

Committee for Transit Accessibility

Wednesday, July 9, 2008

MINUTES

NOTE: MEMBERS MAY TAKE ACTION ON ANY ITEM ON THIS AGENDA.

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.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Lori Arnberg	CTA Member	Present	
Linda Gallo	CTA Member	Present	
David Grant	CTA Member	Present	1:06 PM
Marjorie Jensen	CTA Member	Present	1:04 PM
Connie Langford	CTA Member	Present	
Laura Michels	CTA Member	Present	
Shawna Nourzaie	CTA Member	Present	
Larry Saltman	CTA Member	Absent	
Emma Eljas	CTA Second Vice Chair	Absent	
Sandra Gouveia	CTA Member	Present	
Troy Hernandez	CTA Member	Present	
David Julian	CTA First Vice Chair	Present	
Martin Lasich	CTA Member	Present	

Mike Montague	CTA Member	Absent	
Aaron Morrow	CTA Chairperson	Present	
Dilip Shah	CTA Member	Present	
Thomas Slack	CTA Member	Absent	
William Zhu	CTA Member	Present	
Barbara Stahl	CTA Member	Present	
Anthony Drummond	CTA Ex Officio Member	Present	
Katie Heatley	CTA Ex-Officio Member	Present	

2. INTRODUCTION OF AUDIENCE MEMBERS

Camille Williams, Accessible Services Program Manager; and, Sandra Weymouth, Policy and Administration Manager.

3. PUBLIC PRESENTATIONS:

There were no Public Presentations.

4. Minutes of June 11, 2008

M/S/C (**Gouveia/Julian**) on a vote of 13 Ayes, to 0 Noes, to 2 Abstentions to approve the Minutes of June 11, 2008.

5. Chief Operating Officer's Report

Sandra Weymouth, Policy and Administration Manager, provided the Chief Operating Officer's Report. Ms. Weymouth announced that Jim Unites was appointed as Deputy Director, Operations, responsible for schedule planning, passenger facilities, and Accessible Services and will also be serving as the Staff Liaison for CTA, and Bill Capps was appointed as the Deputy Director, Operations, overseeing the bus and Light Rail transportation, the operations control center, field supervision, and technical training.

Ms. Weymouth provided an update on the Southline Platform Retrofit Project, noting that the Capitol, Curtner and Branham Stations were recently completed and returned to service, and the Almaden, Oakridge, and Ohlone-Chynoweth Stations are being retrofitted and should reopen in mid-August.

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

Ms. Weymouth announced that VTA reached record numbers for its specialized services on the July 4th Holiday events.

Ms. Weymouth provided information about the bus demonstration and orientation for more than 100 Hope Services volunteers. Participants had the opportunity to sit on a bus to receive training and ask questions regarding travel.

On order of Chairperson Morrow, there being no objection, the committee received the Chief Operating Officer's Report.

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

6. Mobility Options Program Update

Camille Williams, Accessible Services Manager, provided an update on the activities of the Mobility Options Program noting that several travel training events have taken place with clients at Hope Services, Palo Alto Veterans Affairs, and the Los Gatos Senior Center. Ms. Williams announced that the Request for Proposals (RFP) was issued for the orientation and mobility training and an invitation to propose bidders was issued.

Member Stahl commented that having an outline of the bus on the floor may not be the same as being on an actual bus. Member Stahl asked what training individuals working with disabled population have.

Member Michels asked for details regarding the RFP including when they are due and questioned why CTA wasn't given a copy prior to it being released. Member Michels noted that no one at the Vista Center for the Blind received a copy, and requested a list of agencies RFP was sent to.

Member Michels expressed concern with the issue that CTA members did not receive the RFP so they could present the information to various agencies in the Bay Area.

Chairperson Morrow noted that CTA recommended that all the travel training be outsourced. He expressed concern that recommendations from CTA are not being taken seriously. He noted that the committee was specifically told that no travel training for persons with disability would be done by VTA employees.

Chairperson Morrow stated that he would like to submit his name to sit on the technical training committee to evaluate the bidders.

Member Grant noted that CTA members have a wealth of knowledge in this area and expressed concern that they were left out of the process.

Member Julian asked what CTA members are involved on the task force and stated he had asked to be on the committee but was never contacted.

Member Gouveia stated that the CTA should have been given the RFP to offer comment on things that could have added or deleted.

Member Jensen suggested VTA be proactive about contacting the senior centers because most people don't know the training is available.

Member Michels asked why the RFP process is only three weeks and asked if there could be an extension.

Member Grant expressed concern with the lack of solicitation from the task force or the CTA during the RFP process.

Ex-Officio Member Heatley asked if the vendor process can be explained to the CTA.

Member Grant asked if the CTA would receive reports on the grant and how the money is allocated.

On order of Chairperson Morrow, there being no objection, the committee received the Mobility Options Program Update.

7. Public Presentations at Board Meetings

Chairperson Morrow expressed concern with the placement of the Public Presentation item at the end of the Agenda of the Board of Directors meetings when in the past it was at the beginning.

Chairperson Morrow indicated he noticed several complaints in the minutes and requests from the public that the item be moved back to the beginning because it placed a hardship on those wishing to speak.

Chairperson Morrow made a motion to submit to the Board of Directors to place the Public Presentation item back on the beginning of the Agenda.

M/S/C (Morrow/Julian) to recommend to the Board of Directors to instruct them to kindly put the Public Presentation portion of their Agenda back to the beginning of the Board of Directors agenda packet and not have it languish at item 35 or 36. It's not good business and it gives the perception that they're trying to impede the public's right to know.

8. Bus Stop Improvement Program

Jim Unites, Deputy Director, Operations, and CTA Staff Liaison, provided a report and an update on the status of the Bus Stop Improvement Program. He noted that the program funds American with Disabilities Act (ADA) accessibility improvements ensuring there are appropriately sized concrete pads, sidewalk connections and curb cuts, and also funds other bus stop repair work including placing concrete pads in the street to protect the pavement.

Mr. Unites indicated that more than 500 bus stops have been completed to comply with ADA standards. He noted that of the 3600 bus stops in system, 2300 are ADA accessible. Mr. Unites indicated that CTA members will continue to be allowed input on the list of bus stops that need improvements.

Member Julian indicated that there are stops in Santa Clara along El Camino, where the concrete is broken and needs to be repaired.

Member Lasich noted that he suggested a bus stop be moved from its current location to a different street. He indicated that nothing has been done and wanted to know the status.

Member Grant commented that most of the funds seem to go to improvements of the concrete and questioned why the funds couldn't be used to construct shelters because a shelter is an ADA improvement if you have riders who can't be out in the elements.

Member Grant suggested the use of car cards to keep passengers informed of what improvements are taking place and where.

Member Shah indicated that there are stops where the percentage of people getting on or off the bus are low and suggested that some of those stops be moved to different places along the route to better accommodate passengers.

Chairperson Morrow expressed concern with the layout of the list and suggested that changes be made so that it would be easier to read. Chairperson Morrow requested that the item come back to CTA in the fall, and continue on a yearly basis for review.

Member Julian requested that the bus lines be added to the report.

Member Lasich asked if there were any plans to add more bus lines to the new Kaiser Hospital on Lawrence Expressway.

On order of Chairperson Morrow, there being no objection, the committee received an update on the Bus Stop Improvement Program.

9. Motion Tracking Report

Chairperson Morrow requested that the font on the Motion Tracking report be made larger.

On order of Chairperson Morrow, there being no objection, the committee received the Motion Tracking Report.

10. Work Plan Update

Chairperson Morrow questioned when the Easter Seals wheelchair procedures will be presented to the CTA.

Camille Williams, Accessible Services Program Manager, indicated that the report was not completed yet, but she will follow up and get the information to the committee.

Jim Unites, CTA Staff Liaison, noted that the Bus Stop Improvement item will be added to the Workplan to come back to the committee in the fall and then yearly after that.

Chairperson Morrow indicated that he would like to have some way to track the Mobility Options Training and the grant. He noted he would like to see the item placed back on the Agenda for the August 13, 2008 CTA meeting.

On order of Chairperson Morrow, there being no objection, the Committee Work Plan was received.

11. Recommended Project Review Scores

David Ledwitz, Management Analyst, provided an update on the CTA 5310 Local Review Committee's (LRC) application scores for project proposals.

Mr. Ledwitz indicated that the scores have been sent to Metropolitan Transportation Commission where they were rescored and will be forwarded to Sacramento to be finalized and applicants funded. Mr. Ledwitz thanked Members Langford, Shah, Morrow and Julian who were on the committee and helped him with the project.

Chairperson Morrow thanked Mr. Ledwitz for his diligent work on the project, and the committee members for their assistance.

Ex-Officio Member Heatley noted that she would be available to assist other organizations with getting vehicles under the program.

On order of Chairperson Morrow, there being no objection, the committee received the Fiscal Year 2008 Section 5310 Funding Cycle Local Review Committee (LRC) Recommended Project Review Scores.

Chairperson Morrow left his seat at 2:16 p.m.

Vice Chairperson Julian presided over the meeting.

12. Mainstreaming of Individuals with Disabilities into VTA.

Member Michels noted that this item has been tabled too many times.

Jim Unites, CTA Staff Liaison, indicated that he will be talking to Chairperson Morrow about the item and they will discuss when it will be presented to the CTA.

Member Stahl suggested a specific date that it will be discussed.

On order of Vice Chairperson Julian, there being no objection, the committee discussed the Mainstreaming of Individuals with Disabilities into VTA.

13. Hay Group Report

Jim Unites, CTA Staff Liaison, indicated that there was no specific report, however, a memo was sent from Dan Smith answering questions from the previous meeting regarding Audit and Contract Management.

On order of First Vice Chairperson Julian, there being no objection, the committee received the update on the Hay Group Report.

Chairperson Morrow took his seat at 2:20 p.m.

Vice Chairperson Julian relinquished his seat as Chairperson and Chairperson Morrow presided for the remainder of the meeting.

REPORTS

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

Chairperson Morrow announced that the City of San Jose DAC elected Otila Torres-Salazar as the Chairperson and Emma Eljas as the Vice Chairperson for 2009.

On order of Chairperson Morrow, there being no objection, the committee received the City of San Jose Disability Advisory Commission (DAC) report.

15. **Board of Directors Report**

There was no Board of Directors Report.

18. **Committee Staff Report**

Jim Unites, CTA Staff Liaison, reminded committee members that Ethics Training needs to be completed by the end of the year.

Ex-Officio Member Heatley stated that committee members are waiting to hear about the second round of training from Evelyn Tran, Senior Assistant Counsel.

Member Julian requested that the information be sent via regular mail as well as email.

On Order of Chairperson Morrow, there being no objection, the committee received the Committee Staff Report.

19. **Chairperson's Report**

Chairperson Morrow indicated that he would like to have a way of tracking the expense reporting of the new travel training component as it relates to the grant VTA has received. Chairperson Morrow indicated that he would like a discussion item placed on the Agenda to allow CTA to draft a list of items they would like to see on the report.

Chairperson Morrow noted that he has been sporadically receiving draft Agendas before the meeting, and indicated he would like to receive them on a monthly basis.

On order of Chairperson Morrow, there being no objection, the committee received the Chairperson's Report.

OTHER

20. Announcements

Member Stahl invited the CTA Members to a potluck at the Santa Clara Senior Center on Sunday, July 13, 2008.

21. ADJOURNMENT

On order of Chairperson Morrow, there being no objection, the meeting was adjourned at 2:25 p.m.