

Date: March 26, 2008
Committee Meeting Date: April 9, 2008
Board Meeting Date: N/A
DISCUSSION ITEM

BOARD MEMORANDUM

TO: Committee for Transit Accessibility
Santa Clara Valley Transportation Authority
Board of Directors

THROUGH: Michael T. Burns
General Manager

FROM: Donald A. Smith, Jr.
Chief Operating Officer

SUBJECT: Workplan Update

FOR DISCUSSION ONLY

BACKGROUND:

At its meeting of September 12, 2007, the CTA requested that the workplan be a standing item on the agenda. In addition to the updates shown below, the workplan was also revised to show completed items.

DISCUSSION:

The following items have been updated:

1. Change CTA Bylaws so that they are similar to the Policy Advisory Committee's Bylaws regarding the number of members that it will take to pass an item.
 - a. The item was discussed at the February 13, 2008 meeting and was placed back on the workplan as part of the Chairperson's Report for the March 12, 2008 to clarify CTA action. However, time did not permit discussion of the item, so it will remain current on the workplan until the item can be clarified.
2. Appointment of 5310 Review Committee
 - a. A presentation will be provided to the CTA at the April 9, 2008 meeting regarding the current status of the Section 5310 program.

Prepared by: Camille C. Williams

CTA Approved Workplan

Current Items:

1. Talking signs to allow people with disabilities to use fixed route as independently as possible.
Status: The CTA received a presentation on the Dynamic Passenger “Real-time” Information project. The Committee was asked to provide locations along the Rapid 522 bus line that would be appropriate for DPI technology. Outreach, VTA’s paratransit broker, provided a list of suggested locations along the 522.
Agenda Date: November 7, 2007 / March 12, 2008
Category: Information
V T A Assignment: Technology, and Transportation Systems and Operations

2. Mobility and travel training as a subset of talking signs
Status: The CTA was given a presentation of VTA’s Mobility Options program. The CTA created a subcommittee that will meet on a monthly basis and report back to the larger committee every month. The subcommittee members are Randy Tamez, Katie Heatley, Linda Gallo, David Julian, Linda Gouveia and Laura Michels.
Agenda Date: October 10, 2007 / November 7, 2007 / monthly as needed
Category: Information and Discussion
V T A Assignment: Accessible Services

3. Joint partnerships with cities for walkable sidewalks for blind and wheelchair users with curb cuts.
Status: V T A’s Congestion Management Program published a Community Design and Transportation Best Practices Manual for Integrating Transportation and Land Use. The Community Design and Transportation Program and its manual were developed in partnership Santa Clara County, its cities and towns, developers, designers, community members and member agencies. The program has a strong emphasis on pedestrian environments, transit, street design, and the interrelationships with sites and buildings. Accessibility integration, to ensure that individuals with all levels of ability can easily traverse the pedestrian environment, is a component of this program.
Agenda Date: To Be Determined
Category: To Be Determined
V T A Assignment: Congestion Management Program

4. Receive a report on National Transit Database reporting.
Status:
Agenda Date: March 12, 2008
Category: Discussion
V T A Assignment: Fiscal Resources

5. Appointment of 5310 Review Committee
Status: Staff provided a presentation on the Bay Area's Coordinated Public Transit Human Services Transportation Plan. A 5310 review committee will be appointed Spring 2008.
Agenda Date: November 7, 2007 / April 9, 2008.
Category: Action
V T A Assignment: Accessible Services

6. Google Trip Planner
Status: Aaron Morrow, First Vice Chair, asked that the Google Trip Planner be added to the February or March 2008 agenda. The item will be presented at the April 9, 2008 meeting. Mr. Morrow had the following concerns:
 1. Compatibility with Screen Readers
 2. Pop up Blocker issues
 3. Page layout functional purpose**Agenda Date:** April 9, 2008
Category: Information
V T A Assignment: Customer Service/Technology

7. Farebox Technology
Status: At the January 9, 2008 CTA meeting, members requested that as VTA replaces its fareboxes, they consider purchasing fareboxes with technology that will gather information specific to travel patterns of individuals with disabilities.
Agenda Date: To Be Determined
Category: Information
V T A Assignment: Accessible Services

8. Orientation/Workshop
Status: At the February 13, 2008 CTA meeting, members requested that staff provide an orientation for the committee as 7 new members have been added. The orientation will be provided by VTA staff over several meetings.
Agenda Date: March 12, 2008 / April 9, 2008
Category: Information
V T A Assignment: Accessible Services

9. Easter Seals Project ACTION Status Report on the Current Use of Wheelchairs and Other Mobility Devices on Public and Private Transportation
Status: At the February 13, 2008 CTA meeting, members discussed the issue of various types of mobility devices with various dimensions, many of them oversize, being used on public fixed route and paratransit services. Staff followed up with the consultant who participated in the study who advised that the results of the study will not be published until May or June 2008.
Agenda Date: May or June 2008 (tentative)
Category: Information
V T A Assignment: Accessible Services

10. Disaster Preparedness

Status: At the February 13, 2008 CTA meeting, members requested that disaster preparedness for individuals with disabilities be added to their workplan.

Agenda Date: May 7, 2008

Category: Discussion

V T A Assignment: Accessible Services

11. Change CTA Bylaws so that they are similar to the Policy Advisory Committee's Bylaws regarding the number of members that it will take to pass an item.

Status: This item was discussed at the February 13, 2008 CTA meeting and will be discussed again at the March 12, 2008 meeting as clarification about the CTA action is needed.

Agenda Date: February 13, 2008 / March 12, 2008 / April 9, 2008

Category: Action Item

V T A Assignment: Accessible Services

Monthly Agenda Items:

1. Motion Tracking Spreadsheet

CTA members requested that staff provide a report to review and track motions. The motion tracking report that was presented at the August 8, 2007, meeting was revised and will be presented monthly to the committee. The CTA chair's report is a standing item on the TP&O committee's agenda. In addition to providing this report, the CTA chair was invited by the chair of the TP&O committee to speak to any issues related to the CTA at the October 18, 2007 meeting. At the October 2007 CTA meeting, committee members stated that they wanted the motion tracking report separated into current motions and archived motions. At the November 2007 meeting, CTA members advised that they wanted to continue to receive both the current and archived motion tracking reports in their packets.

2. Mainstreaming Individuals with Disabilities into VTA

At the September 12, 2007 meeting, the CTA requested that staff agendaize this item on a monthly basis even if staff does not have anything to report. Although CTA initially requested that staff mainstream individuals with disabilities into VTA, at the October 10, 2007 meeting, the CTA requested that staff not use the term "mainstreaming." CTA will provide staff with their preferred terminology. Until then, staff will continue to use the term "mainstream."

3. Workplan

4. Organizational and Financial Assessment

5. Monthly Ridership Report

6. Mobility Options Program

Completed Items:

1. Receive a presentation on the V T P 2035 Plan
Status: Staff gave a presentation at the December 12, 2007 meeting.
Agenda Date: December 12, 2007
Category: Information
V T A Assignment: Congestion Management Program

2. Paratransit service impacts due to COA
Status: Staff gave a presentation on the Bus Service Plan and Impacts to the ADA Paratransit Service Area. Staff asked CTA to choose between 2 options. CTA members passed a motion to support Option 1: Continue existing policy and practice to conform to ADA paratransit service area and charge a Service Area Surcharge for trips originating or ending outside the service area. The CTA motion allowed for a 90 day grace period from January 14, 2008, before imposing the surcharge. The Board of Directors approved the CTA's recommendation on December 13, 2007.
Agenda Date: November 7, 2007
Category: Action
V T A Assignment: Accessible Services

3. Space Park Shelter
Status: Complete. The Chief Operations Officer gave verbal reports to the committee at their October 10 and November 7, 2007 meetings. A detailed written report was provided at the December 12, 2007 meeting. Staff advised that a customized shelter would be installed by the end of the year at the southbound Scott opposite of Space Park location. At the January 9, 2008 CTA meeting, CTA members thanked VTA staff for the installation.
Agenda Date: December 12, 2007
Category: Information
V T A Assignment: Operations-Service Planning

4. Origin-to-Destination Service
Status: CTA requested that staff provide a memo on this issue. At the December 12, 2007 meeting, staff provided a report on the regulatory history of the subject as well as information about the level of service provided by neighboring paratransit agencies; SamTrans and the East Bay Paratransit Consortium. The CTA chair asked that staff provide origin to destination information for paratransit providers in the entire Bay Area. A follow-up report was presented at the January 8, 2008 meeting. Accessible Services staff gathered information from the 18 Bay Area paratransit service providers. Of the 18, 17 provide either automatic door-to-door service or provide door-to-door upon request at the time the trip is scheduled.
Agenda Date: November 7, 2007 / December 12, 2007 / January 9, 2008
Category: Information
V T A Assignment: Accessible Services
Note: This item was requested by Chair Randy Tamez.

5. Analyze travel patterns of individuals with disabilities and senior citizens
Status: Staff provided a presentation to the CTA at the January 9, 2008 meeting. Staff provided information based on what they are able to obtain from the software. It was suggested by CTA members that as VTA's fareboxes are replaced, we consider new technology to gather customer information.
Agenda Date: January 9, 2008.
Category: Discussion
V T A Assignment: Operations Analysis, Reporting and Systems

6. South line Platform Retrofit Project
Status: At the November meeting the Chief Operations Officer, in his monthly report, informed the CTA that the TP&O committee would be considering the construction contract for the south line platform retrofit project. CMA gave a presentation on the status of the retrofit project at the January 9, 2008 meeting.
Agenda Date: January 9, 2008
Category: Information
V T A Assignment: Construction

7. Nominating Committee
Status: At the November 7, 2007 meeting CTA members selected their nominating committee. The nominating committee will provide names of officer candidates for the December officer elections. CTA members may also select nominations from the floor before the vote. Nominating committee members are Thomas Slack, Barbara Stahl, and David Grant. At the December 12, 2007 meeting, the nominating committee presented the slate of candidates: Chair, Randy Tamez; 1st Vice Chair, Aaron Morrow; 2nd Vice Chair, David Julian. Because the CTA did not have a quorum, officers could not be voted into office. The item will be carried over to the January 9, 2008 meeting. CTA Chair, Randy Tamez resigned Monday, January 7, 2008 and the First Vice Chair was unable to attend, staff asked that the elections be deferred. Officers were elected at the February 13, 2008 meeting as follows:
Chair, Aaron Morrow
First Vice Chair, David Julian
Second Vice Chair, Emma Eljas
Agenda Date: November 7 / December 12, 2007 / January 9, 2008 / February 13, 2008.
Category: Action
V T A Assignment: Accessible Services

8. Fixed route training specific to bus stop issues which involves trip planning, travel training, etc. This item is related to item numbers 1 and 2 on the workplan. Because CTA members are on the Mobility Options Task Force, issues relating to travel training will be reported back to the CTA under workplan item number 2. This item was moved to completed items.
Status: CTA received a presentation on V T A's Mobility Options Program.
Agenda Date: October 10, 2007
Category: Discussion
V T A Assignment: Accessible Services

Future Items:

1. Accessible bus stops, access to the bus stops, safety at the bus stops, etc. A photo of each bus stop and full descriptions should be up on the web site.
2. The calling of bus stops is still an issue and the CTA must have a better response from staff to ensure stops are and will be called.
3. Buses stopping at stops of all sizes
4. Being able to feel confident on the bus that the driver will call out stop at the requested destination.
5. CTA should get quarterly reports from the various functional areas at the V T A to know what is going on in Congestion Management with long range plans, with ITS (Intelligent Transportation System) planning; features in the Rapid Bus Transit that make it easy or hard for disabled persons to access, etc.
6. CTA wants to receive legislative reports.
7. Identify a lead staff person at V T A for implementing the Hay Report to 1) Make sure CTA can comment and be involved (thus far CTA has had no involvement); and 2) CTA follow up on the Hay Report sections that address the Accessible Services Department and the recommendation that V T A staff needs to work to take steps to improve their relationships with the disability community and the Broker.
8. Elevator announcements---educational/outreach activities
9. Increasing CTA membership