

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

Tri-Valley Accessible Advisory Committee

Meeting

DATE: Wednesday, January 9, 2019

PLACE: Robert Livermore Community Center, Larkspur South
4444 East Avenue, Livermore 94550

TIME: 3:30 p.m.

AGENDA

	Action Recommended by Staff	
1. Call to Order		3:30
A. Approval of Agenda and Modifications if necessary	Action	
2. Citizens' Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)	Information	3:35
3. Minutes of the November 14, 2018 meeting (please review prior to meeting)	Action	3:40
4. Tri-Valley Accessible Advisory Committee (TAAC) Bylaws Update	Action	3:45

5. Fixed Route Bus Service Operations Report	Information	3:55
6. Fixed Route Bus Service in Dublin	Information	4:05
7. PAPCO Report	Information	4:25
8. Dial-A-Ride Concerns and Updates	Discussion	4:30
9. Fixed Route Concerns and Updates	Discussion	4:45
10. Adjournment		5:00

I hereby certify that this agenda was posted 72 hours in advance of the noted meeting.

Jennifer Suda

1/4/19

LAVTA Administrative Services Department

Date

On request, the Livermore Amador Valley Transit Authority will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. A written request, including name of the person, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service should be sent at least seven (7) days before the meeting. Requests should be sent to:

*Executive Director
Livermore/Amador Valley Transit Authority
1362 Rutan Court, Suite 100
Livermore, CA 94551
Fax: 925.443.1375
Email: frontdesk@lavta.org*

AGENDA

ITEM 3



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

Tri-Valley Accessible Advisory Committee

DATE: Wednesday, November 7 2018

PLACE: **Robert Livermore Community Center, Larkspur South Room**
4444 East Avenue, Livermore 94550

TIME: 3:30 p.m.

DRAFT MINUTES

1. Call to Order

The TAAC Chair Herb Hastings called the meeting to order at 3:30 pm.

Members Present:

Judith LaMarre	City of Livermore
Bob Chulata	City of Livermore – Alternate
Connie Mack	City of Dublin
Helen Buckholz	City of Dublin - Alternate
Herb Hastings	County of Alameda
David Weir	County of Alameda – Alternate
Amy Mauldin	Social Services Member
Esther Waltz	PAPCO

Staff Present:

Jonathan Steketee	LAVTA
Kadri Kulm	LAVTA
Lindsay Bookhammer	MTM
Christian Pereira	MV Transit

Guests:

Robert Allen	Wheels rider
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- 2. Citizens' Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)**
None
- 3. Minutes of the September 5, 2018 meetings of the Committee**
Approved.
Mack/Waltz
Buckholz abstains
- 4. California Transit Association's Transit Agency of the Year Award**
LAVTA was chosen as the Transit Agency of the Year of 2018 by the California Transit Association (CTA). The award was presented at the Small Operators Awards Ceremony as part of the CTA's Annual Fall Conference. There was also an appreciation luncheon for all the LAVTA, MV and MTM employees celebrating this recognition.
- 5. Fare Change Update**
Staff summarized the fare policy changes, including TAAC's recommendations, which the LAVTA Board of Directors approved at their October, 2018 meeting. The following are the changes that will go into effect on January 1, 2019:
 - Eliminate transfers and replace with Day Pass
 - Eliminate 10-ride tickets and replace with a Youth Clipper Card fare at the same rate
 - Senior/Disabled Monthly Pass increase from \$18 to \$22 in January 2019 and then increase from \$22 to \$ 25 in January 2021 with no additional increase beyond this point
 - Dial-A-Ride increase from \$3.50 to \$3.75 in January 2019 and delay the proposed increase to \$4.00 until January 2021
- 6. Dial-A-Ride Passenger Survey of Fall, 2018**
Staff informed the committee that this current fiscal year two surveys will be conducted instead of one. The first survey is currently being conducted and the second one will be in six months. The survey includes both online and phone survey.
- 7. Autonomous Vehicles Update**
Staff updated the committee on LAVTA's Shared Autonomous Vehicle (SAV) pilot project. The goal of the pilot is to test and deploy an SAV in a real world application and the area around the Dublin BART station was identified as an appropriate testing ground. The SAV project has been a challenge for LAVTA

and its partners, but the staff is having weekly calls and regular meetings with the key partners to ensure that the pilot moves forward as expeditiously as possible.

8. PAPCO Report

Esther Walts gave an overview of the last PAPCO meeting that took place in September.

9. Dial-A-Ride Concerns and Updates

Herb Hastings reported that his automated trip reminder call went to his house number and not to his cell.

Bob Chulata gave positive remarks for the drivers and dispatchers.

Judy LaMarre suggested that the pick-up times be based on appointment times.

10. Fixed Route Issues – Suggestions for Changes

Audience member Bob Allen said that he would like a bus stop in front of the fare gates at the BART station.

Esther Waltz mentioned that there was a survey being conducted onboard a bus. Staff replied that this was MTC's annual survey and the rider alert about the survey is on LAVTA's website.

Helen Buckholz said that the residents in West Dublin don't have buses and seniors don't get discounts on GoDublin as they would on regular buses. Herb Hastings said that there should be at least one more bus line since Route 3 was taken away. The committee members requested this item to be brought back to the committee as an agenda item.

Judy LaMarre said that Route 14 is hard to use because it doesn't connect well with other routes. Helen Buckholz added that the Route 14 is a long route, but the drivers are great.

Herb Hastings said that the sidewalk by the outlet mall is not wheelchair accessible. Staff replied that the city of Livermore is working on this issue.

David Weir requested ridership numbers by route. Staff is going to provide the committee the fixed route operations report.

14. Adjournment

Meeting adjourned at 4:59pm

AGENDA

ITEM 4



STAFF REPORT

SUBJECT: Tri-Valley Accessible Advisory Committee (TAAC) Bylaws Update

FROM: Kadri Klm, Paratransit Planner

DATE: January 9, 2019

Action Requested

Forward the recommendation to update the Tri-Valley Accessible Advisory Committee (TAAC) bylaws to LAVTA’s Board of Directors.

Background

In light of the recent advisory committee name change that was approved by LAVTA’s Board of Directors there is a need to update the committee bylaws so that the document reflects the committee’s current official name. At their September, 2018 meeting the LAVTA Board of Directors approved the agency’s advisory committee name change from the Wheels Accessible Advisory Committee (WAAC) to Tri-Valley Accessible Advisory Committee (TAAC), as recommended by TAAC.

There are also several other minor recommended updates to the bylaws as marked in the attached draft updated document.

Discussion

In addition to the name change below are the updates TAAC members and staff have previously discussed:

- Adding Measure BB information to the definitions:
 - SECTION 2.9. “ALAMEDA COUNTY MEASURE B” refers to local funding for paratransit service generated by the one-half percent (0.5%) transportation sales tax in Alameda County. Collections for the sales tax authorized by Measure B will be in effect for 20 years, beginning on April 1, 2002 and extending through March 31, 2022.
 - SECTION 2.10. “ALAMEDA COUNTY MEASURE BB” augments the half-cent Measure B sales tax by a half-cent,

beginning April 1, 2015 through March 31, 2022. The full one-cent sales tax authorized by Measure BB will begin April 1, 2022 and will extend through March 31, 2045.

- Add the word “or” to the section 3.2.a to reflect that the social services representative can either work for an agency physically located in the Tri-Valley or represent people of the Tri-Valley (not necessarily both):
 - Three members shall be representatives of social service agencies, which are located in and/or represent people who use or could use transit services in Livermore, Pleasanton and Dublin, and ex-officio members from the connecting transit service providers.

Recommendation

Forward the recommendation to update the TAAC bylaws to LAVTA’s Board of Directors.

Attachment:

1. Draft Bylaws

**BYLAWS
OF THE
~~WHEELS-TRI-VALLEY~~ ACCESSIBLE ADVISORY COMMITTEE**

ARTICLE 1

NAME

The name of this committee shall be the “~~WHEELS-TRI VALLEY~~ ACCESSIBLE ADVISORY COMMITTEE.”

ARTICLE 2

DEFINITIONS

The terms defined in this Article shall have the following meaning:

SECTION 2.1. “LAVTA” refers to the Livermore/Amador Valley Transit Authority, created pursuant to Government Code 6500 et. seq., which provides public transportation services within the cities of Dublin, Livermore and Pleasanton, and portions of unincorporated areas in Eastern Alameda County.

SECTION 2.2. “BOARD OF DIRECTORS” or Board, means the governing Board of LAVTA.

SECTION 2.3. “PARATRANSIT” refers to any form of transportation for persons unable to use fixed route public transit.

SECTION 2.4. “PERSON WITH DISABILITIES” refers to any person whose disability prevents him/her from accessing public transportation pursuant to 49 CFR 37.

SECTION 2.5. “ELDERLY” is defined as any person who is sixty-five (65) years of age or older.

SECTION 2.6. “COMPLEMENTARY PARATRANSIT SERVICE” refers to comparable paratransit service to fixed route transit service as mandated by the Americans with Disabilities Act (49 CFR 37.125).

SECTION 2.7. “LOCAL PARATRANSIT SERVICE” refers to paratransit services that are not mandated by the Americans with Disabilities Act, and that are defined by individual transit operators.

SECTION 2.8. “TRANSPORTATION DEVELOPMENT ACT-ARTICLE 4.5” refers to State funding for paratransit service generated from the ¼ cent sales tax.

SECTION 2.9. “ALAMEDA COUNTY MEASURE B” refers to local funding for paratransit service generated by the one-half percent (0.5%) transportation sales tax in Alameda County. Collections for the sales tax authorized by Measure B will be in effect for 20 years, beginning on April 1, 2002 and extending through March 31, 2022.

SECTION 2.10. “ALAMEDA COUNTY MEASURE BB” augments the half-cent Measure B sales tax by a half-cent, beginning April 1, 2015 through March 31, 2022. The full one-cent sales tax authorized by Measure BB will begin April 1, 2022 and will extend through March 31, 2045.

SECTION 2.1011. “AMERICANS WITH DISABILITIES ACT” (ADA) refers to the Federal law which provides equal access to buildings, services and public transportation to persons with disabilities (Public Law 101-336). Among its provision, the ADA mandates that public transit operators provide complementary paratransit service to persons whose impairment(s) prevent(s) them from using regular fixed route transit service.

SECTION 2.1112. “COMMITTEE” refers to “WHEELS-Tri-Valley Accessible Advisory Committee.”

SECTION 2.1213. “MEMBER” is defined as a Member of the Committee, who resides and/or works in the LAVTA member jurisdictions and represents the interests, concerns and suggestions of the elderly and disabled persons. This person may or may not have disabilities, or who may or may not be sixty-five years of age or more.

SECTION 2.1314. “FISCAL YEAR” means the period from July 1 to and including the following June 30.

SECTION 2.1415. “FIXED ROUTE SERVICE” refers to service that operates along prescribed routes according to fixed schedules.

ARTICLE 3

GENERAL PROVISIONS

SECTION 3.1. RESPONSIBILITIES

The Committee shall have the following responsibilities:

- (a) Provide a forum to discuss matters relating to LAVTA’s fixed route and paratransit system accessibility as they pertain to the elderly and persons with disabilities; ~~and~~
- (b) Advise the Board of Directors on matters relating to LAVTA's fixed route and paratransit system accessibility as they pertain to the elderly and persons with disabilities; ~~and~~;
- (c) To represent the interests of elderly and persons with disabilities who depend upon accessible public transit service(s).

SECTION 3.2. COMMITTEE

- (a) Composition. The Committee shall be composed of eleven (11) members. Each city in the LAVTA jurisdiction shall have two members, and the County of Alameda one member, who is a resident in the LAVTA service area. Three members shall be representatives of social service agencies, which are located in and/or represent people who use or could use transit services in Livermore, Pleasanton and Dublin, ~~and ex-officio members from the connecting transit service providers~~. One member shall be LAVTA’s representative to the Paratransit Advisory and Planning Committee (PAPCO) of the Alameda County Transportation Commission (ACTC).
- (b) Alternate. Each City, the County, and social service agency, may have one (1) alternate member.
- (c) Qualifications of Members and Alternates. The members and alternates must be able to demonstrate:

- (i) That they reside in the City they represent and in the case of the County, they reside in the LAVTA service area. Social services agencies must be located in and/or serve the residents of LAVTA service area.
 - (ii) Meet regularly during business hours.
 - (iii) Analyze complex issues, reports, etc., and make objective conclusions relating to the issues and reports.
- (d) Appointment Process
- (i) LAVTA shall advertise for any vacancy or vacancies on the Committee on LAVTA's website, post notices to the existing riders, and contact relevant social service agencies regarding serving on the committee. LAVTA's Board of Directors selects and approves committee members.
 - (ii) Every interested person shall complete a LAVTA application form.
 - (iii) The process of making appointments of alternate members shall be the same as for regular members.
- (e) Vacancies on the Committee. When there is a vacancy on the Committee, the alternate member shall fill in as an interim member, and, if desired, shall become a full voting permanent member.

SECTION 3.3 TERM OF APPOINTMENT OF COMMITTEE MEMBERS

The term of appointment of each committee member and alternate shall generally be for a period of two (2) fiscal years, unless a one (1) year term is necessary to ensure continuity of membership and avoid all appointments expiring at the same time. The term of appointment of the LAVTA's PAPCO representative shall match the PAPCO's membership term. Each member shall serve for a maximum of four (4) consecutive terms (i.e. eight

(8) consecutive fiscal years). A member may continue to serve for additional consecutive terms beyond the maximum of four (4) consecutive terms (i.e. eight (8) consecutive fiscal years) if no other qualified applicants apply for the open position and the member is willing to serve. The member will be appointed as an Alternate unless there is an opening for a full voting member in their jurisdiction on the committee. The term shall be for one year. When a vacancy occurs, the vacancy will be filled using the procedure described above.

SECTION 3.4. REMOVAL AND RESIGNATION OF MEMBERS

- (a) Appointed members and alternates may be removed automatically from the Committee by the Board of Directors if:
 - (i) The member or alternate is absent for three (3) consecutive regular and/or special meetings;
 - (ii) A member may resign from the Committee by a letter of resignation to the Board of Directors.

SECTION 3.5. COMMITTEE OFFICERS AND THEIR DUTIES

- (a) The Committee shall elect a Chair and Vice Chair from among its members. The Committee Chair and Vice Chair shall not represent the same city.
- (b) The Chair and Vice Chair shall be elected at the last meeting of each fiscal year and assume office at the first meeting of the new fiscal year.
- (c) The Chair shall preside at all meetings of the Committee, call special meetings, and act as spokesperson of the Committee with the authorization of the Committee pursuant to Section 4.1 of these Bylaws.
- (d) The Vice Chair shall assume all duties of the Chair in the absence of, or upon request of, the Chair.

- (e) The Chair or his/her designee shall make an oral report at the meeting of the Board of Directors following the Committee's meeting. The designee shall be the Vice Chair of the Committee or a Committee member.
- (f) In the absence of the Chair and Vice Chair, the Committee shall appoint a Chair Pro-Tem to fill the duties of the Chair.

SECTION 3.6. COMMITTEE SECRETARY

A LAVTA staff person shall serve as Secretary and shall have no vote on matters before the Committee. The Secretary shall keep minutes of all regular and special meetings, and submit them to the Committee for approval, maintain a record of attendance, record all roll call votes, and assist with clerical and administrative tasks pertaining to the Committee.

SECTION 3.7. COMMITTEE MEETINGS

- (a) Regular Meeting Site, Schedule and Time. The Committee shall meet quarterly as needed. The Committee shall establish the meeting schedule, meeting time, meeting sites for the regular meetings at the first regular meeting of the fiscal year.
- (b) Regular Meetings. All regular meetings shall have a published agenda. Only items on the agenda shall be addressed at the meeting. Items for a regular meeting agenda may be submitted by any member of the Committee at least two (2) weeks prior to the meeting. The Committee Secretary may submit items for the agenda. Any supportive material for an agenda item shall be submitted at the same time. The Chair and the Committee Secretary shall agree on the final agenda.
- (c) Agendas. The agenda shall contain at least the following: call to order; approval of minutes; old business; new business; public comment and adjournment. Copies of the agenda, with supporting material and past meeting minutes, shall be mailed or delivered to the Committee members.

- (d) Notice. Notice of regular and special meetings shall comply with the Ralph M. Brown Act, Government Code Section 54950, et seq. Notices shall be mailed or delivered to the appropriate locations in the LAVTA jurisdiction. Notices may be mailed to the public upon request. All requests for additional information for regular and special meetings shall comply with LAVTA's Access to Public Records Information Policy. All notices of regular and special meetings shall be posted 72 hours prior to the meeting.
- (e) Special Meetings. Special Meetings may be called by the Committee Chair. Special meetings may include regular business in nature and/or time-urgent items. Special meetings shall comply with the same requirements of regular meetings.
- (f) Accessibility. All meetings shall be conducted in the LAVTA jurisdiction and shall be in a location accessible by public transportation and accessible to persons with disabilities.
- (g) Quorum. A quorum must be present to conduct a meeting and shall consist of six members. In the absence of a regular or alternate representative, the other representative from the City, County, or Social Services Agency may exercise two votes for that jurisdiction and this would constitute a quorum.
- (h) Affirmative Vote. An affirmative vote by the majority of the filled positions of the Committee is required for an action to be approved, and a quorum must be present in the room in order for a vote to be taken. If a quorum is not present, the Chair would adjourn the meeting.
- (i) Compensation. Committee members shall not receive compensation for attending regular and special meetings. Please refer to section 4.2.
- (j) Parliamentary Procedure. Meetings shall be conducted in accordance with Robert's Rules of Order, Revised, The Classic Edition, General Henry M. Robert, III.
- (k) Minutes of ~~WAAC-TAAC~~ Meetings. Minutes of the ~~WAAC-TAAC~~ meetings shall be included in the Board of Directors Agenda Package.

- (1) A member unable to attend a Committee meeting shall notify the member's alternate to attend the meeting.

ARTICLE 4

MISCELLANEOUS

SECTION 4.1. PUBLIC STATEMENTS.

The Chair of the Committee shall be the spokesperson. In the absence of the Chair, the Vice Chair shall act as the spokesperson. In the absence of the Committee's Chair and Vice Chair, a spokesperson shall be appointed by the Committee Chair. Furthermore, no member of the Committee shall speak as a spokesperson for LAVTA without authorization by majority vote of the Board of Directors of LAVTA.

SECTION 4.2. EXPENSES. The Committee is strictly on a volunteer basis; therefore, members shall not be reimbursed for any expenses relative to the Committee's activities and functions. However, LAVTA will provide paratransit service to/from regular and special meetings for Committee members upon request. LAVTA will also provide transit passes at no charge for rides on fixed route services. Members of the public must provide their own transportation.

SECTION 4.3. AMENDMENTS. Proposed amendments to these Bylaws shall be submitted to the LAVTA Board of Directors by the ~~General Manager~~~~Executive~~ ~~with~~ ~~Director~~ ~~with~~ an explanation of the proposed changes. Amendments shall be incorporated into these Bylaws upon a majority vote of the LAVTA Board of Directors