

# COMMITTEE FOR TRANSIT ACCESSIBILITY

Wednesday, March 12, 2008

## MINUTES

### 1. CALL TO ORDER

The Regular Meeting of the Committee for Transit Accessibility (CTA) was called to order at 1:00 p.m. by Chairperson Morrow in Building A, Auditorium, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

### ROLL CALL

#### Members Present

Lori Arnberg  
Anthony Drummond, staff aide representing Ex-officio Board Liaison Forrest Williams  
Emma Eljas, Second Vice Chairperson  
Linda Gallo  
Sandra Gouveia  
David Grant  
Katie Heatley, Ex-officio  
Troy Hernandez  
David Julian, First Vice Chairperson  
Connie Langford  
Martin Lasich  
Laura Michels  
Mike Montague  
Aaron Morrow, Chairperson  
Shawna Nourzaie  
Larry Saltman  
Dilip Shah  
Thomas Slack  
William Zhu

#### Members Absent

Marjorie Jensen  
Barbara Stahl

**A quorum was present.**

### 2. INTRODUCTION OF AUDIENCE MEMBERS

Suzanne Gifford, General Counsel; Dan Smith, Chief Operating Officer; Sandra Weymouth, Policy and Administration Manager; Joe Smith, Chief Financial Officer; Mark Robinson, Acting Chief Engineering and Construction Officer; Ann Carey, Executive Assistant to the General Manager; Eugene Maeda, Transportation Planner III; Casey Emoto, Acting Director of Project Development, Construction Management; Bill Lopez, Chief Administrative Officer; David Ledwitz, Accessible Services Management Analyst; Jim Unites, Operations Planning Program Manager; Dale Halterman, Project Manager; and Gary Miskell, Chief Information Officer.

### **3. PUBLIC PRESENTATIONS**

Emma Eljas, Interested Citizen, expressed concern regarding the cuts in bus service and paratransit services to the northwest area.

Anthony Drummond, staff aide representing  
Ex-officio Board Liaison Forrest Williams took his seat at 1:05 p.m.

Laura Michels, Interested Citizen, expressed concern regarding a student's safety when walking from the Tamien Light Rail station to the Caltrain station.

Chairperson Morrow indicated that he received an email from Barbara Stahl, Interested Citizen, regarding problems with slow response from Customer Service on the weekends and the inconvenience of weekend bus schedules.

### **4. Minutes of February 13, 2008**

Chairperson Morrow requested that all Staff reports presented to CTA be written.

**M/S/C (Langford/Slack)** to approve the Minutes of February 13, 2008.

### **5. Chief Operating Officer Update**

Dan Smith, Chief Operating Officer, announced that the orientation process for new CTA Members would be held during the next few months, and as an introduction of the process, VTA Executive Staff Members addressed the Committee and gave a brief overview of their areas. Executive Staff in attendance were: Bernice Alaniz, Deputy Director of Marketing and Public Affairs; Ann Carey, Executive Assistant to the General Manager; Suzanne Gifford, General Counsel; Bill Lopez, Chief Administrative Officer; Gary Miskell, Chief Information Officer; Casey Emoto, Acting Director of Project Development, Construction Management; Mark Robinson, Acting Chief Engineering and Construction Officer; Joe Smith, Chief Financial Officer; and Greta Helm, Chief of External Affairs.

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

Member Grant requested that Ms. Alaniz provide CTA with a draft of the Travel Training Brochure.

Member Gouveia requested that CTA be allowed to view the final draft of the Travel Training Brochure before it goes to print.

Member Michels commented that it should be a requirement for CTA to view and comment on the Travel Training Brochure before distributing it to the public.

Member Julian requested that Mr. Robinson provide CTA with a list of bus stops that are scheduled for improvement.

Member Grant expressed concern with the bus shelter contract with Clear Channel.

Ex-officio Member Heatley inquired about the daily number of senior and disabled passengers that take fixed route transit.

Chairperson Morrow requested that CTA be given a short written description of the responsibilities of each member of the Executive Staff.

**On Order of Chairperson Morrow**, there being no objection, the Committee received an update from the Chief Operating Officer.

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

### **6. Dynamic Passenger Information (DPI)**

Member Grant commented that the funds being used for the DPI would be better spent on modified bus stops.

Member Gouveia commented that the audio signs would benefit the visually impaired community.

**On Order of Chairperson Morrow**, there being no objection, the Committee received the Dynamic Passenger Information report.

### **7. Mobility Options Task Force**

Chairperson Morrow encouraged new members and staff from the community agencies to attend the Mobility Options Task Force meetings.

Member Gouveia requested a large print copy of the New Freedom Grant Proposal.

**On Order of Chairperson Morrow**, there being no objection, the Committee received the Mobility Options Task Force report.

### **8. State Audit Work Plan**

Chairperson Morrow commented that he has made several attempts to contact the auditor but has not received a response.

**On Order of Chairperson Morrow**, there being no objection, the Committee received the State Audit Work Plan report.

9. **Fiscal Year 2007 National Transit Database**

Chairperson Morrow requested the background information be provided when the report is presented.

Member Grant requested that the methodology of the report be described.

**On Order of Chairperson Morrow**, there being no objection, the Fiscal Year 2007 National Transit Database report was deferred.

10. **FYTD 2008 Second Quarter Transit Operations Performance**

Member Grant inquired if there were any projections on how the sales tax revenue decline would impact Operations performance.

**On Order of Chairperson Morrow**, there being no objection, the Committee received the FYTD 2008 Second Quarter Transit Operations Performance report.

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

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

12. **Committee for Transit Accessibility Motion Tracking**

There was no report on the Committee for Transit Accessibility Motion Tracking.

13. **Committee for Transit Accessibility Workplan**

Camille Williams, Accessible Services Program Manager and Staff Liaison, provided a brief update of the CTA Workplan. She noted the addition of the Orientation Workshop, Disaster Preparedness, Easter Seals Project Action Status Report, Organization Financial Assessments, Ridership Report, and Mobility Options Task Force.

Member Slack expressed concern with the Ridership Report being on the Workplan as a standing item.

Member Arnberg left her seat at 2:50 p.m.

Chairperson Morrow commented that the information from the report was positive and suggested that the report be quarterly instead of monthly.

**On Order of Chairperson Morrow**, there being no objection, the Committee discussed the CTA Workplan.

**14. Hay Group Report Update**

There was no Hay Group Report Update.

**15. Monthly Ridership Report**

There was no Monthly Ridership Report.

**16. City of San Jose Disability Advisory Commission (DAC)**

**On Order of Chairperson Morrow**, there being no objection, the City of San Jose Disability Advisory Commission (DAC) report was deferred.

**REPORTS**

**17. Board of Directors Report**

There was no Board of Directors Report.

**18. Committee Staff Report**

There was no Committee Staff Report.

**19. Chairperson's Report**

Chairperson Morrow requested that the April CTA Agenda contain an item for the Paratransit Service to Menlo Park, and that the letter addressing the issue be sent to CTA Members prior to the April 9, 2008 Meeting.

**On Order of Chairperson Morrow**, there being no objection, the Committee received the Chairperson's Report.

**OTHER**

**20. Announcements**

There were no Announcements.

**21. ADJOURNMENT**

**On order of Chairperson Morrow**, there being no objection, the meeting was adjourned at 3:04 p.m.

Respectfully submitted,

Menominee McCarter, Board Assistant  
VTA Board of Directors