

Committee for Transit Accessibility

Wednesday, November 12, 2008
1:00 PM

VTA Auditorium
3331 North First Street
San Jose, CA

AGENDA

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

CALL TO ORDER

- 1. ROLL CALL**
- 2. INTRODUCTION OF AUDIENCE MEMBERS**
- 3. PUBLIC PRESENTATIONS:**

This portion of the agenda is reserved for persons desiring to address the Committee on any matter not on the agenda, within the Committee's jurisdiction. Speakers are **limited to 2 minutes**. The law does not permit Committee action or extended discussion on any item not on the agenda except under special circumstances. If Committee action is requested, the matter can be placed on a subsequent agenda. All statements that require a response will be referred to staff for reply in writing.

- 4. Approve the Minutes of September 10, 2008.**
- 5. Receive and file the Summary Minutes of October 8, 2008.**
- 6. INFORMATION ITEM - Receive an update from the Chief Operating Officer. (Smith)**

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

- 7. INFORMATION ITEM - Review the section of the Valley Transportation Plan (VTP) 2035 titled "Services and Programs for Persons with Disabilities."**
- 8. INFORMATION ITEM - Receive VTA's Bus Stop Improvement Program**

- 9. INFORMATION ITEM- Provide Additional Comments about the Ticket Vending Machine Prototype. (Verbal Report)**
10. INFORMATION ITEM - Receive a Brief Update on the Status and Progress of the Advisory Committee Enhancement Process to Date.
11. **Receive Advisory Committee Enhancement (ACE) Subcommittee Report, and Provide Input on ACE Process. (Verbal Report)**
12. INFORMATION ITEM - Receive the Committee Work Plan
13. INFORMATION ITEM - Discuss the Committee Motion Tracking Report
14. **INFORMATION ITEM - Select the Nominating Committee. (Verbal Report)**

REPORTS

15. **Receive the City of San Jose Disability Advisory Commission (DAC) Report. (Verbal Report)**
16. **Receive the Board of Directors Report. (Verbal Report) (Drummond)**
17. **Receive the Committee Staff Report. (Verbal Report) (Unites)**
18. **Receive Chairperson's Report. (Verbal Report) (Morrow)**

OTHER

19. **Announcements**
20. **ADJOURN**



Date: October 31, 2008
 Current Meeting: November 12, 2008
 Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Committee for Transit Accessibility

THROUGH: General Manager, Michael T. Burns

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

SUBJECT: Chief Operating Officer's Report for November 2008

FOR INFORMATION ONLY

BACKGROUND:

The Chief Operating Officer provides the Committee for Transit Accessibility with an update on items of relevance to the CTA at each monthly meeting. In keeping with Chairperson Aaron Morrow's request to have agenda items in writing and in the agenda packet, we will make every effort possible to comply with his request. Since this report is timely and reflects up-to-the minute information a written report for the agenda packet may not always be available.

DISCUSSION:

Events that have occurred since the October CTA meeting:

Paratransit Ridership

Paratransit ridership for the first quarter FY 2009 was 4.4% higher than the same quarter for FY 2008. This is an increase of 11,392 total trips from 260,188 to 271,580. Client ridership increased just 1.5%, with 2,984 additional trips provided. The increased ridership can be seen in Personal Care Attendant (PCA) and Companion trip taking with trips taken by PCAs and Companions increasing 12.7% and 25.8%, respectively, with 8,408 more trips.

Light Rail Platform Retrofit Program

The light rail platform retrofit program will conclude with the scheduled opening of the last phase, Snell and Santa Teresa Light Rail Stations, scheduled to open on Monday, November 10, 2008.

The completion of this retrofit program signifies that VTA now has level boarding at all light rail stations.

Emergency Exercise on October 28, 2008

The San Jose Fire Department, San Jose Police Department, Santa Clara County Office of the Sheriff, California Highway Patrol, California Public Utilities Commission (CPUC), American Medical Response (AMR), Residents and Ohlone/Chynoweth Homeowners Association and VTA staff held a full-scale tabletop and “simulated” derailment exercise. The exercise was held along the Almaden Line, just south of the Ohlone/Chynoweth Light Rail Station, and prior to Winfield Road.

The goal is to practice emergency response during an incident where VTA experiences a light rail vehicle derailment. This scenario requires close coordination between responding agencies and internal departments using the National Incident Management System (NIMS) and the Incident Command System (ICS). The exercise will allow agencies to learn more about each others resources and capabilities, while providing hands on training and safety for all emergency responders.

Prepared By: Sandra Weymouth



Date: November 5, 2008
Current Meeting: November 12, 2008
Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
Committee for Transit Accessibility

THROUGH: General Manager, Michael T. Burns

FROM: Chief CMA Officer, John Ristow

SUBJECT: VTA Services & Programs for Persons with Disabilities

FOR INFORMATION ONLY

BACKGROUND:

The 2008 update to the Valley Transportation Plan (VTP) builds on the foundation of the previous long-range transportation plan, Valley Transportation Plan (VTP) 2030, which was adopted by the VTA Board of Directors in February 2005. The VTP is a 25-year plan that puts forth a blueprint of actions designed to improve the multi-modal transportation system in Santa Clara County over the life of the plan.

DISCUSSION:

At the October meeting, staff reviewed with the committee a section of the VTP 2030 Transit Program Area titled "Services and Programs for People with Special Needs" and sought input on potential changes to this section. For the November meeting, staff has revised the section, included in track changes format, and is bringing it forward for review from the committee.

The revised text for VTP 2035 text is provided as Attachment A. Staff will also be available to respond to questions committee members may have regarding this section. Review the section of the Valley Transportation Plan (VTP) 2035 titled "Services and Programs for People with Special Needs."

Prepared By: John Sighamony

Accessible Transportation Services and Programs for People with Disabilities and Senior Citizens

Almost 10 percent of the nation's drivers are older than 65, and that percentage could increase rapidly in the next decade as the post-World War II "baby boom" generation begins to reach that milestone. By 2030, projections suggest one in five Americans will be 65 or older, and the number of people aged 85 and older—currently the fastest growing segment of the older population—could exceed 10 million. Driving cessation has been found to peak at about age 85; suggesting more of the oldest old may be dependent on other forms of transportation in the future (National Institutes of Health, 2002, <http://www.nih.gov/news/pr/jul2002/nia-29.htm>).

To meet the expected increased in demand for alternative modes of non-automobile transportation, VTA is continuing to plan for accessible fixed-route bus, light rail and paratransit services during the next 30 years. These efforts include:

- Operating a network of **fixed route service** including a fleet of accessible bus and light rail vehicles, providing a range of choices for seniors and people with disabilities.
- Ensuring that adequate operating and capital funds are available to address the demand for **paratransit services** as mandated by the Americans with Disabilities Act (ADA).
- Constructing **transit facilities** such as transit centers, stations and bus stops that provide for accessibility as mandated by ADA and in some cases exceeds those mandates.
- Developing new technologies, such as real time transit information, trip planning software, automated telephone customer service system, to improve the access to **transit information**.
- Providing training and educational opportunities to seniors and people with disabilities on the wide range of **mobility options** that could meet their particular travel needs.

Fixed Route Bus and Rail Service

To ensure that seniors and customers with disabilities have access to work, school, medical care and recreational activities, all of VTA's buses, light rail vehicles, and transit facilities are 100% accessible. Bus and light rail operators receive comprehensive training in providing service to seniors and persons with disabilities.

Seniors and persons with disabilities may apply for a Regional Transportation Card (RTC). The RTC Discount Card program provides eligible individuals with fare discounts as mandated by state and federal law. With a RTC Discount Card, persons with qualifying disabilities and senior citizens (65 or over) are entitled to a reduced fare on fixed-route bus, rail and ferry systems throughout the San Francisco Bay Area. The card makes it easier for qualified persons to demonstrate eligibility.

Customers who are found eligible for paratransit have the option to use their paratransit photo identification cards to ride VTA bus and light rail services at no cost.

The Golden Getaway program provides bus service for a standard day-pass cost to non-profit senior groups that qualify per FTA regulations (49 CFR Part 604). Service is offered throughout Santa Clara County, and buses are scheduled on a first-come, first-served basis for Thursdays, Saturdays, or Sundays only. The program objective is to make meaningful connections with seniors through a wide variety of communication activities to encourage them to ride VTA's fixed route service to their favorite destinations, and to generate a favorable view of VTA's overall service. As part of the program, VTA is available to visit the various sites to give groups a free presentation, which will include travel options for seniors, fare information and trip planning assistance.

VTA's plans for new or improved transit services also increase the access and mobility for our customers. Newer services such as Bus Rapid Transit and Community Bus are prime examples. Current studies of our express bus and light rail systems will also enhance future mobility options.

The Transit Sustainability Policy, adopted by VTA Board of Directors, requires an annual review of transit services. The review, which is the Annual Transit Service Plan, includes an evaluation of existing services compared to the performance standards contained in the Service Design Guidelines, review of potential new services, assessment of opportunities for service refinement and resource reallocation, route specific service changes and recommendations for further analysis and study.

Paratransit Services

Customers who cannot independently use VTA's fixed route service for some or all trips can apply to use VTA's ADA paratransit service. Paratransit service is provided within the VTA service area and is available on the same days per week and during the same hours of the day as bus and light rail service.

VTA paratransit usage, which includes customers as well as their personal care attendants and companions, has increased each year from FY 2005 as shown below:

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
Paratransit Ridership	930,540	912,668	981,098	1,025,937	1,055,429
Percent Change	----	-1.9%	7.5%	4.6%	2.9%

By 2035 it is projected that 2 million trips will be provided annually.

VTA's on-going planning for paratransit seeks to continually refine and improve the service, from both cost efficiency and quality of service perspectives. The key focus of VTA's paratransit planning will be to continue to provide the operating and capital funds necessary to meet the ever growing demand. Recent cost related strategies such as purchasing eco-friendly Toyota Prius sedans, entering into fuel purchasing and maintenance agreements with the County and relocating the vendor's operating yard to two VTA owned facilities have all provided significant benefits.

Long term vehicle procurement plans and developing a complete paratransit operating and fueling facility are two critical capital planning efforts. Currently 231 vehicles are used exclusively for VTA's paratransit service. 173 were funded by VTA and the remainder have been procured and funded by Outreach. VTA and Outreach (as a non-profit operator) are eligible to procure vehicles using federal grants, with only a 10% or 20% local match depending on the grant source. Long term funding and vehicle procurement strategies will need to be developed. The paratransit operator currently uses two VTA controlled sites for daily operations and dispatching and vehicle storage. Modular buildings and sites with very limited improvements are being used. VTA's facility planning will include developing a paratransit operating and fueling facility to accommodate our long term needs.

Also upcoming is the issuance of a request for proposals for paratransit services. VTA does not and has never provided paratransit service directly. Since July 1993, VTA has contracted with Outreach, Inc., a local nonprofit agency, to provide paratransit broker services. VTA's current agreement with Outreach is in effect through June 30, 2011. Outreach receives and schedules trip requests, builds daily vehicle schedules, handles daily service changes, and subcontracts and monitors the daily service provided. Outreach also manages the paratransit eligibility and appeals process, simplifying the process and providing a single point of contact for customers needing paratransit services. Outreach began performing these additional functions on July 1, 2006.

Outreach contracts with two types of vendors to provide paratransit services. Contracts are currently held with local taxi companies to provide service to individuals with disabilities not requiring a lift-equipped vehicle (persons with visual impairments or cognitive disabilities are two examples). Taxi service accounts for approximately 25-30% of all paratransit trips. Most vehicles used in this service are taxis and are not exclusively used for paratransit service. Outreach also contracts with MV Transportation, a nationwide transit provider, to operate sedans and accessible vans (both minivans and larger vans) and to deliver the remainder of the paratransit trips. Outreach also contracts with the County of Santa Clara to perform vehicle maintenance and provide some fueling.

The new paratransit services request for proposals is planned be issued in late 2009 so the selected firm can start operations July 1, 2011.

Transit Facilities

VTA's transit facility projects are completed within ADA accessibility standards and provide improvements that benefit both seniors and persons with disabilities. VTA has also worked with our local disabled advisory committee, the Committee for Transit Accessibility (CTA) to implement features that exceed ADA accessibility such as the guide tiles that are installed at transit centers. Some current and upcoming facility projects include:

- Bus stop improvement program - this program constructs improvements at bus stops throughout the county to meet ADA accessibility guidelines, improve the overall pedestrian environments and build a safe operating area for buses. This program is

annually funded, often using federal grants. The CTA reviews the priorities for these bus stop improvements.

- Light Rail Platform Retrofit - VTA has retrofitted its Guadalupe South Line light rail passenger platforms to allow level boarding at all of the system's 62 stations. Level boarding increases the accessibility of VTA's light rail service by allowing quick and easy access at every train doorway.
- New fare equipment – VTA is in the design process for procuring new fareboxes and upgrading light rail ticket vending machines. The CTA has been involved in the design review efforts for both of these projects.

Future projects, such as transit centers, Bus Rapid Transit, light rail and others would also be designed using ADA guidelines and include the involvement of the CTA in reviewing accessibility features.

Transit Information

VTA regularly evaluates what information people need about its services and programs, how people access that information, and explores new ways to provide information. Below are a few of the information services VTA currently offers or has under development.

- Real-time information systems are being implemented. This program will provide real-time information on next bus arrival times at stations, transit centers and key bus stops.
- VTA participates in the regional trip planning systems sponsored by the MTC thru 511. This system provides schedule, travel time and trip-planning information over the Internet.
- VTA provides multi-language call-in lines where people can speak with live Information Service Representatives (ISRs) that assist them with trip planning, fare and schedule information, transfers, and information about the transit system network.
- VTA's website is linked to the Google Trip-Planner which provides step-by-step transit information to customers by connecting Google's map system to VTA's transit service database.
- VTA provides accessible documents to the public via its website and Board Secretary through the use of accessible pdf document formatting.

Mobility Options Program

VTA has created a Mobility Options Program to provide customers with disabilities and senior citizens with the skills, knowledge and confidence needed to choose the mode of transportation (rail, bus, paratransit, etc.) that best meets their needs. Through this program, customers are taught the skills that will empower them to freely travel where they want to go. Providing senior citizens and persons with disabilities the skills to use the fixed route system encourages independence and self-sufficiency.

This program has been initiated to assist persons with disabilities and seniors gain the skills and knowledge needed to independently travel on VTA's transit system. Participants will receive training provided by either VTA staff or by contractors (including mobility and orientation specialists). A federal New Freedom Program grant administered by the Metropolitan Transportation Commission (MTC) and VTA local funds will fund the initial

three years of the Mobility Options Travel Training Program. The program is guided by the Mobility Options Task Force, composed of VTA staff from various departments, Outreach, Inc., Hope Services, San Andreas Regional Center, Silicon Valley Council on Aging, and CTA members.

The goal of the program is to increase utilization of fixed route services by persons who are able and interested in expanding their personal travel options by using VTA's bus and light rail services. Travel training is planned to be provided in four basic methods including:

- Group travel instruction
- Tailored one-on-one travel instruction
- Specialized training provided by qualified contractors to meet the specific travel training needs of individuals with visual disabilities and individuals with cognitive disabilities.
- Peer Model Travel Instruction provided by community organizations with information and "train the trainer" training provided by VTA.

VTA will develop a public outreach campaign to ensure community organizations and current and potential passengers receive the information on the program.



Date: October 29, 2008
 Current Meeting: November 12, 2008
 Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Committee for Transit Accessibility

THROUGH: General Manager, Michael T. Burns

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

SUBJECT: VTA Bus Stop Improvement Program

FOR INFORMATION ONLY

BACKGROUND:

At the CTA's July 2008 meeting, staff responded to requests from Member David Grant and Chairperson Morrow for information about VTA's Bus Stop Improvement Program by providing a detailed memorandum about the program. Following the July 2008 meeting, staff added 78 bus stops to the improvement list based on an assessment of need, ridership activity, feasibility, and passenger requests.

VTA received lower than expected bids for the FY 2008 Phase I contract, leaving approximately \$250,000 available to design and construct additional bus stop accessibility improvements. These locations are identified as FY 2008 Phase II projects on the attached table.

The FY 2008 Phase II projects list will improve 22 bus stops selected based on their location, cost, passenger benefit and/or boarding activity at the stop. The Phase II Project construction is currently at the 100% plan review stage with actual construction anticipated to begin in the spring of 2009.

Since the ADA was enacted in 1990, VTA has maintained a continuous capital program to upgrade bus stops to ensure accessibility, provide safe operations and improve the overall passenger environment. The program currently funds both concrete pads to repair the street at heavily used bus stops and accessibility improvements. Accessibility improvements include work to construct wider sidewalks, passenger waiting pads and curb cuts. Sometimes both concrete pad and accessibility improvements are completed at a bus stop at the same time, as it is more cost effective to do so.

The main ADA requirement for new bus stop construction is to provide a minimum clear area of 5' wide (measured parallel to the street) and 8' deep to the maximum extent allowed by legal or site constraints. These bus stop dimensions allow for deployment of a lift or ramp and access to the bus by persons using mobility devices. Accessible paths of travel to streets and sidewalks are

also required and often require coordination with property owners and local jurisdictions to improve.

VTA's August 2008 Take-One asked passengers to provide input on bus stops needing improvements to either its Customer Service telephone numbers, its web-site, or a special bus stop comment email address at bus.stop@vta.org.

Discussion:

VTA has a total of \$1.35 Million available in FY08 and FY09 to construct improvements at bus stops. Some of this work will be accessibility improvements, some will be in-street bus pads and some will involve both.

During the 2008 summer, VTA constructed 13 bus stop improvements, of which 8 were accessibility improvements. This project included extensive work at the Capitol Transit Center location had deteriorating pavement and sidewalks that needed replacement to provide safe, accessible bus stops.

Next summer, VTA will complete bus stop improvements using the \$678,641 in funds that became available for FY09. The FY 2009 bus stop improvement project is scheduled for completion next summer. Input from CTA members on bus stops that might need improvements would be appreciated to help staff develop the FY 2009 project list.

Attachment 1 categorizes the status of 165 of the bus stop improvement sites listed on Attachment 2. Of the 223 bus stops listed on Attachment 2, 14 are no longer active and 44 have been completed.

Attachment 2 presents an updated Bus Stop Improvement Program list of 223 individual bus stop sites; 78 of the bus stops were added to the list after June 2009. Of these 78 added bus stops, 10 have been scheduled for improvement work to begin as part of the FY 2008 Phase II of the bus stop construction project.

Prepared By: David Ledwitz

**Valley Transportation Authority
Bus Stop Accessibility Improvement List
October 2008**

Ref No.	City	Location	Activity	Improvement Requested	Request Received	Status
1	San Jose	Southbound San Felipe Mid block paseo De Arboles	14	Fill-in Planter Strip	Original list	FY08 PHASE II
2	San Jose	Northbound Winchester Far Side Tulip	7	Fill-in Planter Strip	Added Aug 08	FY08 PHASE II
3	Milpitas	Southbound Alder Far Side Tasman	25	Install Sidewalk & Passenger pad	added after June 08	FY09 - Plan Status 65%
4	San Jose	Westbound Moorpark Far Side Thornton	31	To Be Determined	added after June 08	FY09 - Plan Status 65%
5	Los Altos	Northbound Grant Far Side Oak	1	Extend waiting pad	Original list	City requirements under review
6	Gilroy	Southbound Forest Opposite Walnut	1	Wheelchair accessibility	Original list	Conditioned Development to Improve
7	Cupertino	Eastbound Homestead Far Side Tantau	2	Pad & sidewalk connection	Original list	Deferred - No City sidewalks in area
8	San Jose	Eastbound Tasman Far Side 1 St	44	Widen sidewalk	Original list	Deferred - Wide sidewalk 7 feet - low priority
9	San Jose	Southbound 1 St Far Side Lamplighter	7	To Be Determined	Added Aug 08	Pending Assessment
10	Campbell	Northbound Winchester Far Side Hacienda	22	To Be Determined	Added Aug 08	Pending Assessment
11	Los Gatos	Eastbound Knowle Southbound Far Side Dardenelli	6	To Be Determined	Added Aug 08	Pending Assessment
12	San Jose	Southbound 1 St Far Side River Oaks	47	Widen sidewalk	Original list	Sidewalk is 7 feet wide-Sent to City 9/2008
13	Sunnyvale	Westbound Homestead Far Side Kaiser Driveway	11	General access improvement to Kaiser Hospital	Original list	Waiting for City to modify the traffic signal/intersection.
14	Gilroy	EASTBOUND 6th NEAR SIDE Alexander	N/a	Wheelchair accessibility	Original list	Inactive 1/14/08 - Stop is no longer in use
15	San Jose	Westbound Moorpark Opposite Rebecca Way	N/a	Install concrete waiting pad	Original list	Inactive 1/14/08 - Stop is no longer in use
16	San Jose	Westbound Moorpark Opposite Hanann Dr.	N/a	Install concrete waiting pad	Original list	Inactive 1/14/08 - Stop is no longer in use
17	Sunnyvale	Northbound Mary Near Side California	N/a	Wheelchair accessibility	Original list	Inactive 1/14/08 - Stop is no longer in use
18	Mountain View	Southbound Shoreline Far Side Plymouth	ACE	Passenger Pad	Original list	COMPLETE
19	San Jose	Westbound Tasman Far Side 1 St	10	Widen sidewalk	Original list	COMPLETE
20	Mountain View	Eastbound California Far Side Rengstorff	63	Repair sidewalk	Original list	COMPLETE per site review
21	Palo Alto	Eastbound El Camino Real Far Side California	430	Review sidewalk for visually impaired accessibility	Original list	COMPLETE per site review
22	San Jose	Westbound Alameda Far Side Taylor	473	Align artic doors with safe boarding area	Original list	COMPLETE Realigned bus stop sign
23	San Jose	Northbound 1 St Far Side Tasman	20	Widen sidewalk	Original list	COMPLETE, shelter installed also
24	San Jose	GE Plant, Southbound Monterey Highway Near Side Curtner	338	Add duckout when G. E. plant gets redeveloped	Original list	COMPLETE
25	San Jose	Westbound Blossom Hill Near Side Almaden Ex	64	Extend sidewalk	Original list	FY08 PHASE II
26	San Jose	Westbound Williams Far Side Winchester	70	Widen sidewalk	Original list	Deferred - Wide sidewalk 7 feet - low priority
27	San Jose	Northbound Senter Mid block Capitol	75	Extend sidewalk	Original list	Deferred - Wide sidewalk 7 feet - low priority
28	San Jose	Northbound Toyon Far Side Mckee	35	Widen sidewalk	Original list	Deferred - Wide sidewalk 7.5 feet - low priority
29	Gilroy	Westbound Monte Bello Near Side Santa Barbara	5	Install passenger waiting pad	Original list	Deferred - Low ridership reported
30	San Jose	Southbound Senter Far Side Capitol	149	Extend sidewalk	Original list	Deferred - Wide sidewalk 7.5 feet - low priority
31	San Jose	Northbound Leigh Far Side Curtner	17	Widen sidewalk	Original list	Deferred -No right of way to widen, 6.5 feet sidewalk
32	Los Gatos	Southbound Los Gatos Far Side Chirco	10	Asphalt paving	Original list	Deferred - Asphalt paving prevents improvement.
33	Santa Clara	Westbound Pruneridge Far Side Kiely	N/a	Widen sidewalk	Original list	Inactive 1/14/08 - Stop is no longer in use
34	San Jose	Westbound Brokaw Far Side Old Oakland	N/a	Extend sidewalk	Original list	Inactive 1/14/08 - Stop is no longer in use
35	San Jose	Eastbound Brokaw Far Side Old Oakland	N/a	Extend sidewalk	Original list	Inactive 1/14/08 - Stop is no longer in use
36	Gilroy	Eastbound 1st far side Santa Teresa	N/a	Install Sidewalk	Original list	Inactive 1/14/08 - Stop is no longer in use
37	San Jose	Southbound Capitol Near Side Aborn	75	Widen Sidewalk	Original list	COMPLETE
38	San Jose	Southbound Capitol Near Side Silver Creek	326	Widen sidewalk & install pad & shelter	Original list	COMPLETE
39	San Jose	Westbound Hamilton Far Side Meridian	62	Widen sidewalk	Original list	COMPLETE
40	San Jose	Southbound McLaughlin Far Side Capitol	29	Widen sidewalk	Original list	COMPLETE
41	Mountain View	Westbound Rengstorff Far Side Middlefield	33	Widen sidewalk	Original list	COMPLETE
42	San Jose	Southbound Snell Far Side Baroni	224	Fill in planter strip	Original list	COMPLETE
43	Sunnyvale	Southbound Wolfe Near Side El Camino Real	151	Widen sidewalk	Original list	COMPLETE
44	Sunnyvale	Northbound Hollen Beck Near Side El Camino Real	139	Widen sidewalk	Original list	COMPLETE
45	San Jose	Southbound Meridian Far Side Hamilton	52	Widen sidewalk	Original list	COMPLETE
46	Sunnyvale	Southbound Remington Far Side El Camino Real	192	Extend sidewalk	Original list	COMPLETE
47	Palo Alto	Southbound Hillview Near Side Arastradero	9	Extend sidewalk	Original list	COMPLETE
48	Palo Alto	Northbound Hillview Far Side Arastradero	6	Install Sidewalk	Original list	COMPLETE
49	Santa Clara	Northbound De La Cruz Far Side Aldo	11	Extend sidewalk	Original list	COMPLETE
50	San Jose	Northbound Santa Teresa Far Side Bailey	6	Install passenger waiting pad	Original list	COMPLETE
51	Los Altos	Northbound El Monte Mid block Covington	2	Extend sidewalk	Original list	COMPLETE
52	Sunnyvale	Southbound Lawrence Expwy Far Side Tasman	20	Widen sidewalk	Original list	COMPLETE No right of way to widen, next to soundwall
53	Saratoga	Southbound Saratoga-Sunnyvale Far Side Prospect	13	Check	Original list	COMPLETE

**Valley Transportation Authority
Bus Stop Accessibility Improvement List
October 2008**

Ref No.	City	Location	Activity	Improvement Requested	Request Received	Status
54	Los Altos	Southbound San Antonio Opposite Almond	31	Review for accessibility	Original list	COMPLETE
55	San Jose	Northbound Morrill Far Side Cropley	54	Widen sidewalk	Original list	COMPLETE Wide sidewalk 7.5 feet next to fence
56	Los Altos	Southbound El Monte Near Side Giffin	2	Widen sidewalk	Original list	COMPLETE Wide sidewalk 7.5 feet next to fence
57	Cupertino	Northbound Stelling Far Side Pepper Tree	42	Install passenger waiting pad	Original list	FY08 Phase II
58	San Jose	Southbound Monterey Near Side Goble	55	Extend passenger waiting pad	Original list	FY08 Phase II
59	Santa Clara	Southbound Kiely Near Side Homestead	50	Install passenger waiting pad	Original list	FY08 Phase II
60	Sunnyvale	Northbound Sunnyvale Far Side Mckinley	40	Install passenger waiting pad	Original list	FY08 Phase II
61	San Jose	Southbound Senter Far Side Southside	34	Fill-in abandoned tree well in pad	Original list	FY08 Phase II
62	Sunnyvale	Southbound Sunnyvale Opposite Mckinley	30	Install passenger waiting pad	Original list	FY08 Phase II
63	Sunnyvale	Northbound Fair Oaks Near Side Evelyn	97	Install passenger waiting pad	Original list	FY08 Phase II
64	Mountain View	Northbound Miramonte Opposite Madison	12	Install passenger waiting pad	Original list	FY08 Phase II
65	San Jose	Northbound White Near Side Easthills	46	Install passenger waiting pad	Original list	FY08 Phase II
66	San Jose	Eastbound Curtner Opposite Little Orchard	46	Install passenger waiting pad	Original list	FY08 Phase II
67	San Jose	Southbound McLaughlin Opposite Candia	21	Fill-in additional area in planter strip	Original list	FY08 Phase II
68	San Jose	Northbound White Far Side Quimby	85	Fill-in Planter Strip	added after June 08	FY08 Phase II
69	San Jose	Northbound Oakland Opposite Charles	105	Install passenger waiting pad	added after June 08	FY08 Phase II
70	Santa Clara	Northbound Bowers Far Side Chromite	79	Install passenger waiting pad	added after June 08	FY08 Phase II
71	Sunnyvale	Eastbound El Camino Real Far Side Cezanne	79	Install passenger waiting pad	added after June 08	FY08 Phase II
72	Sunnyvale	Westbound El Camino Real Near Side Cezanne	77	Install passenger waiting pad	added after June 08	FY08 Phase II
73	Sunnyvale	Northbound Fair Oaks Far Side Iris	38	Install passenger waiting pad	added after June 08	FY08 Phase II
74	Milpitas	Northbound Main Opposite Cedar	39	Install passenger waiting pad	added after June 08	FY08 Phase II
75	Milpitas	Northbound Yellowstone Opposite Butano	24	Install passenger waiting pad	added after June 08	FY08 Phase II
76	Cupertino	Southbound Wolfe Far Side Homestead	77	Install passenger waiting pad	Original list	FY09 - Plan Status 65%
77	Milpitas	Eastbound Ranch Far Side Mccarthy	85	Install passenger waiting pad	added after June 08	FY09 - Plan Status 65%
78	Milpitas	Northbound Escuela Opposite Milpitas High School	134	Extend passenger waiting pad	Original list	FY09 - Plan Status 65%
79	San Jose	Westbound Senter Far Side Ezie	88	Verify planter filled in	Original list	FY09 - Plan Status 65%
80	San Jose	Eastbound Forest Near Side Monroe	83	Verify existing improvements	Original list	FY09 - Plan Status 65%
81	Milpitas	Eastbound Marylinn Opposite Berryessa	63	Install Passenger pad and retaining wall	Original list	FY09 - Plan Status 65%
82	San Jose	Southbound Adrian Opposite Amador	85	Fill-in remainder of planter strip	Original list	FY09 - Plan Status 65%
83	Mountain View	Southbound Moffett Far Side Middlefield	29	Extend bench pad	Original list	FY09 - Plan Status 65%
84	Santa Clara	Northbound De La Cruz Near Side Montague	33	Extend bench pad - install pax pad	Original list	FY09 - Plan Status 65%
85	Sunnyvale	Westbound Washington Near Side Carson	11	Fill-in additional area in planter strip	Original list	FY09 - Plan Status 65%
86	San Jose	Eastbound Moorpark Near Side Thornton	48	Install passenger waiting pad	Original list	FY09 - Plan Status 65%
87	Sunnyvale	Northbound Fair Oaks Far Side Arques	29	Install passenger waiting pad	Original list	FY09 - Plan Status 65%
88	San Jose	Eastbound Hedding Far Side Coleman	57	Fill-in planter strip	Original list	FY09 - Plan Status 65%
89	Mountain View	Northbound Rengstorff Far Side San Ramon	32	Install passenger waiting pad	Original list	FY09 - Plan Status 65%
90	Mountain View	Eastbound Middlefield Opposite Ellis	44	Install passenger waiting pad	Original list	FY09 - Plan Status 65%
91	Mountain View	Northbound Rengstorff Near Side Leghorn	36	Install passenger waiting pad	Original list	FY09 - Plan Status 65%
92	Sunnyvale	Northbound Sunnyvale Near Side Central	23	Lengthen concrete pad	Original list	FY09 - Plan Status 65%
93	Sunnyvale	Eastbound Duane Opposite San Luisito	28	Install passenger waiting pad	Original list	FY09 - Plan Status 65%
94	Mountain View	Westbound California Far Side Mariposa	22	Install passenger waiting pad	Original list	FY09 - Plan Status 65%
95	Cupertino	Northbound Wolfe Far Side Pruneridge	52	Install passenger waiting pad	Original list	Pending Assessment
96	Santa Clara	Southbound De La Cruz Near Side Clyde	31	Install passenger waiting pad	Original list	Pending Assessment
97	Campbell	Eastbound Hamilton Opposite Eden	41	Install passenger waiting pad	Original list	Pending Assessment
98	Cupertino	Southbound Stelling Opposite Pepper Tree	26	Install passenger waiting pad	Original list	Pending Assessment
99	Sunnyvale	Northbound Wolfe Mid block el Camino Real	42	Install passenger waiting pad	Original list	Pending Assessment
100	Sunnyvale	Northbound Hollenbeck Far Side Fremont	13	Install passenger waiting pad	Original list	Pending Assessment
101	Milpitas	Westbound Calavera Southbound Far Side Temple	38	Install passenger waiting pad	Original list	Pending Assessment
102	Palo Alto	Eastbound Middlefield Far Side Charleston	36	Install passenger waiting pad	Original list	Pending Assessment
103	Gilroy	Southbound Princevalle far side 10th	7	Install passenger waiting pad	Original list	Pending Assessment
104	Santa Clara	Eastbound Aldo Far Side Lafayette	14	Install passenger waiting pad	Original list	Pending Assessment
105	Campbell	Westbound Hamilton Far Side Eden	34	Install passenger waiting pad	Original list	Pending Assessment
106	Campbell	Eastbound Campbell Far Side Union	30	Install Passenger pad/Extend pad	Original list	Pending Assessment

**Valley Transportation Authority
Bus Stop Accessibility Improvement List
October 2008**

Ref No.	City	Location	Activity	Improvement Requested	Request Received	Status
107	Sunnyvale	Northbound Mathilda Far Side San Aleso	85	Install passenger waiting pad	Original list	Pending Assessment
108	Sunnyvale	Northbound Fair Oaks Far Side Duane	39	Install passenger waiting pad	Original list	Pending Assessment
109	San Jose	Southbound Lundy Far Side Townsend	38	Install passenger waiting pad	Original list	Pending Assessment
110	Santa Clara	Northbound Bowers Far Side Monroe	39	Install passenger waiting pad	Original list	Pending Assessment
111	Cupertino	Northbound Stelling Far Side McClellan	29	Install passenger waiting pad	Original list	Pending Assessment
112	Sunnyvale	Southbound Hollenbeck Mid Block The Dalles	35	Install passenger waiting pad	Original list	Pending Assessment
113	San Jose	Westbound Hillsdale Near Side Summercreek	7	Install passenger waiting pad	Original list	Pending Assessment
114	Palo Alto	Southbound Hillview Mid Block Coyote Hill	46	Install passenger waiting pad	Original list	Pending Assessment
115	Cupertino	Westbound Stevenear Side Creek Far Side Peninsula	11	Extend passenger waiting pad	Original list	Pending Assessment
116	Saratoga	Westbound Saratoga Opposite Park	21	Install passenger waiting pad	Original list	Pending Assessment
117	San Jose	Northbound Bernal Far Side Via Serena	23	Install passenger waiting pad	Original list	Pending Assessment
118	San Jose	Southbound Lundy Far Side Concorse	54	To Be Determined	added after June 08	Pending Assessment
119	Santa Clara	Southbound Monroe Far Side Warburton	15	Lengthen concrete pad	Original list	Pending Assessment
120	San Jose	Northbound Lincoln Near Side Minnesota	20	Lengthen concrete pad in planter strip	Original list	Pending Assessment
121	Morgan Hill	Southbound Hale Far Side Llagas	28	Morgan Hill future development check back	Original list	Pending Assessment
122	San Jose	Northbound Lundy Far Side Concorse	65	To Be Determined	added after June 08	Pending Review with City; No Existing City Sidewalk
123	Sunnyvale	Westbound Maude Near Side Sunnyvale	85	To Be Determined	added after June 08	Pending Assessment
124	Sunnyvale	Southbound Fair Oaks Far Side Old San Francisco	46	To Be Determined	added after June 08	Pending Assessment
125	San Jose	Northbound McLaughlin Far Side Hwy 280	42	To Be Determined	added after June 08	Pending Assessment
126	Morgan Hill	Northbound Hale Far Side Wright	47	To Be Determined	added after June 08	Pending Assessment
127	San Jose	Southbound Meridian Far Side Princeton	46	To Be Determined	added after June 08	Pending Assessment
128	Mountain View	Eastbound Charleston Near Side Huff	43	To Be Determined	added after June 08	Pending Assessment
129	San Jose	Northbound Coleman Far Side Taylor	62	To Be Determined	added after June 08	Pending Assessment
130	Sunnyvale	Westbound El Camino Real Opposite Grape	51	To Be Determined	added after June 08	Pending Assessment
131	San Jose	Southbound Liberty Near Side Taylor	61	To Be Determined	added after June 08	Pending Assessment
132	Milpitas	Southbound Ranch Mid block ranch	60	To Be Determined	added after June 08	Pending Assessment
133	Santa Clara	Northbound Bowers Near Side Walsh	92	To Be Determined	added after June 08	Pending Assessment
134	Santa Clara	Westbound Homestead Far Side Bing	47	To Be Determined	added after June 08	Pending Assessment
135	Santa Clara	Northbound Great America Far Side Mission College	85	To Be Determined	added after June 08	Pending Assessment
136	San Jose	Southbound Skyway Far Side Monterey	28	To Be Determined	added after June 08	Pending Assessment
137	Mountain View	Westbound Charleston Opposite Huff	36	To Be Determined	added after June 08	Pending Assessment
138	Sunnyvale	Westbound Homestead Far Side Lawrence	45	To Be Determined	added after June 08	Pending Assessment
139	Sunnyvale	Northbound Reed Near Side Wolfe	30	To Be Determined	added after June 08	Pending Assessment
140	Sunnyvale	Southbound Hollenbeck Near Side Homestead	25	To Be Determined	added after June 08	Pending Assessment
141	San Jose	Northbound Senter Opposite Umbarger	32	To Be Determined	added after June 08	Pending Assessment
142	Mountain View	Northbound Miramonte Far Side Cuesta	18	To Be Determined	added after June 08	Pending Assessment
143	Sunnyvale	Eastbound Evelyn Far Side Fair Oaks	38	To Be Determined	added after June 08	Pending Assessment
144	San Jose	Southbound Senter Far Side Alma	9	To Be Determined	added after June 08	Pending Assessment
145	Palo Alto	Southbound Hansen Mid block el Camino Real	36	To Be Determined	added after June 08	Pending Assessment
146	Mountain View	Northbound Moffett Far Side Cypress Point	18	To Be Determined	added after June 08	Pending Assessment
147	Sunnyvale	Southbound Sunnyvale-Saratoga Far Side Remington	21	To Be Determined	added after June 08	Pending Assessment
148	Santa Clara	Northbound Scott Near Side Central	20	To Be Determined	added after June 08	Pending Assessment
149	Campbell	Eastbound Campbell Far Side Dot	33	To Be Determined	added after June 08	Pending Assessment
150	Mountain View	Northbound Rengstorff Opposite Stanford	34	To Be Determined	added after June 08	Pending Assessment
151	Milpitas	Westbound Bellewestbound far side Barber	24	To Be Determined	added after June 08	Pending Assessment
152	Santa Clara	Southbound Kiely Near Side Mauricia	26	To Be Determined	added after June 08	Pending Assessment
153	Santa Clara	Eastbound Scott Far Side Bowers	37	To Be Determined	added after June 08	Pending Assessment
154	San Jose	Westbound Mabury Far Side Jackson	21	To Be Determined	added after June 08	Pending Assessment
155	Mountain View	Northbound Rengstorff Near Side Montecito	13	To Be Determined	added after June 08	Pending Assessment
156	San Jose	Northbound Silver Creek Far Side Capitol	18	To Be Determined	added after June 08	Pending Assessment
157	Mountain View	Eastbound Middlefield Near Side Farley	21	To Be Determined	added after June 08	Pending Assessment
158	Mountain View	Westbound Middlefield Far Side Easy	18	To Be Determined	added after June 08	Pending Assessment
159	Mountain View	Eastbound Middlefield Far Side Whisman	26	To Be Determined	added after June 08	Pending Assessment

**Valley Transportation Authority
Bus Stop Accessibility Improvement List
October 2008**

Ref No.	City	Location	Activity	Improvement Requested	Request Received	Status
160	County	Southbound Bascom Far Side Whiteoaks	12	To Be Determined	added after June 08	Pending Assessment
161	Santa Clara	Northbound Kiely Far Side Mauricia	19	To Be Determined	added after June 08	Pending Assessment
162	San Jose	Westbound Quimby Far Side Balardo	7	To Be Determined	added after June 08	Pending Assessment
163	Mountain View	Eastbound Middlefield Far Side Easy	19	To Be Determined	added after June 08	Pending Assessment
164	Milpitas	Westbound Landess Far Side Montara	17	To Be Determined	added after June 08	Pending Assessment
165	County	Eastbound Camden Far Side Union	17	To Be Determined	added after June 08	Pending Assessment
166	San Jose	Northbound Skyway Near Side Park Paxton	19	To Be Determined	added after June 08	Pending Assessment
167	Mountain View	Northbound Moffett Mid block middlefield	18	To Be Determined	added after June 08	Pending Assessment
168	San Jose	Southbound Lundy Far Side Rosebriar	10	To Be Determined	added after June 08	Pending Assessment
169	Sunnyvale	Southbound Mary Far Side Fremont	14	To Be Determined	added after June 08	Pending Assessment
170	Los Gatos	Eastbound Knowles Near Side Capri	31	To Be Determined	added after June 08	Pending Assessment
171	San Jose	Eastbound Via Valiente Far Side Almaden	8	To Be Determined	added after June 08	Pending Assessment
172	San Jose	Eastbound Hostetter Far Side Four Oaks	18	To Be Determined	added after June 08	Pending Assessment
173	San Jose	Eastbound Aborn Far Side Brigadoon	12	To Be Determined	added after June 08	Pending Assessment
174	Mountain View	Southbound Charleston Far Side Amphitheater	18	To Be Determined	added after June 08	Pending Assessment
175	Sunnyvale	Southbound Mathilda Far Side Indio	16	To Be Determined	added after June 08	Pending Assessment
176	Sunnyvale	Northbound Fair Oaks Far Side Kifer	10	To Be Determined	added after June 08	Pending Assessment
177	Sunnyvale	Northbound Wolfe Mid block Eleanor	9	To Be Determined	added after June 08	Pending Assessment
178	San Jose	Westbound San Ignacio Far Side Great Oaks	16	To Be Determined	added after June 08	Pending Assessment
179	Sunnyvale	Northbound Hollenbeck Mid block homestead	19	To Be Determined	added after June 08	Pending Assessment
180	San Jose	Southbound Mckean Near Side Martwood	11	To Be Determined	added after June 08	Pending Assessment
181	Morgan Hill	Westbound Burnett At Madrone Mobile Estates	12	To Be Determined	added after June 08	Pending Assessment
182	Gilroy	Westbound Monte Bello Mid block wren	8	To Be Determined	added after June 08	Pending Assessment
183	Palo Alto	Westbound El Camino Real Opposite Sam Mcdonald	4	To Be Determined	added after June 08	Pending Assessment
184	Palo Alto	Southbound Deer Creek Far Side Department Of Interior	18	To Be Determined	added after June 08	Pending Assessment
185	Mountain View	Southbound Rengstorff Near Side Central	9	To Be Determined	added after June 08	Pending Assessment
186	County	Northbound Wolfe Near Side Marion	10	To Be Determined	added after June 08	Pending Assessment
187	Cupertino	Westbound Bollinger Far Side Johnson	11	To Be Determined	added after June 08	Pending Assessment
188	Cupertino	Eastbound McClellan Mid block stelling	44	Repair concrete in planter strip	Original list	Pending Assessment
189	San Jose	Eastbound Mckee Far Side Rancho Verde	101	Repair damaged pad	Original list	Pending Assessment
190	San Jose	Westbound Park Near Side Fremont	5	Verify improvements needed	Original list	Pending Assessment
191	Sunnyvale	Southbound Fair Oaks Far Side Bryan	100	Extend right of way	Original list	Pending Assessment
192	San Jose	Southbound Bascom Far Side Naglee	68	Fill-in additional area in planter strip	Original list	Pending Assessment
193	San Jose	Eastbound Hostetter Far Side Grovetree	9	Fill-in additional area in planter strip	Original list	Pending Assessment
194	Sunnyvale	Westbound Washington Far Side Leota	15	Fill-in additional area in planter strip	Original list	Pending Assessment
195	San Jose	Southbound Snell Near Side Calero	25	Fill-in additional area in planter strip	Original list	Pending Assessment
196	San Jose	Westbound Rigoletto Far Side Brahms	21	Fill-in additional area in planter strip	Original list	Pending Assessment
197	San Jose	Southbound Leigh Near Side Curtner	16	Fill-in additional area in planter strip	Original list	Pending Assessment
198	San Jose	Southbound Senter Far Side Baltic	15	Fill-in planter strip	Original list	Pending Assessment
199	Mountain View	Southbound Truman Near Side Bruckner	94	Extent passenger waiting pad	Original list	Deferred - Property Owner Concerns
200	Mountain View	Northbound Truman Near Side Bryant	134	Install passenger waiting pad	Original list	Deferred - School Official Concerns
201	San Jose	Southbound 21st FAR SIDE Bayshore	N/a	Install passenger waiting pad	Original list	Inactive 1/14/08 - Stop is no longer in use
202	San Jose	Northbound Oakland Opposite Fox	N/a	Install passenger waiting pad	Original list	Inactive 1/14/08 - Stop is no longer in use
203	San Jose	Southbound Educational Park Near Side Las Plumas	N/a	Install passenger waiting pad	Original list	Inactive 1/14/08 - Stop is no longer in use
204	San Jose	Southbound Berona Far Side Alfred	N/a	Install passenger waiting pad	Original list	Inactive 1/14/08 - Stop is no longer in use
205	Santa Clara	Northbound De La Cruz Far Side Mathew	N/a	Install passenger waiting pad	Original list	Inactive 1/14/08 - Stop is no longer in use
206	San Jose	Westbound Easthills Near Side White	N/a	Install passenger waiting pad	Original list	Inactive 1/14/08 - Stop is no longer in use
207	San Jose	Northbound King Far Side Las Plumas	212	Install passenger waiting pad	Original list	COMPLETE
208	San Jose	Northbound King Near Side Virginia	136	Fill in planter strip	Original list	COMPLETE
209	San Jose	Southbound McLaughlin Far Side William	115	Install passenger waiting pad	Original list	COMPLETE
210	San Jose	Northbound King Near Side Biscayne	101	Fill-in remainder of planter strip at corner	Original list	COMPLETE
211	Sunnyvale	Northbound Fair Oaks Far Side Old San Francisco	118	Install passenger waiting pad	Original list	COMPLETE
212	Sunnyvale	Southbound Bernardo Far Side Washington	22	Install passenger waiting pad	Original list	COMPLETE

**Valley Transportation Authority
 Bus Stop Accessibility Improvement List
 October 2008**

Ref No.	City	Location	Activity	Improvement Requested	Request Received	Status
213	San Jose	Westbound Julian Opposite 24th	31	Extend passenger waiting pad	Original list	COMPLETE
214	San Jose	Northbound McLaughlin Far Side Sunny	110	Fill in planter strip	Original list	COMPLETE
215	San Jose	Westbound Naglee Far Side Park	64	Verify improvements needed	Original list	COMPLETE
216	Cupertino	Northbound Stelling near side Stevener Side Creek	31	Verify improvements needed	Original list	COMPLETE
217	San Jose	Southbound Monterey Opposite Edenvue	69	Verify improvements needed	Original list	COMPLETE
218	Santa Clara	Northbound Monroe Far Side Bellomy	13	Verify planter strip fill-in	Original list	COMPLETE
219	San Jose	Southbound McLaughlin Near Side Appian	51	Verify planter strip fill-in	Original list	COMPLETE
220	Sunnyvale	Northbound Fair Oaks Far Side Caliente	49	Install passenger waiting pad	Original list	COMPLETE
221	San Jose	Westbound Rigoletto Opposite Othello	37	Install additional concrete in planter strip	Original list	COMPLETE
222	San Jose	Westbound Curtner Far Side Leigh	45	Remove Junipers, fill-in planter strip	Original list	COMPLETE
223	San Jose	Westbound Senter Far Side San Ramon	29	Check for accessibility	Original list	COMPLETE

Summary of VTA Bus Stop Improvement Project Status

Bus Stop Improvement Request Generated by:	FY08 Project Phase II	FY09 Project Review Stage (65%)	Pending City or Development Review	Pending Assessment	Deferred	Total
Pax Request	2	2	4	3	2	13
Ramp/Lift Use	1	0	0	0	7	8
Ridership	19	19	1	103	2	144
Total	22	21	5	106	11	165



Date: October 31, 2008
 Current Meeting: November 12, 2008
 Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Committee for Transit Accessibility

THROUGH: General Manager, Michael T. Burns

FROM: Chief External Affairs Officer, Greta Helm

SUBJECT: Advisory Committee Enhancement Update: November

FOR INFORMATION ONLY

BACKGROUND:

In August 2008, the *Advisory Committee Enhancement (ACE)* process was initiated by VTA General Manager Michael Burns to engage advisory committee members in the development of recommendations for improving the advisory committee process.

The ACE process is being led by VTA's Public Information Officer, Jennie Loft. In September, each of the advisory committees nominated representatives to be their voice in ACE Subcommittee meetings with Ms. Loft and project manager Stephen Flynn. All subcommittees have met at least once. In the coming months, each subcommittee will work on defining the necessary steps and timeline to meet the goals of the process, with staff's role being to facilitate the process and provide assistance where requested. Goals of the process include, but are not limited to, each committee:

- Examining and redefining its role, responsibilities and limitations to ensure they are consistent with the recently revised VTA Vision and Mission statements.
- Developing a committee mission statement.
- Reviewing its bylaws to ensure they accurately reflect the committee's duties and responsibilities.
- Aligning its work plan (the mechanism used to plan and track the items each committee considers) to the Board of Directors Consolidated Work Plan.

A standing item has been added to future agendas for each advisory committee to ensure that the full committee is provided with a brief verbal report from its subcommittee on the efforts, progress made and issues identified by the subcommittee.

To keep all advisory committees informed on the progress of the overall ACE process, staff will

be providing monthly written updates at each advisory committee meeting for the next several months.

DISCUSSION:

Since each committee defines the timelines for completing the ACE process, the ACE subcommittees have been meeting with varying frequency. Some have decided to meet every two weeks, whereas others are meeting monthly. Depending on where they are in the process, individuals subcommittees may decide to meet more or less frequently.

By the November advisory committee meetings, each ACE subcommittee will have met twice with the exception of TAC, which has met once. Due to preliminary work done by that committee previously including development of a draft mission statement, the TAC ACE Subcommittee did not feel the need to meet in early November.

The BPAC, PAC and TAC ACE Subcommittees have successfully developed draft mission statements for submission to their respective committees. Adoption of the BPAC and TAC draft mission statements will be considered by the respective committee at its November meetings. Due to cancellation of the November PAC meeting, that committee will consider adopting the draft PAC Mission Statement at its December meeting. Both CTA and CAC are continuing with development of their draft mission statements. It is envisioned that once adopted by the individual advisory committee, the mission statement will then be incorporated into the bylaws for that committee.

The ACE Subcommittees for BPAC, PAC and TAC have also reviewed and, where needed, recommended modifications to their individual bylaws to more accurately reflect the redefined roles, responsibilities, duties and limitations. Both CTA and CAC have begun and are continuing the process of reviewing the applicable sections of their bylaws. Once all recommended bylaw modifications have been determined, they will be submitted to the respective committee for adoption. This most likely will occur when the ACE Task Force has completed its duties.

Staff will continue to provide brief written updates at each advisory committee meeting on the overall progress made and the current status of the ACE process. Further, more detailed information on the efforts, issues identified and progress made by each subcommittee will be provided by that subcommittee during its verbal report to its full committee at each meeting.

Prepared By: Stephen Flynn, Sr. Management Analyst



Date: October 29, 2008
Current Meeting: November 12, 2008
Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
Committee for Transit Accessibility

THROUGH: General Manager, Michael T. Burns

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

SUBJECT: CTA Work Plan

FOR INFORMATION ONLY

BACKGROUND:

At its meeting of September 12, 2007, the CTA requested that the work plan be a standing item on the agenda. In addition to the updates shown below, the work plan was also revised to show completed items and items that require follow-up.

DISCUSSION:

The following items have been updated on the work plan:

1. Obtain additional comments on ticket vending machine (TVM) redesign at the November 2008 meeting.
2. Dedicate second half of the November 2008 meeting to the Advisory Committee Enhancement Program.
3. At the request of Chair Morrow, discuss moving the election of officers from the December 2008 meeting to the January 2009 meeting.
4. Added presentation at the December 2008 meeting on the Biennial Budget development for Fiscal Year 2010 and Fiscal Year 2011.
5. Added presentation at the January 2009 meeting on the Uplift Program.

Prepared By: Camille C. Williams

CTA Approved Workplan

Current Items:

1. Mobility and travel training as a subset of real time information technology.
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
V T A Assignment: Accessible Services
2. 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: Information
V T A Assignment: Congestion Management Program
3. Wheelchair and Other Mobility Device Community Education Safety Program
Status: At the August 13, 2008 CTA meeting, members passed the following motion: the Accessible Services Department shall develop, with input from CTA, a set of goals and objectives specific to improving useful information to the public on the use of wheelchairs and other mobility devices on public transit.
Objective 1 - Follow-up with CTA prior recommendation to place information on VTA web-page also linked back to the Paratransit Program, information on WC19 standards and current models that are currently WC19 compliant and transit friendly.
Objective 2 - Incorporate safety and mobility device usage on public transit into the mobility options and/or travel training materials.
Agenda Date: December 10, 2008
Category: Information
V T A Assignment: Accessible Services

4. Advisory Committee Enhancement Strategy

Status: At the August 13, 2008 CTA meeting, Michael T. Burns, during his general manager's report, advised the CTA that next month staff would meet with the advisory committees to better engage them in the development of policy solutions. Additionally, staff will work with the advisory committees to develop clearly articulated missions, goals and objectives, resulting in the advisory committees being well aligned with VTA's vision, mission and values. The Advisory Committee Enhancement Strategy will include, among its many actions, directly involving the advisory committees in the process to redefine each committee's role, responsibilities and limitations. It will also include revising each committee's work plan to ensure that committees have the opportunity to review and provide input on matters in the development process.

Two primary goals of this initiative are to:

1. Maximize the contribution each committee can make to the decision-making process;
2. Minimize overlap and duplication between committees

Agenda Date: September 10, 2008 / October 8, 2008 and until process completed

Category: Information

V T A Assignment: External Affairs

5. Bus Stop Improvement Plan

Status: At the July 9, 2008 CTA meeting, staff provided a report on bus stops listed to be improved during FY 09. CTA asked that staff provide an additional report on the status of all bus stops currently listed to be improved. Staff will provide a report before the end of the year and then annually thereafter.

Agenda Date: November 12, 2008 / Annually

Category: Information

V T A Assignment: Accessible Services

6. TVM Update

Status: VTA is in the process of updating its ticket vending machines (TVMs). Included in the process will be the availability of a prototype that will be presented to the CTA for their input on the redesign of the TVMs.

Agenda Date: October 8, 2008 / November 12, 2008 and as necessary

Category: Information

V T A Assignment: Technology and Accessible Services

7. Nominating Committee

Status: At the November 12, 2008 meeting, CTA members will select 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. The CTA chair will not be in attendance at the December 2008 meeting and has requested that the election of officers be held January 2009. If committee members are in agreement with this request, the election of officers will be moved from December 2008 to January 2009.

Agenda Date: November 12, 2008

Category: Information

VTA Assignment: Accessible Services

8. Uplift Program

Status: At their October 8, 2008 meeting, the CTA requested that staff give a presentation on the bus pass program for individuals who are homeless.

Agenda Date: January 7, 2009

Category: Information

VTA Assignment: Fiscal Resources

9. FY 2010 and FY 2011 Biennial Budget Development

Status: Fiscal Resources requested that this item be added to the CTA workplan.

Agenda Date: December 10, 2008

Category: Information

VTA Assignment: Fiscal Resources

Monthly Agenda Items:

1. Motion Tracking Spreadsheet
2. Workplan

Annually Reported Items:

1. Bus Stop Improvement Plan

Follow-Up 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

Follow-up Dates: October 8, 2008 / November 12, 2008 / December 10, 2008

Category: Information

V T A Assignment: Congestion Management Program

2. Real Time Information (RTI) technology 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

Follow-up Date: TDB

Category: Information

V T A Assignment: Technology, and Transportation Systems and Accessible Services

3. 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. BAH will provide a follow-up to their June 11, 2008 presentation as this project progresses.

Agenda Date: June 11, 2008

Follow-up Date: TBD

Category: Information

V T A Assignment: Fiscal Resources and Accessible Services

Completed Items:

1. 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. A follow up discussion at the April 9, 2008 meeting regarding Menlo Park paratransit service.

Agenda Date: November 7, 2007 and April 9, 2008

Category: Action

V T A Assignment: Accessible Services

2. 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

3. 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.

4. 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

Follow-up Date: TBD

Category: Information

V T A Assignment: Operations Analysis, Reporting and Systems

5. 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

6. 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

7. 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
8. Receive a report on National Transit Database reporting.
Status: Completed
Agenda Date: April 9, 2008
Category: Discussion
V T A Assignment: Fiscal Resources
9. 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. The item was discussed at the April 9, 2008 CTA meeting. The following members were selected to serve on the LRC: Aaron Morrow, Connie Langford and Dilip Shah
Agenda Date: November 7, 2007 / April 9, 2008
Category: Action
V T A Assignment: Accessible Services
10. 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. Completed. The CTA passed a motion to keep the quorum at 11 and the voting requirement at 9 but the Chair will have to explain that an item was passed with less than a quorum and the minutes will have to be noted that an item was passed by less than a majority of the total appointed membership.
Agenda Date: February 13, 2008 / March 12, 2008 / April 9, 2008 / May 7, 2008
Category: Action
V T A Assignment: Accessible Services
11. 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 May 7, 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:** May 7, 2008 / June 11, 2008

Category: Information

V T A Assignment: Customer Service/Technology

12. 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 / June 11, 2008

Category: Discussion

V T A Assignment: Accessible Services

13. 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. The report was published July 2008. The CTA will receive a presentation at their August 13, 2008 meeting.

Agenda Date: August 13, 2008

Category: Information

V T A Assignment: Accessible Services

14. 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. CTA will have a half day orientation in June in addition to their regular meeting.

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

Category: Information

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



Date: October 29, 2008
Current Meeting: November 12, 2008
Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
Committee for Transit Accessibility

THROUGH: General Manager, Michael T. Burns

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

SUBJECT: CTA Motion Tracking Report

FOR INFORMATION ONLY

BACKGROUND:

The CTA requested that their motion tracking report be added to the agenda as a standing item. Due to the size of the document, CTA members asked that the form be separated into motions that are current and archived motions. Staff separated the document; both forms are included for CTA review. The last update to the report was August 13, 2008. Committee for Transit Accessibility members also requested that both the current and archived motion tracking reports be included in their monthly agenda packets.

DISCUSSION:

The CTA Committee of the Whole could not pass any motions at the October 8, 2008 meeting.

Prepared By: Camille C. Williams

Archived Summary of CTA Motions
March 2005 to December 2006

Status of Item	CTA Item	CTA Action	V T A Board/Staff Action	
December-06	C T A action referred to Customer Service.	4. Accessible Services Customer Comment Summary Information	Motion, Second, Carried (Morrow/Rhodes) to recommend that it be standard practice when V T A Customer Service representatives receive a call from a customer regarding a complaint the customer would be asked if they would like a call back, if "yes" then Customer Service calls the customer back with a resolution within 30 days.	Staff forwarded this request to Customer Service staff.
December-06	C T A action referred to Board of Directors.	11. Board of Directors Report	Motion, Second, Carried (Rhodes/Julian) to recommend that the CTA Committee present Ex-Officio Board Liaison Cindy Chavez with a Certificate of Appreciation at the December 14, 2006 Board of Directors Regular Meeting for her diligent work on CTA and V T A Board of Directors.	The General Manager and Board Vice Chairperson Chu presented the award at the December 2006 Board of Director's meeting to Chairperson Chavez and acknowledged her assistance and contributions as CTA Board Liaison Ex-Officio Member. CTA Chairperson Morrow thanked Chairperson Chavez on her leadership and for crafting a new Paratransit Program.
November-06	C T A action referred to M T C staff..	10. Technology in Transit	Motion, Second, Carried (Tamez/Morrow) on a vote of 11 Ayes to 0 Noes to 1 Abstention to support a motion to the V T A Board of Directors to look into including paratransit services into the TransLink Program System. Members Eljas abstained.	MTC staff presented a report on the Translink Program at the January 2007 CTA meeting and noted the CTA's comments regarding the inclusion of paratransit.
November-06	C T A action referred to staff..	11. Operator Training	Motion, Second, Carried (Tamez/Jensen) that the CTA Committee request that V T A provide written material presentations and not verbal presentations.	Recommendation forwarded to staff. Staff will aim to prepare written reports for presentations to the CTA. However, some situations may require verbal reports.
October-06	No Item	No Motions Made/Passed	No Motions Made/Passed	No Motions Made/Passed
September-06	Staff responded to C T A request.	9. CTA Member Tamez electronic mail (e-mail) of July 8, 2006	Motion, Second, Carried (Tamez/Gouveia) that CTA requests that the V T A Board of Directors investigate V T A's accounting methods, practices, and cost accounting as it relates to accessible services, paratransit and National Transit Database (NTD) reporting.	Staff presented detailed information about the NTD Audit at the January 2007 CTA meeting.
August-06	C T A action referred to C M P staff..	10. 2005 - 2006 V T A Passenger Survey	Motion, Second, Carried (Morrow/Grant) on a vote of 10 Ayes to 0 Noes to 1 Abstention to recommend that the next On-Board Survey create a question that targets persons with disabilities with a sense of sensitivity. Member Julian abstained.	Staff forwarded this request to Congestion Management Program Transportation Planning staff.
July-06	No Item	No Motions Made/Passed	No Motions Made/Passed	No Motions Made/Passed

Archived Summary of CTA Motions
March 2005 to December 2006

Status of Item	CTA Item	CTA Action	V T A Board/Staff Action	
June-06	Staff responded to C T A request.	8. National Transit Database (NTD) Reporting and Paratransit Services	Motion, Second, Carried (Tamez/Gouveia) to motion that Given that V T A receives funding for their programs from different sources, it is a fundamental need of this business to segregate changes to assure proper billing to their programs. It is unacceptable that V T A has just now acquired sound accounting methodologies in 2005 to prevent improper cost allocation and erroneous reporting of their financial data to the federal government. Therefore, the historical changing must have been accurate. Given that the historical charging must have been accurate, please provide CTA with a headcount report, indicating the position and salary (names may be withheld) of each of the individuals charging Paratransit to total the dollar amount in question. Fiscal Year 2005 is an acceptable starting point.	Staff presented NTD/Financial Reporting information at the September 2006 CTA meeting.
June-06	Staff responded to C T A request.	9. FY 2006 Third Quarter Transit Operations Performance Report (July 1, 2005 - March 31, 2006)	Motion, Second, Carried (Grant/Rhodes) to motion that V T A provides the Committee with the system cost per total hours of the other local transit agencies as a basis.	Staff presented this information at the October 2006 CTA meeting.
June-06	Staff responded to C T A request.	9. FY 2006 Third Quarter Transit Operations Performance Report (July 1, 2005 - March 31, 2006)	Motion, Second, Carried (Eljas/Tamez) to make a motion that the Committee requests that Mr. Burns create a small forum of individuals from CTA and V T A to change the culture of how people are viewed in the disabled and paratransit community.	Discussion about the formation of the recommended committee will be placed on the March 2007 CTA agenda.
May-06	C T A action referred to Board of Directors.	10. Chronology of Events Leading to Small-Capacity Vehicle Agreement with the Amalgamated Transit Union (ATU)	Motion, Second, Carried (Tamez/Morrow) to make a motion to the Board of Directors that they require V T A to bring all service changes, program changes, or improvements to the CTA Committee before they move forward.	Recommendation forwarded to General Manager and Executive Staff. The Board received recommendation when the CTA unapproved minutes were submitted to the Board as a CTA report in their June 2006 Board packet.
April-06	C T A action referred to Board of Directors. Staff responded to C T A request.	4. Board of Directors Report	Motion, Second, Carried (Jensen/Rhodes) to recommend that staff provide the Committee the information to bring paratransit in-house, including an accounting of all-meeting dates, minutes, records of meeting room reservations, etcetera, especially the discussions held with ATU Local 265 Executive Board. Copies of grant requests for the purchase of vehicles between the dates of 2003 to the present will also be provided to the Committee. Additionally, CTA would like a copy of the timeline, as requested by Board Member Chavez from Mr. Tucker in one week's time. This should include discussions, memos, and teleconferences within all V T A departments that were involved in the efforts to look at bringing paratransit in-house. This timeline should be distributed to CTA Members via electronic format and mail.	Staff provided a report to the May 2006 CTA meeting and the Board of Directors documenting the chronology of events leading to the agreement with the ATU to implement small capacity vehicle operations and V T A's partnership with Outreach.

Archived Summary of CTA Motions
March 2005 to December 2006

Status of Item	CTA Item	CTA Action	V T A Board/Staff Action	
April-06	C T A action referred to Board Chair and Board Secretary..	5X. RFP for Organizational and Financial Assessment Consulting Services	Motion, Second, Carried (Tamez/Gouveia) to recommend that the CTA Committee be included in the RFP process.	Staff provided request to Board Secretary's Office to forward to Board Chair. Committee chairs sat on the technical evaluation committee to select the consultant for the Organizational and Financial Assessment.
March-06	C T A action referred to staff..	8. Transportation Supervisor Information	Motion, Second, Carried (Grant/Julian) to recommend that V T A reinstate the 800-telephone number for customers to call to report non-operating lifts.	Effective August 1, 2006, telephone number 1-800-922-4321 was activated for after hours calls regarding downed lifts.
February-06	Staff responded to C T A request.	9. Bus Mobility Device Securement Policy	Motion, Second, Carried (Grant/Rhodes) to recommend that V T A will provide a detailed Securement and Americans with Disabilities Act (ADA) awareness sensitivity training demonstration to CTA.	Staff provided a presentation to the May 2006 CTA meeting about V T A Operator training programs.
January-06	No Item	No Motions Made/Passed	No Motions Made/Passed	No Motions Made/Passed
December-05	C T A action referred to Board of Directors.	9. Paratransit Eligibility Certification Program Modifications	Motion, Second, Carried (Morrow/Rhodes) on a vote of 13 Ayes, to 0 Noes, to 0 Abstentions to endorse the Paratransit Eligibility Certification Program Modifications.	At the April 2006 Board meeting, the Board approved the Paratransit Eligibility Certification Program Modifications to be implemented July 2006.
November-05	No Item	No Motions Made/Passed	No Motions Made/Passed	No Motions Made/Passed
October-05	C T A action referred to Board of Directors. Staff responded to C T A request.	11. Bus Mobility Device Securement Training Program	Motion, Second, Carried (Bruntz/Morrow) on a vote of 13 Ayes, to 0 Noes, to 0 Abstentions to recommend to V T A Board of Directors to develop and implement an educationally sound assessment plan to field test operators on ADA compliance.	Referred to Board in Minutes. V T A training staff will be invited to future CTA meeting to discuss operator training program. Staff provided a presentation to the May 2006 CTA meeting about V T A Operator training programs. V T A training staff provided monthly and quarterly reports to the CTA throughout FY 07. Several CTA members sat in operator training classes. Due to the increased need for bus operators, the training department has increased their operator training schedule and will report to the CTA on an as needed basis.
September-05	C T A action referred to Board of Directors.	Nominating Committee for Second Vice Chairperson for 2005	Motion, Second, Carried (Marcillet/Rhodes) on a vote of 12 Ayes, to 0 Noes, to 0 Abstentions to elect David Grant for CTA Second Vice Chairperson for 2005.	The following is unrelated to the motion but was added for information only: Adam Byrnes represented V T A Board Vice Chairperson Cindy Chavez at the September 7, 2005 CTA meeting. Vice Chairperson Chavez gave a verbal report at the October 6, 2005 V T A Board about the September 7, 2005 CTA meeting.
August-05	C T A action referred to Board of Directors.	Receive the Bus Mobility Securement Device Demonstration	Motion, Second, Carried (Morrow/Bruntz) on a vote of 9 Ayes, to 2 Noes, to 0 Abstentions to recommend that CTA accept the recommendations stated by V T A staff and Securement Subcommittee team with the caveat that CTA Securement Subcommittee Task Force remain intact for at least one-year after implementation of the Mobility Securement Policy to monitor and address issues related to the implementation of the Mobility Securement Policy. Members Grant and Stahl opposed.	At the Sept 05 Board meeting - Board authorized the General Manager to execute a contract with Nor-Cal Mobility, Inc., the lowest responsible and responsive bidder, contingent upon a successful demonstration to satisfy technical requirements of the contract, for the purchase and installation of 831 bus mobility device restraint kits (two kits per bus, one curbside and one street side) for V T As active bus fleet of 415 buses, the cost per bus for this purchase and installation contract is \$1,447 for a total cost of \$600,383. At the April 06 Board meeting - Board adopted the proposed policy to require all mobility device users, such as wheelchair and scooter users, to ride with their devices secured on V T A buses. The policy will have an effective date of January 1, 2007.

Archived Summary of CTA Motions
March 2005 to December 2006

Status of Item	CTA Item	CTA Action	V T A Board/Staff Action	
July-05	C T A action referred to Board of Directors.	Discuss Paratransit Fares	Motion, Second, Carried (Jensen/Rhodes) on a vote of 13 Ayes, to 0 Noes, to 0 Abstentions to recommend ADA Paratransit Service be removed from the Farebox Recovery Ratio Policy and considered independently even though ADA allows for the increase, the fare increase is not required.	At the July 21, 2005 Board Committee of the Whole, Staff reported the CTA's recommendation to revise the current fare policy that links the Paratransit Fare at two times the Adult bus cash fare. No Board action was taken.
July-05	C T A action referred to Board of Directors.	Discuss Disability Services and NovaCare Contracts (requested by CTA at 5/11/05 meeting)	Motion, Second, Carried (Morrow/Rhodes) on a vote of 13 Ayes, to 0 Noes, to 0 Abstentions to recommend sending cancellation notices to Eligibility Program contractor Disability Services Orthopaedic Hospital and to the Appeals Program contractor NovaCare prohibiting the extension of these contracts beyond June 2006 and initiate process with CTA to design and improve the Eligibility Program to help select a new Eligibility Certification contractor and scope of work to be operative by July 1, 2006.	At the July 21, 2005 Board Committee of the Whole, Staff advised the Committee of the Whole of the CTA's recommendation to send cancellation notices to Disability Services Orthopaedic Hospital to cancel their contract and the second recommendation was to initiate a phone interview process as soon as possible. No Board action was taken.
July-05	C T A action referred to Board of Directors.	Discuss Disability Services and NovaCare Contracts (requested by CTA at 5/11/05 meeting)	Motion, Second, Carried (Morrow/Rhodes) on a vote of 13 Ayes, to 0 Noes, to 0 Abstentions to recommend as soon as possible to initiation of a phone interview for those remaining clients who have not yet been through the recertification process, which will make the process more convenient, more timely, and reduce costs to recertify existing clients and eliminate the need to provide transportation to the in-person interview. Any recertifying client who wishes an in-person interview will be provided that option and free transportation.	At the July 21, 2005 Board Committee of the Whole, Staff advised the Committee of the Whole of the CTA's recommendation to send cancellation notices to Disability Services Orthopaedic Hospital to cancel their contract and the second recommendation was to initiate a phone interview process as soon as possible. No Board action was taken.
May-05	C T A action referred to Board of Directors.	Review/File the FY 05 3rd Quarter Paratransit Services Performance Report	Motion, Second, Carried (Grant/Stahl) on a vote of 11 Ayes, to 0 Noes, to 1 Abstention to recommend to terminate the contract with Orthopaedic Hospital and NovaCare and allow OUTREACH to conduct the Paratransit Eligibility Certification Program Process. Member Michels abstained.	At the July 21, 2005 Board Committee of the Whole, Staff advised the Committee of the Whole of the CTA's recommendation to send cancellation notices to Disability Services @ Orthopaedic Hospital to cancel their contract and second recommendation was to initiate a phone interview process as soon as possible. No Board action was taken.
May-05	C T A action referred to Board of Directors.	Review/Recommend to the Board proposed changes to the CTA Bylaws	Motion, Second, Carried (Julian/Rhodes) on a vote of 12 Ayes, to 0 Noes, to 1 Abstention to recommend the CTA Bylaws allow election of a Chairperson, Vice Chairperson, and a Second Vice Chairperson to conduct Committee business. Member Eljas abstained. Motion, Second, Carried (Stahl/Eljas) on a vote of 13 Ayes, to 0 Noes, to 0 Abstentions to recommend the CTA quorum be reduced to 9 Committee Members.	On August 4, 2005: Motion, Second, Carried (McHugh/Williams) to amend the bylaws for the Committee for Transit Accessibility (CTA) to (1) add a Second Vice Chairperson, (2) add a V T A Board of Directors member as a non-voting ex-officio member, and (3) reduce the number of affirmative votes needed to pass an item to 9 from the current 11, which is a majority of the total membership. At the September 1, 2005 V T A Board of Directors Regular Meeting Vice Chairperson Chavez volunteered to serve as Ex-Officio Non-Voting Board Liaison to CTA. Vice Chairperson Chavez has identified Adam Byrnes, staff aide representing Cindy Chavez to attend CTA Meetings and provide a report to Vice Chairperson Chavez. Vice Chairperson Chavez will serve as Ex-Officio Non-Voting Board Liaison to CTA and will provide a report to V T A Board of Directors at V T A Board of Directors Regular Meetings.

Archived Summary of CTA Motions
March 2005 to December 2006

Status of Item	CTA Item	CTA Action	CTA Action	V T A Board/Staff Action
March-05	C T A action referred to staff..	Receive presentation by Disability Services @ Orthopaedic Hospital	Motion, Second, Carried (Rhodes/Julian) to recommend that any presentation provided to CTA include a written report and be distributed to the Committee in an appropriate amount of time to review the information.	Recommendation forwarded to General Manager and Executive Staff. The Board received recommendation when the CTA unapproved minutes were submitted to the Board as a CTA report in their April 05 Board packet.

CTA Item	CTA Action	V T A Board/Staff Action
August-08: 7. Information Item-Presentation on ESPA Status Report on Wheelchairs	Motion,Second,Carried (Morrow/Grant) To recommend that the Accessible Services Department shall develop, with input from CTA, a set of goals and objectives specific to improving useful information to the public on the use of wheelchairs and other mobility devices on public transit. Objective 1: Follow-up with CTA prior recommendation to place information on VTA web-page also linked back to the Paratransit Program, information on WC-19 standards and current models that are currently WC-19 compliant and transit friendly. Objective 2: Incorporate safety and	This item was added to the CTA Workplan. Accessible Services staff will work with the committee to meet the objectives of this motion.
July-08: 12. Information Item-Discuss Public Presentations at Board Meetings.	Motion,Second,Carried (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.	This item was reported by the CTA Liasion at the July 17, 2008 Board of Directors Committee of the Whole.
June-08: 12. Information Item-Discuss the Committee for Transit Accessibility Motion Tracking Report.	Motion, Second,Carried (Grant/Slack) Request that the Board of Directors amend the \$15.00 policy for 5 rides not a fixed number because when the amount was originally \$3.00 that was equal to 5 rides it should be just that you could withdraw your balance up to 5 rides. If it's a Board policy to for them to adopt, I'd like to send that up for their consideration.	VTA approved this change. It was implemented by Outreach effective July 15, 2008.
May-08: 7. Clarify that the quorum requirement is as set forth in Sect. 5.4 of the CTA Bylaws	Motion,Second,Carried (Grant/Morrow) to keep the current quorum requirement of 11 and voting requirement of 9. Change the voting requirement to permit 9 members, or a majority of the members present, whichever is greater, to pass an item, provided that if the number of votes approving any recommendations is less than a quorum, then the minutes of the meeting shall contain a notation that the item was passed by less then a majority of the total appointed membership. Require the CTA Chairperson to identify, during his/her verbal report to the Board, those recommendations that were approved by less than a quorum.	The Chair will need to identify, during his/her report to the Transit Planning and Operations Committee, those recommendations that were approved by less than a quorum. And a notation will need to be made in the minutes to reflect that the item was passed by less than a majority of the total appointed membership.
Apr-08: 5. Receive a Report from the General Manager	Motion,Second,Carried (Morrow/Grant) to advise the Board of Directors to not approve the governance structure recommendation as it stands now. It was rushed and there needs to be more input from the committees and the public.	The comments made by the CTA, PAC and CAC were provided to the Administration and Finance Committee at their April 17, 2008 meeting.

CTA Item	CTA Action	V T A Board/Staff Action
Feb-08: 11. Discuss the Committee for Transit Accessibility Motion Tracking Report.	Motion,Second,Carried (Stahl/Julian) to receive information in all areas of concern by the Hay Group.	As requested by the CTA, the Organization and Financial Assessment has been added as a standing item to their agenda. Staff will give a presentation at the April 9, 2008 meeting.
Nov-07: 8. Bus Service Plan and Impacts to ADA Paratransit Service Area	Motion,Second,Carried (Eljas/Morrow) to recommend that the CTA support Option 1 which is to continue the 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. Affected customers would be given a 90 day grace period from January 14, 2008, before paying the surcharge.	Staff presented the CTA's recommendation to the TP&O on November 14, 2007. The TP&O committee supported the CTA's position and forwarded the recommendation to the Board of Directors. At the December 13, 2007 Board meeting, the Directors approved the CTA recommendation under the Consent agenda.
Nov-07: 11. Mainstreaming of Individuals with Disabilities into VTA.	Motion,Second,Carried (Morrow/Grant) to recommend that the Hay Group give a presentation to the CTA regarding the reorganization and the Accessible Services Department. November 7, 2007 Minutes: M/S/C (Morrow/Grant) to recommend to have the Hay Group restructure Accessible Services Department.	The Hay Group will not present to the CTA but staff will provide updates regarding the progress on the transformation program.
Nov-07: 16. City of San Jose Disability Advisory Commission Report	Motion,Second,Carried (Grant/Stahl) to recommend that the CTA support the position of the San Jose DAC regarding the elimination of route 85.	CTA Chair Tamez provided a report to the TP&O on November 14, 2007 explaining that the CTA took action to support the DAC's position regarding the elimination of route 85. The DAC received a written response from VTA after the November 2007 CTA meeting. Timeline: 8/24/07 Chair Tamez requested that the A&F Committee agendaize the Mainstreaming Memo. The item was referred to TP&O. At 9/07 TP&O Chair Sandoval explained, in a letter, to Chair Tamez that the TP&O is the primary contact for the CTA and invited Chair Tamez to discuss any concerns to the TP&O. At the 10/18/07 TP&O meeting Chair Tamez presented the a list of 13 CTA concerns. On 12/12/07 Chair Sandoval responded in writing to Chair Tamez; all CTA members were copied. On 1/9/08 Member Grant asked that Chair Sandoval's letter be included in the Feb 08 CTA packet.
Oct-07: 9. Mobility Options Program	Motion,Second,Carried (Tamez/Slack) to recommend that a Mobility Options Program Subcommittee be established to look at the program in more detail and provide a comprehensive plan to C T A; and further, recommend that the Mobility Options Program Subcommittee meet once a month.	The subcommittee will meet on a monthly basis and report back to the larger committee.

CTA Item	CTA Action	V T A Board/Staff Action
Aug-07: 7. Hiring of Advisory Committee Members as Consultants or Employees	Motion, Second, Carried (Morrow/Julian) to recommend that if a member sits on V T A's Advisory Committee and plans to accept a consultant position then the member must relinquish their seat as a V T A Advisory Committee member.	Randy Tamez, CTA Chair, presented this item at the August Transit Planning and Operations (TP&O) meeting. The chair of the TP&O committee asked staff to come back with recommendations to address the issue of VTA compensating its committee members for services. Staff prepared a memo that was presented at the October TP & O meeting regarding this matter. TP&O took no action. Chair Sandoval will work with staff to develop recommended policy to bring back to TP&O and Board.
Aug-07: 10. Committee for Transit Accessibility (CTA) Motion Tracking Information	Motion, Second, Carried (Slack/Stahl) to recommend that every item tracked in the CTA motion tracking that the status report include: a) if it is going forward to the Board and b) if not, why.	Accessible Services staff will updated this report as action is taken on CTA motions and present to the CTA on a monthly basis. Effective September 2007, an additional column was added so that the status of the motion can be indicated on this form. At the request of the CTA, staff divided the report into current and archived versions and will continue to include both versions of the report in the monthly agenda packets.
July-07: 6. Mainstreaming of Individuals with Disabilities into V T A	Motion, Second, Carried (Julian/Gouveia) to support Chairperson Tamez response to Agenda Item # 6. Mainstreaming of Individuals with Disabilities into V T A and forward the information to the Board of Directors.	Randy Tamez, CTA Chair, made a request to the Administration & Finance Committee (A&F) that this item be placed on their agenda. The Committee referred the item to the TP&O committee. The CTA chair presented a list of concerns to the TP&O at its October meeting.
July-07: 6. Mainstreaming of Individuals with Disabilities into V T A	Motion, Second, Carried (Julian/Gouveia) to request that Mainstreaming of Individuals with Disabilities be placed on CTA's Regular Agenda as a reoccurring item to allow for Committee discussion and assist V T A to integrate working with individuals with disabilities into V T A as a whole.	Staff will agendize this item every month; however, information will only be provided if there is information to report.
July-07: 8. Accessible Document Training	Motion, Second, Carried (Julian/Morrow) to recommend establishing an Accessible Document Training Subcommittee to attend Accessible Document Training and provide reports and updates to the CTA Committee.	VTA has several internal working groups addressing the issue of creating policy and training for accessible documents. The CTA received a presentation on VTA's Accessible Document Policy at its December 12, 2007 meeting. The Committee will provide comments to the policy at this January 9, 2008 meeting.
July-07: 12. Chairperson's Report	On order of Chairperson Tamez, there being no objection, the Committee requested that City of San Jose DAC and City of Santa Clara ADA Reports be placed on CTA's Regular Agenda as standing reports.	Reports for the City of San Jose DAC and City of Santa Clara ADA committee was added to the CTA meeting agenda effective August 8, 2007.

CTA Item	CTA Action	V T A Board/Staff Action
May-07: 5. Recommended Biennial Budget for Fiscal Year 2008 and 2009	Motion, Second, Carried (Morrow/Julian) to review and recommend that the V T A Board of Directors approve the Recommended Biennial Budget for Fiscal Year 2008 and 2009.	The VTA Board of Directors approved the Biennial Budget for Fiscal Years 2008 and 2009. It was presented to the Board of Directors that members of the CTA endorsed the budget.
May-07: 6. Fare changes proposed for implementation in July 2007 and September 2007	Motion, Second, Carried (Julian/Eljas) to support the proposed fare changes and request V T A staff to look at reducing all fares especially for people with low income.	The VTA Board of Directors approved the fare reductions that were effective September 1, 2007. It was presented to the Board of Directors that members of the CTA endorsed this action and that they wanted deeper fare reductions.
May-07: 7. Project Priorities for the FY 2008 Countywide Transportation Development Act (TDA) Article 3 Program	Motion, Second, Carried (Julian/Rhodes) the Committee for Transit Accessibility cannot endorse the FY 2008 Transportation Development Act Article 3 project priorities due to lack of information provided to the committee.	This action was noted in the unapproved minutes from each advisory committee included on the Board of Directors monthly agenda.
Apr-07: 5. V T A Organizational and Financial Assessment	MSC (Morrow/Grant) to provide CTA with a work plan for the contractual agreement between V T A and Karen Antion Consulting, LLC that would include Karen Antion's work history.	Staff presented an Organizational and Financial Assessment Work Plan for Implementation Support report at the CTA's June 13, 2007 meeting. Phase II of KAC Workplan was presented September 12, 2007.
Mar-07: 6. Bus Stop Location Annunciator Information Update	Motion, Second, Carried (Morrow/Stahl) to recommend that the Board of Directors review and reevaluate the contract as it pertains to the Best Practices to determine if the contractor has fulfilled the obligations toward V T A and V T A's customers.	Staff presented follow-up information about work being done with the annunciator system vendor to improve its functioning at the May 9, 2007 CTA meeting. The CTA's March 2007 minutes were presented at the April 7, 2007 Board of Director's meeting as an information item.
Mar-07: 10. Lifeline Transportation Program	Motion, Second, Carried (Julian/Morrow) on a vote of 11 Ayes to 0 Noes to 1 Abstention to review and recommend that the Board of Directors approve a revised scope and grant amount for the City of San Jose's Auto Repair Assistance Program (ARAP) in the amount of \$75,000 and issue a new Call-For-Projects (CFP) for the Lifeline Transportation Program. Second Vice Chairperson Rhodes abstained.	The CTA's March 2007 minutes were presented at the April 7, 2007 Board of Director's meeting as an information item.