutes of November 7, 2007.

**5. Summary Minutes of December 12, 2007**

**On order of Chairperson Pro Tempore Julian**, there being no objection, the Committee accepted the Summary Minutes of December 12, 2007.

**6. Chief Operating Officer Update Report.**

Dan Smith, Chief Operating Officer, acknowledged the contributions and accomplishments of former Chairperson, Randy Tamez, to the Committee for Transit Accessibility (CTA) and the disabled community.

Mr. Smith provided an update which highlighted:

**The New Bus Service**

The new service will begin on January 14, 2008. VTA Employee Ambassadors are in the field providing customers with information on bus service changes. Outreach contacted Paratransit customers and informed them of the route and time changes and the new surcharges.

**NOTE: M/S/C MEANS MOTION SECONDED AND CARRIED AND, UNLESS OTHERWISE INDICATED, THE MOTION PASSED UNANIMOUSLY.**

**Space Park Bus Shelter Modifications**

The modifications to the Space Park Bus Shelter have been completed and the specifications comply with the Americans with Disabilities Act.

#### **New CTA Appointments**

The Board approved seven new appointments to CTA; Four appointments from human services agencies and three members representing individuals with disabilities. Forrest Williams will remain as the CTA Board Liaison.

#### **National Transit Database (NTD)**

A report from the NTD will be agendaized for the February CTA meeting.

#### **Workplan Update**

The CTA Workplan has been reorganized. Completed items will remain on the Workplan with a brief description of the outcome or action taken.

#### **CTA Concerns**

Transit Planning and Operations (TP&O) Chairperson, Dolly Sandoval, provided a written response to Mr. Tamez, regarding CTA concerns. She will set up a meeting with the new CTA Chairperson to determine if any further action is needed.

Member Grant expressed appreciation for staff's work on the Space Park Bus Shelter modifications.

Member Eljas thanked staff for the letter to Mr. Tamez, and suggested he be given a plaque.

**On Order of Chairperson Pro Tempore Julian,** there being no objection, the Committee received the Chief Operating Officer Update Report.

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

7. **Election of CTA Chairperson for 2008.**

**On Order of Chairperson Pro Tempore Julian,** there being no objection, the Election of CTA Chairperson for 2008 was deferred.

8. **Election of CTA First Vice Chairperson for 2008.**

**On Order of Chairperson Pro Tempore Julian,** there being no objection, the Election of CTA Vice Chairperson for 2008 was deferred.

9. **Election of CTA Second Vice Chairperson for 2008.**

**On Order of Chairperson Pro Tempore Julian,** there being no objection, the Election of CTA Second Vice Chairperson for 2008 was deferred.

10. **VTA Sustainability Program Report.**

Tom Fitzwater, Environmental Planning Manager, provided a report on VTA's Sustainability Program, whose goal is to minimize pollution and conserve resources. VTA has purchased ten Ford Escape Hybrids and retired ten vehicles that caused more pollution. There is \$3 million budgeted over the next two years to implement a program that will certify VTA as a green business.

**On order of Chairperson Pro Tempore Julian**, the Committee received the VTA Sustainability Program Report.

**11. Southline Retrofit Project Report.**

Ehsan Ilyas, Senior Transportation Engineer, provided an update on the Retrofit Project of the Guadalupe Light Rail Line. This will complete the upgrade on the line, and will eliminate boarding using a ramp, steps, or lifts, making it completely accessible for all patrons. Throughout the duration of the project, there will be an interruption of service for stations that are being rehabilitated. Ample notification will be given and extra bus services provided. The expected completion date is March 2009.

Member Jensen requested staff provide a list of project schedules and dates of completion.

**On order of Chairperson Pro Tempore Julian**, there being no objection, the Committee received the Southline Retrofit Project Report.

**12. Accessible Information Policy-Electronic Documents and Web-based Intranet and Intranet and Internet Update.**

Bob Escobar, Employee Relations Manager, asked for comments on the Accessible Information Policy. CTA members received a draft at the December 12, 2007 meeting and were asked to review and comment on the document.

Member Heatley commented that no CTA members from the sight impaired community were present to give feedback.

**On order of Chairperson Pro Tempore Julian**, there being no objection, the Committee received the Accessible Information Policy-Electronic Documents and Web-based Intranet and Intranet and Internet Update.

**13. On-Board Passenger Survey: Results Focused on Senior/Disabled Passengers.**

Joonie Tolosa, Operations Sr. Management Analyst, provided a report on the On-Board Passenger Survey for Senior/Disabled Passengers.

Member Grant expressed concern that the survey did not focus on travel patterns of the disabled. He noted that CTA was requesting information on major routes and the flow of traffic to help develop the Travel Training Program and ensure buses are equipped to provide easiest access available for disabled riders. He questioned if the requested data could be retrieved from the new fare boxes. Member Grant requested that the Fare Box update be placed on the CTA Workplan.

**On order of Chairperson Pro Tempore Julian**, there being no objection, the Committee received the On-Board Passenger Survey Report.

**14. Origin-to-Destination Report**

David Ledwitz, Accessible Services Analyst, provided additional information regarding Origin-to-Destination door-to-door or curb-to-curb paratransit services offered by all transit agencies in the region, as requested by CTA at the December 12, 2007 meeting. Mr. Ledwitz informed the committee that of the 18 transit services in the region, Vallejo solely offered curb-to-curb services.

Member Heatley commented that San Mateo's door-to-door service provided escort assistance for up to 25 feet, which works well for medical facilities, but not many other destinations. She also noted that there is a capacity issue with the East Bay's paratransit service, and passengers must confirm their ride the evening prior to the trip.

**On order of Chairperson Pro Tempore Julian**, there being no objection, the Committee received the Origin-to-Destination Report.

**15. Mainstreaming of Individuals with Disabilities into VTA.**

There was no report on Mainstreaming of Individuals with Disabilities into VTA.

**16. Committee for Transit Accessibility (CTA) Motion Tracking Report Update.**

CTA Staff Liaison, Camille Williams, provided an update on Motion Tracking based on the action taken by the Board. She commented that the surcharge for paratransit service will go into effect April 2008.

Member Grant noted that CTA requested the Hay Group consider restructuring the Accessible Services Department and to forward that request to the Board. He expressed concerns that the request went to the Executive Committee instead of the Board, and that Accessible Services is not mentioned in the Hay Report.

Member Grant requested a copy of CTA's Motion to meet with the Hay Group.

Member Stahl requested that the item be put on the February Agenda.

**On order of Chairperson Pro Tempore Julian**, there being no objection, the Committee received the Motion Tracking Report Update.

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

Camille Williams, CTA Staff Liaison, provided a brief Workplan update. She noted that the format of the Workplan has changed. She stated that completed items will remain on the Workplan and the action taken will be noted.

Member Grant requested that a copy of Chairperson Sandoval's written response regarding CTA's concerns be included with the CTA Agenda Packet for the February 13, 2008 meeting.

**On order of Chairperson Pro Tempore Julian**, there being no objection, the Committee received the CTA Workplan Update.

## **REPORTS**

### **18. City of San José Disability Advisory Commission (DAC) Report**

There was no Disability Advisory Commission Report.

### **19. Board of Directors Report**

There was no Board of Directors Report.

Member Zhu left his seat at 2:15 p.m.

### **20. Committee Staff Report**

Camille Williams, CTA Staff Liaison, announced that Member Morrow expressed interest in being nominated for the position of CTA Chairperson for 2008, and would like to add his name in the slate of candidates.

**On order of Chairperson Pro Tempore Julian**, there being no objection, the Committee received the Committee Staff Report.

### **21. Chairperson's Report**

Chairperson Pro Tempore Julian asked for additional members to serve on the Travel Training Subcommittee. New Members Arnberg, Montague, and Nourzaie volunteered.

Member Jensen left her seat at 2:20 p.m.

**On order of Chairperson Pro Tempore Julian**, there being no objection, the Committee received the Chairperson's Report.

## **OTHER**

### **22. Announcements**

Member Heatley addressed concerns mentioned at the beginning of the meeting regarding Outreach's phone lines during the storm. She informed members that AT&T's phone services were down in all of Northern San Jose which affected Outreach. She noted that Outreach does have a plan in place and she will provide a memo to CTA members explaining their emergency procedures should the situation arise again.

### **23. ADJOURNMENT**

**On order of Chairperson Pro Tempore Julian**, there being no objection, the meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Menominee McCarter, Board Assistant  
VTA Board of Directors