Social Services Transportation Advisory Council
Monday, November 9, 2020
10 a.m. to 12 p.m.
**Teleconference Meeting**

Agenda Highlights

- Development of Regional Smart Intersection and Next OS Concept of Operations Reports

MEETING ANNOUNCEMENT AMIDST COVID-19 PANDEMIC:

The Social Services Transportation Advisory Council meeting scheduled for Monday, November 9, 2020, will be conducted virtually in accordance with Governor Newsom’s State of Emergency declaration regarding the COVID-19 outbreak, Executive Order N-29-20, and the Guidance for Gatherings issued by the California Department of Public Health. Members will primarily participate in the meeting virtually, while practicing social distancing, from individual remote locations. There are a few options for public participation:
- Listen to the meeting audio stream through sandag.org
- Please click the following link to join the meeting: zoom.us/j/91394913689
- iPhone one-tap: US: +16699006833, 95237993360# or +12532158782, 95237993360#
- Telephone: Dial (for higher quality, dial a number based on your current location): US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592
- Webinar ID: 913 9491 3689
- International numbers available: zoom.us/u/ab3foxmifE

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possible measures to ensure a publicly accessible experience. Please note that the meeting will continue to be broadcast audio-only via the “Listen to the meeting” link on sandag.org.

Public Comments: Persons who wish to address the Working Group on an item to be considered at this meeting, or on non-agendized issues, may email comments to the Working Group at clerk@sandag.org (please reference: “November 9 SSTAC” in your subject line and identify the item number(s) to which your comments pertain). Comments received by 4 p.m. on Friday, November 6, 2020, will be provided to members prior to the meeting. Comments received during the meeting will be read into the record at the appropriate time for public comments. All comments received prior to the close of the meeting will be made part of the meeting record.
Welcome to SANDAG. Members of the public may speak to the SSTAC on any item at the time the SSTAC is considering the item. Public speakers are limited to three minutes or less per person. The SSTAC may only take action on any item appearing on the agenda.

In order to keep the public informed in an efficient manner and facilitate public participation, SANDAG also provides access to all agenda and meeting materials online at sandag.org/meetings. Additionally, interested persons can sign up for email notifications at sandag.org/subscribe.

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June 2020
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Mission Statement

The 18 cities and county government are SANDAG serving as the forum for regional decision-making. SANDAG builds consensus; makes strategic plans; obtains and allocates resources; plans, engineers, and builds public transit; and provides information on a broad range of topics pertinent to the region’s quality of life.

San Diego Association of Governments · 401 B Street, Suite 800, San Diego, CA 92101-4231
(619) 699-1900 · Fax (619) 699-1905 · sandag.org
1. Welcome and Introductions

2. Approval of Meeting Minutes

   The Social Services Transportation Advisory Council (SSTAC) is asked to review and approve the minutes from its September 14, 2020, meeting.

3. Public Comments/Communications/Member Comments

   Public comments under this agenda item will be limited to five public speakers. Members of the public shall have the opportunity to address the SSTAC on any issue within the jurisdiction of SANDAG that is not on this agenda.

Reports

4. Staff Report

   Staff will report on notable activity within the SANDAG Short-Range Transit Section
5. Development of Regional Smart Intersection and Next OS Concept of Operations Reports

*SANDAG Staff and Consultant*

SANDAG has initiated the development of a Smart Intersection System (SIS) and Next Operating System (Next OS) Concept of Operations (ConOps) reports. The proposed ConOps will help advance the implementation of management and operational technology tools that will help improve transportation services, operations, safety, and help prepare for connected and smart infrastructure environments. SSTAC members will be provided with an overview of ConOps elements and will also be requested to provide initial input and feedback on proposed functionalities and needs.

+6. 2021 SSTAC Meeting Calendar and Update to Charter

*SANDAG Staff*

The SSTAC is asked to review and approve the proposed meeting dates for 2021, including the meeting date and location.
for the public hearing, and updates to the SSTAC Charter.

7. **Transit Operator Update**  
   *Information*  
   *SANDAG Staff*

Representatives from the Metropolitan Transit System and North County Transit District will provide an update on proposed service changes and any notable activity.

8. **Facilitating Access to Coordinated Transportation Update**  
   *Information*

The Council will hear a verbal report on the most recent developments of the Facilitating Access to Coordinated Transportation Update and the Council on Access and Mobility.

9. **Upcoming Meetings**  
   *Information*

The next SSTAC meeting has not yet been scheduled.

10. **Adjournment**

+ next to an agenda item indicates an attachment
Item: 2

November 9, 2020  Action: Approve

September 14, 2020, Meeting Minutes

Chair Meagan Schmidt (Facilitating Access to Coordinated Transportation [FACT] – Seat B) called the meeting of the Social Services Transportation Advisory Council (SSTAC) to order at 10:07 a.m. Due to the COVID-19 pandemic, the meeting was held in a virtual environment via Zoom.

1. Welcome and Introductions

The attendance sheet for this meeting is included.

2. Approval of Meeting Minutes (Approve)

Action: Upon a motion by Ted Kagan (At-Large Alternate – Seat C) and a second by Wayne Landon (At-Large Alternate – Seat A), the SSTAC approved the minutes from its July 20, 2020, meeting. Yes: Chair Schmidt, Kent Rodricks (Special Interest Member – Seat B), Sharlene Ornelas (At-large Voting Member – Seat B), Clytie Kohler (Special Interest Alternate – Seat B), Rebecca Steiner (At Large Alternate – Seat B), Marissa Lucero (San Diego Center for the Blind), Anthony DeSalis (The ARC of San Diego), Claudia
Gavin (ElderHelp), Vassilena Lerinska (MTS Fixed Route), Vice Chair Jay Washburn (MTS Paratransit) Robert Gebo (NCTD Paratransit), Charles Main (NCTD Fixed Route). Abstain: Lorry Seagrim (At Large Voting Member – Seat A). Absent: Ilse Carey (Special Interest Voting Member – Seat A), Catherine Manis (At Large Voting Member – Seat C), Helen Elias (Special Interest Alternate – Seat A), Survivors of Torture International, and Home of Guiding Hands.

3. Public Comments/Communications/Member Comments

Sharon Beckas noted that public participants in the Zoom meeting could not see a list of participants. Brian Lane, Senior Regional Planner, noted that the names of all members were publicly stated during the roll call. SANDAG will address this with Legal Counsel to see if this is an option.

Sharlene Ornelas mentioned comotionla.com, a group that is discussing futuristic transportation concepts.

Reports

4. Staff Report (Information)

Lisa Madsen, Associate Regional Planner, noted that Seth Litchney, Senior Regional Planner, is organizing additional Regional Plan Vision Joint Working Group meetings in the Fall, similar to the meeting that was held at the Library last year. Mr. Litchney is looking to
hold a meeting with a community partnerships focus (which would include the Community Based Organizations Working Group and SSTAC); the date is still yet to be determined, but an invite will be extended as soon as the new date and time is selected. Ms. Madsen also noted that new SSTAC Members and Members who requested new Compass Cards should have received them and requested to be notified if this is not the case. SANDAG still does not have a return-to-office date yet and still working remotely.

Brian Lane gave an update on the California Public Utilities Commission’s (CPUC’s) Transportation Network Company (TNC) Access for All legislation, which charges a 10-cent tax per ride on TNC vehicles. This money goes to communities within the region to enable wheelchair-accessible vehicles for the public. The plan was to have SANDAG send in a proposal to the CPUC on how to award the money locally, but the CPUC has postponed the project indefinitely until they can better understand what they want throughout the State. Once they notify SANDAG that they are reopening, we will send the proposal on how we plan to compete awards for the funds in the San Diego region. After the plan gets an okay from the Commission, SANDAG will send out a call for projects (similar to those for the 5310 and Senior Mini Grants) specifically for wheelchair-accessible vehicles for an
on-demand type ride. More information is to come on this project.

Ms. Madsen announced that Lorry Seagrim sent out and email last week noting that the Borrego Springs Revitalization Economic Development Subcommittee has recently acquired funding from the Borrego Valley Endowment Fund to implement the Let’s Go Borrego/Vámonos six-month pilot volunteer driver program. This is the result of a community-wide survey conducted several months ago that established a need for this program. The program will specifically address transportation-challenged individuals that require a ride for medical, optical, dental, and physical therapy appointments as well as for purchasing food. Borrego Springs Senior Center is involved in the implementation of the program, and reservations can be made by calling (760) 237-8205 or emailing letsgoborrego@gmail.com.

Chair Schmidt mentioned that we should all be aware that TNCs (Lyft and Uber) may either be shutting down or moving out of California. Many agencies use these companies to serve clients and need to be thinking about back up plans.

5. Ensuring Accessibility at SANDAG (Information)

Elaine Richardson, Director of Diversity and Equity, announced that the Office of Diversity and Equity (ODE) has been working with the Engineering and
Construction department to map out roles and responsibilities to create a definitive pathway of how the agency looks at the specifications for Americans with Disabilities Act (ADA) compliance.

Dan Levy presented a list of the responsibilities between the ODE and the Engineering and Construction departments. The ODE will review plans for ADA Compliance at 30%, 60%, and 95% completion. The departments are also looking at ways to improve accessibility beyond the minimum requirements of the ADA and the California building codes and will be reviewing the facilities during construction and before opening. The ODE will assist the Engineering and Construction department in presenting the projects to SSTAC. They will present at the 60% level, and if the SSTAC has made suggestions, they will go back at the 95% level and review what is going to be built. The ODE has submitted suggested updates to the LOSSAN and Trolley design standards and made suggestions about how they can go above and beyond the ADA. Lastly, the process is going to roll out gradually; currently, about ten projects have been reviewed and will be brought to SSTAC.

Sharlene Ornelas commented that she was glad to see the checking in on plans at 30%, 60%, and 95% completion, and that the agency will be looking into specifications for the vehicles themselves. She also
noted that she still has an issue with the ramps on the Trolleys because there is no outer rim or edge to the ramps or plates. Also, we need to have audio output for blind people who cannot see digital signs at the transit centers.

Kent Rodricks commented that he was happy to see the ODE going above and beyond the minimum requirements of the ADA.

Sharon Beckas commented that she supports Sharlene’s comments and noted that at certain stops—for example, Old Town—if you’re boarding the COASTER in the disabled area where boarding is easier, there are no electronic signs near the ramps. The electronic signs are hard to read unless you walk directly up to them, and for the blind and the visually impaired, audio is really important.

6. Orange Bikeway (Discussion)

Linda Culp, Principal Planner, gave an update on the Orange Bikeway. Active Transportation has been a key component of many Regional Transportation Plans over the years. SANDAG updates the Plan every few years, and it is also integral to the 5 Big Moves and the Regional Vision. In 2013, the SANDAG Board of Directors approved an Early Action Program. 200 million dollars from the local TransNet sales tax measure were set aside for this program. Currently, 70 of the 77 miles in the overall program are either open
or under some stage of design. About nine miles are currently open; another 16 miles are under construction right now. The SSTAC has reviewed and given feedback on several of those projects. Forty (40) more miles are currently in final design. One project that is in a good stage for review and comment is the Orange Bikeway.

Alison Moss, Project Manager for the Orange Bikeway, noted that this is one of six projects in the North Park/Mid-City network of bikeways. The bikeway meets up with Howard Avenue just west of Interstate 805 and extends eastward to Estrella Avenue, where the project connects to the University Avenue bikeway. Orange Avenue and Howard Avenue are interesting because they are primarily residential streets, but they have historically experienced lots of cut-through traffic. This created interest to get some of the traffic that drives straight through onto one of the more arterial streets that are on either side (University Avenue and El Cajon Boulevard).

This project has benefited from a lot of direct and grassroots community outreach. A lot of local advocates really championed this project. A big workshop was held, along with an open house and a public hearing for the project. The team received a lot of comments, largely in support of the project’s traffic volume reduction.
Ms. Moss explained the urban design plans for a stretch of Orange Avenue between Interstate 805 and Interstate 15. The plans include speed cushions (speed bumps with cutouts for emergency vehicles), raised crosswalks, a traffic diverter, and a buffered bicycle lane. This is accomplished by changing the striping on the street from two vehicle lanes and a left-turn center lane into buffered bike lanes. East of I-15, there are more speed cushions, one neighborhood traffic circle at Highland Avenue, and two median island traffic diverters. A diverter is a median that extends the entire length of the street, and it allows people driving to turn right in and right out only. It allows people walking and biking to traverse the streets seamlessly. The sole traffic circle for this project is at Highland Avenue and Orange Avenue. At the intersection of Estrella Avenue and Orange Avenue, there are curb extensions where all four corners will create a shortened pedestrian crossing distance. Chokers with speed cushions are in-street treatments that narrows the street with two small islands on either side of the street and a raised feature in the middle (similar to a speed bump, but with cutouts for emergency vehicles to ensure that people slow down while driving). All landscaping will be native, drought-tolerant, and selected specially for low height. Ms. Moss noted that they have been working on the project since 2012, they have been in final design since 2019, and they
hope to wrap up in early 2021. The construction schedule is yet to be determined.

Sharlene Ornelas commented, asking about how the classes were chosen in the first slide regarding the regional bike network. Ms. Ornelas also liked the many sidewalks but wanted to know if the elevated crosswalks would have design features that would let a blind person know that they were walking too far to the side. Ms. Ornelas suggested using guide strips on the raised crosswalks.

Ms. Moss responded that the Class I bike lanes tend to be along freeways, the bay, and potentially along a rail line. The high-priority projects are located on streets, whereas Class I projects are away from streets. The raised crosswalks will be ADA-compliant. The slope will be beveled and not too steep since motor vehicles will be traveling over them. The crosswalks will be 10 feet wide with truncated domes for visually impaired persons to align themselves.

Marissa Lucero commented that in some intersections, there are trees that create visibility issues for pedestrians. Ms. Moss responded that the design engineers are doing sight-line analysis to ensure visibility when people are exiting the sidewalk and entering the street. Elsa Caballero asked if the intersections with median island traffic diverters would have controls for pedestrians to cross the intersection. Ms. Caballero also asked if these intersections be able
to be crossed in one motion or if pedestrians would need to take refuge in the median before making a second crossing. Ms. Moss responded that the intentions are for pedestrians to cross in one motion, but that she would confirm with the designer, as the median could be used for refuge if there was a push button at the location.

7. Specialized Transportation Grant Program: Proposed 2020 Program Management Plan (Discussion)

Zachary Rivera, Project Manager, discussed the Specialized Transportation Grant Program (STGP). This is a competitive grant program administered by SANDAG that funds nonprofit organizations, jurisdictions, and other local partners to provide specialized transportation services to seniors and individuals with disabilities in our region. The STGP comprises the local, TransNet-funded Senior Mini-Grant and Federal Transit Administration (FTA) Section 5310 programs. To administer the Section 5310 program on behalf of the FTA for the region, SANDAG is required to maintain a Program Management Plan (PMP), which is a comprehensive document that describes SANDAG’s policies and procedures for administering the STGP. SANDAG holds a competitive process, or call for projects, to distribute available funding through the STGP (usually every two years). This year, SANDAG released the Cycle 11 Call for
Projects on July 31. The most recent PMP update was in April 2018, and a summary of the proposed changes is included in Attachment 1 of the staff report. Since specialized transportation is within the purview of the SSTAC, staff wanted not only to inform of the PMP and its role in the STGP, but also solicit input regarding the proposed changes. Members of the SSTAC as well as members of the public are encouraged to review the 2020 Draft PMP and provide comments via a comment form available at sandag.org/stgp. Any comments may also be provided to Zachary Rivera at zachary.rivera@sandag.org. Any public comments received by September 25 will be shared with the Transportation Committee when it considers adoption of the final 2020 PMP, slated for October 16.

8. Chair and Vice Chair Selection (Appoint)
Lisa Madsen noted that Per the SSTAC Charter:

A Chair and Vice Chair, or Co-Chairs, are nominated and elected annually by the SSTAC to serve one-year terms. The Chair conducts meetings. The Vice Chair shall conduct the meetings in the absence of the Chair. A primary or alternate voting member may be elected Chair or Vice Chair but would retain his/her status as a primary or alternate voting member during his/her tenure.
Action: Upon a motion by Sharlene Ornelas (At-large Voting Member – Seat B), and a second by Wayne Landon (At-Large Alternate – Seat A) the SSTAC approved the appointments of Megan Schmidt for Chair and Jay Washburn as Vice Chair. Yes: Chair Schmidt, Clytie Kohler (Special Interest Alternate – Seat B), Ted Kagan (At-Large Alternate – Seat C), Marissa Lucero (San Diego Center for the Blind), Anthony DeSalis (The ARC of San Diego), Claudia Gavin (ElderHelp), Vassilena Lerinska (MTS Fixed Route), Vice Chair Jay Washburn (MTS Paratransit), Robert Gebo (NCTD Paratransit), Charles Main (NCTD Fixed Route). Abstain: Lorry Seagrim (At Large Voting Member – Seat A). Absent: Ilse Carey (Special Interest Voting Member – Seat A), Kent Rodricks (Special Interest Member – Seat B), Catherine Manis (At Large Voting Member - Seat C), Helen Elias (Special Interest Alternate – Seat A), Rebecca Steiner (At Large Alternate – Seat B), Survivors of Torture International, and Home of Guiding Hands.

9. Transit Operator Update (Information)
Jay Washburn provided an update on the MTS Minibus fixed routes regarding the possible labor action notices that were sent out; a tentative labor agreement has been reached. No official day has been set to vote, but the tentative agreement has a no-strike clause until the vote. MTS is monitoring the situation closely. MTS is working on launching their
web app and a new automated phone system. MTS is also looking at launching a Virtual in Person (VIP) assessment program virtually on October 1, using WebEx applications to contact individuals. For the assessments, individuals will be using their own technology, and if there is none available, MTS will deliver a tablet safely following COVID-19 precautions. No personnel will ever enter a house, and the handoff will happen at the door.

Vassy Lerinska mentioned that MTS’ next service change will take place on Sunday, September 20.

Sharon Beckas asked if MTS’ VIP assessment program would be taking into consideration people with underlying conditions who may no longer be safe on public transportation due to COVID-19. Mr. Washburn noted that if someone can travel and utilize public transit and wear a face mask, they will take all information into consideration.

Sharlene Ornelas mentioned that individuals with limited or impaired vision have a hard time seeing whether another individual is wearing a mask when riding transit. Many people board the bus with a mask and take them off once they are seated, and the bus driver is busy and does not notice.

Robert Gebo gave an update on NCTD paratransit; they are slowly seeing their ridership come back. Ridership is down 74% over last year, but in the past
eight weeks, it has come up from an 87% decrease to 74%. Ridership is coming back on weekdays. Saturdays they were down 30% and Sundays 51%, but Sundays eight weeks ago were down 92%. The paratransit contractors are going through labor negotiations with MV; NCTD anticipates there will be no problems or work stoppage and will keep the SSTAC updated if anything were to happen.

Charles Main provided an update on NCTD’s fixed-route service; on Sunday, October 4, there is a schedule change for BREEZE service to improve the running times and connections with other routes. The COASTER continues to operate at reduced service; there is no return date to full service yet.

10. Facilitating Access to Coordinated Transportation Update (Information)

Chair Schmidt mentioned that the CALACT conference will be virtual this year, and it will be held November 3 through November 6. If interested, please go to calact.org. The next Council on Access and Mobility (CAM) meeting is on September 22. The next board meeting is on September 24 and is open to the public. Save the date for the annual meeting, which will be a virtual meeting on Tuesday, December 15. FACT ridership has gone up, not quite to the levels before COVID-19, but there have been more vendors
added to the brokerage, and FACT is still trying to increase capacity.

Sharon Beckas wanted to know about the FACT rides that are free, and how people can receive updates from FACT. Chair Schmidt responded that FACT has a newsletter that you can sign up to receive though the website at FACTSD.org. Additionally, CAM meetings are held every other week and there is no end date to the free fare for RideFACT rides.

11. Upcoming Meetings (Information)
The next SSTAC meeting is scheduled for November 9, 2020, at 10 a.m., and will be a virtual meeting.

12. Adjournment
Chair Schmidt adjourned the meeting at 11:29 a.m.
Confirmed Attendance at SANDAG Social Services Transportation Advisory Council Meeting

September 14, 2020

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<td>Ilse Carey</td>
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| Survivors of Torture, International | Winona Garcia |
|                                     | No |
|                                     | Alicia DeLeon-Torres (Alternate) | No |

| San Diego Center for the Blind       | Marissa Lucero |
|                                     | Yes |
|                                     | Elsa Caballero (Alternate) | Yes |

| Home of Guiding Hands                | Todd Shaw |
|                                     | No |
|                                     | Edward Hershey (Alternate) | No |

| The Arc of San Diego                | Anthony DeSalis |
|                                     | Yes |
|                                     | Melanie McCoy (Alternate) | No |

| ElderHelp                            | Claudia Gavin |
|                                     | Yes |
|                                     | Nansi Kiwanuka (Alternate) | No |

| Standing Agency Members             | Arun Prem |
|                                     | No |

<p>| Facilitating Access to Coordinated Transportation (Seat A) | Meagan Schmidt |
|                                                           | Yes |
|                                                           | Chair |</p>
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2021 SSTAC Meeting Calendar and Update to Charter

Introduction

The SSTAC Charter outlines the meeting time and location for SSTAC meetings as well as the public participation process. SANDAG has traditionally held the SSTAC meetings on the third Monday of every other month. Due to scheduling conflicts, SANDAG is proposing a revision to the SSTAC Charter, beginning in 2021, moving meetings to the third Tuesday of every other month from 10 a.m. to 12 p.m.

SANDAG is also proposing an additional change to the Charter, which would remove the requirement that Individual Members of the SSTAC shall alternate roles between being a primary representative and an alternate on an annual basis. A copy of the Charter, along with the proposed revisions, is included in Attachment 1.
Beginning in 2021, SSTAC meetings will be held on the third Tuesday of every other month from 10 a.m. to 12 p.m. SSTAC holds a public hearing annually for the purpose of receiving public comment on public transit services from the transit-dependent elderly, disabled, and persons of limited means. Per state law, the hearing(s) shall be scheduled to ensure broad community participation and should be rotated among the various communities within San Diego County.

The SSTAC is asked to review and approve the proposed meeting dates for 2021, including the meeting date for the public hearing.

**Proposed Meeting Dates**

January 19, 2021  
March 16, 2021  
May 18, 2021  
July 20, 2021  
September 21, 2021  
November 16, 2021

**Proposed Public Hearing Date:**  
May 18, 2021

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Attachment: 1. Revised SSTAC Charter
COMMITTEE/WORKING GROUP CHARTER
SOCIAL SERVICES TRANSPORTATION
ADVISORY COUNCIL (SSTAC)

PURPOSE

The mission of the Social Services Transportation Advisory Council (SSTAC) is to review, recommend, and promote the development and use of accessible transportation services by:

- Promoting the coordination of transportation serving seniors, individuals with disabilities, and persons of limited means;

- Advising on transportation facilities’ compliance with the requirements of the Americans with Disabilities Act (ADA), the Rehabilitation Act, and the building standards in Title 24 of the California Code of Regulations; and

- Advising on the accessibility and usability of transportation facilities beyond strict interpretation of regulations based on actual experience and knowledge.
LINE OF REPORTING

SSTAC reports to the SANDAG Transportation Committee, which in turn reports to the SANDAG Board of Directors.

RESPONSIBILITIES

SSTAC advises the SANDAG Board of Directors and its Transportation Committee regarding regional issues of accessible transportation provided by the public and private sector. These activities include the following:

1. Review and comment on accessible transportation issues for San Diego Forward: The Regional Plan and other relevant SANDAG plans and programs;

2. Review and comment on the key activities required for the development of the Coordinated Public-Transit Human Services Transportation Plan (Coordinated Plan). This includes assistance with the following activities: assessing current available services; identifying areas of duplicative service and gaps in service; identifying the transportation needs of individuals with disabilities, senior citizens, and persons of limited means;
developing strategies for addressing the service gaps and minimizing the duplication of services; prioritizing transportation services for funding and implementation based on resources, time, and feasibility for implementing the specific strategies identified; and reviewing the draft document for content and language;

3. Serve as the region’s Social Service Transportation Advisory Council within the meaning of California Public Utilities Code (PUC) Sections 99238(c) and 99401.5 by advising and making recommendations to the Transportation Committee on the unmet transit needs of senior citizens and individuals with disabilities, as required by the state’s Transportation Development Act (TDA);

4. Fulfill the requirement in PUC Section 99238.5 that SANDAG establish and implement a public participation process to solicit the input of transit-dependent and transit-disadvantaged persons, including the elderly, persons with disabilities, and persons of limited means;
5. Review and comment on the progress of the region's transit operators in providing accessible transportation to senior citizens and individuals with disabilities;

6. Review and comment regarding the legal and practical requirements of transit access to be analyzed by staff and as legally required and practically feasible, incorporated into the design and construction of transit facilities;

7. Review and comment on the progress of the region’s Consolidated Transportation Services Agency (CTSA) in assisting agencies and organizations to coordinate their transportation services and in implementing other regional mobility management projects;

8. Review and comment on proposed legislation and regulations concerning transportation for seniors and individuals with disabilities;

9. Advise transit operators and other relevant entities regarding programs that promote use of existing transportation programs to better serve seniors and individuals with disabilities;

10. Advise SANDAG on any other major transportation issues, including the
coordination and consolidation of specialized transportation services; and

11. Review and comment on regional issues brought before the SSTAC, which are relevant to the implementation of accessible transportation services under federal and state legislation.

SSTAC discusses issues of a regional nature, not specific to individual transit operators or to individual events or circumstances. Issues not appropriate to SSTAC discussion are referred to the appropriate transit operator or other organization with authority to resolve the issue.

MEMBERSHIP

Membership on SSTAC is designed to fulfill the requirements of PUC Section 99238, of the State of California.

INDIVIDUAL MEMBERS

1. Primary Representatives — The following members shall be selected based on their individual qualifications.

   a. One representative of potential transit users who is a senior, 60 years or older;
b. One representative of potential transit users who is disabled; and

c. Three at-large representatives of the interests of seniors, persons with limited means, or disabled transportation users who are familiar with the ADA and Title 24 regulations.

2. Alternates — An alternate for each of the primary representatives above will be chosen based on their individual qualifications. Alternates shall have voting privileges when the respective primary representative is not in attendance at a meeting.

Individual members shall serve a three-year term. Individual members in each category shall alternate roles between being a primary representative and an alternate on an annual basis.

AGENCY MEMBERS

1. Rotating — The following members shall be selected based on the qualifications of the agency as well as the individual proposed to represent the agency. Each agency member shall identify one primary representative and
one alternate as a part of the application process. Alternates shall have voting privileges when the respective primary representatives are not in attendance at a meeting. Agency members shall serve a three-year term.

a. Two representatives of local social service providers for seniors, including one representative of a social service transportation provider, if one exists;

b. Two representatives of local social service providers for individuals with disabilities, including one representative of a social service transportation provider, if one exists; and

c. One representative of a local social service provider for persons of limited means.

2. Standing — The following members are standing agency members. Standing agency members shall self-appoint primary and alternate representatives at their discretion based on the representative’s role in serving the agency. Standing agency members do not have terms.
a. Two representatives from the local consolidated transportation service agency, designated pursuant to Subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from a transportation service provider, if one exists;

b. One representative from North County Transit District (NCTD) representing fixed-route service;

c. One representative from NCTD representing ADA Paratransit service;

d. One representative from Metropolitan Transit System (MTS) representing fixed-route service; and

e. One representative from MTS representing ADA Paratransit service.

MEMBERSHIP TERM AND SELECTION FOR INDIVIDUAL MEMBERS AND ROTATING AGENCY MEMBERS

SSTAC members shall be chosen by a selection panel and shall serve a three-year term beginning and ending in the month of July. At the end of
their term, members may apply for another three-year term. Three-year terms are staggered among the selected members such that annually, the terms of approximately one-third of the members expire. The membership application and selection process, therefore, occurs annually.

A selection panel shall consist of SANDAG staff and no more than three current members of the SSTAC whose membership position is not open for applications. The selection panel shall select members from a broad representation of social service agencies, transportation providers, and others representing the elderly, the disabled, and persons of limited means; and strive to attain geographic and minority representation among members.

If an agency’s representative should no longer work for the agency s/he is representing on the SSTAC during their term, the agency may appoint a new representative for the remainder of the term. If a member must be replaced, the position will remain vacant until the next selection cycle at which point the position will be advertised and filled along with other available positions.
SELECTION OF THE CHAIR

A Chair and Vice Chair, or Co-Chairs, are nominated and elected annually by the SSTAC to serve one-year terms. The Chair conducts meetings. The Vice Chair shall conduct the meetings in the absence of the Chair. A primary or alternate voting member may be elected Chair or Vice Chair, but would retain his/her status as a primary or alternate voting member during his/her tenure.

ATTENDANCE

If an individual or rotating agency member representative is absent for three consecutive meetings without providing notice of absences to SANDAG in advance of the meetings, the position shall be declared vacant and shall be advertised and filled along with other available positions at the earliest selection cycle.

MEETING TIME AND LOCATION

Meetings are usually held on the third Monday or Tuesday of every other month from 10 a.m. to 12 noon at the SANDAG offices, which are accessible by public transit and within a facility accessible to individuals with disabilities. Additional meetings
or time and date adjustments may be made by SANDAG staff when necessary in accordance with Brown Act and other statutory requirements.

PUBLIC PARTICIPATION PROCESS

SSTAC shall hold a minimum of one public hearing annually for the purpose of receiving public comment on public transit services from the transit-dependent elderly, disabled, and persons of limited means. The hearing(s) shall be scheduled to ensure broad community participation and should be rotated among the various communities within San Diego County.

UNMET TRANSIT NEEDS FINDING

The TDA of the State of California requires that the SSTAC hold a Public Hearing any year in which TDA funds for that year are not fully expended on public transit. The purpose of the hearing is to provide an opportunity for the public to identify potential transit needs that are not being met and are reasonable to be met with the unspent TDA funds. If there are TDA funds that are not expended for public transit in San Diego County, the SSTAC shall hold a minimum of one public hearing for the purposes of receiving
public comment on unmet transit needs from the transit-dependent seniors, disabled persons, and persons of limited means.

**STAFF LIAISON**

SANDAG shall provide staff support for the SSTAC. The services to be provided by SANDAG shall include, but not be limited to, assisting in membership selections, preparing the agenda, sending out meeting notices, preparing records of meetings, and providing a summary of actions and SSTAC comments from previous meetings.

**DURATION OF EXISTENCE**

SSTAC is a standing working group that fulfills a state mandate and shall continue to function unless dissolved by the SANDAG Board of Directors or Transportation Committee.

Revision 1: 8/1/08
Revision 2: 5/17/10
Revision 3: 2/17/12
Revision 4: 9/1/17
Revision 5: 11/13/20