

**Mobility Action Plan (MAP) Phase I Implementation Study
Project Advisory Committee (PAC)**

Meeting Summary

**Wednesday, September 22, 2010 – 10:00 a.m. to 2:00 p.m.
California Department of Aging
1300 National Drive
2nd Floor Conference Room
Sacramento, CA 95834-1992**

10:00 a.m. Welcome, Call to Order and Meeting Outcomes Kimberly Gayle

Presentation on the final draft strategic implementation plan, was presented at June MAP PAC meeting and at the Rural Counties Task Force meeting by our then project consultant Judith Norman Transportation Consultant. We were not able to continue with her but she did provide some good base documents to continue efforts to finalize the Plan. Today we will go through recommendations, identify the next steps, then identify issues to carry forward to get some changes done and make improvements as much as we can within the timeframe we have available.

10:05 a.m. Welcome, Opening Remarks Lynn Daucher

Thank You Kimberly and Tracey, it was one thing to have a consultant to do all this organizing and put together, it's quite another when that consultant leaves at a time when were on three day a month furloughs, no hiring and all kinds of other curtailments of a personnel basis on our workplace. Thank you both many extra hours putting this together on our behalf, we appreciate it.

10:10 a.m. June 16, 2010 Meeting Summary Review & Action Item Follow-up Tracey Frost

Wanted to make sure everyone had access to the seven handouts. Provided highlights from the June 16th meeting: It was the final meeting with the consultant and the consultant provided a draft Strategic Implementation Plan dated June 30th which is posted on Caltrans website. Asked who would be interested being involved with the TDA working group. Added a 12th SIP recommendation on the TAR process. No other comments from the June 16th meeting.

Looked at Handout #2, the Action Item Matrix. Total of 58 items, most have been completed. Two items completed since last meeting: Item #35 on matrix on page 4 – includes and meets with Rural Counties Task Force – completed. Also on page 4, Item #40 – Conducting Roundtable discussion at CalACT – completed.

Jane Perez – mentioned Kimberly, Tracey and herself met with Caltrans Director McKim on the SIP recommendations and she's supportive. We have a meeting scheduled with Director Daucher from Department of Aging and Director McKim, level of coordination as well. Appreciates everyone participation.

Kimberly – CalACT is contractor for RTAP program. Mobility Management conference at next CalACT conference. Several items on Mobility Management and roundtable on the Mobility Action Plan. Director Daucher will be there at the conference and very excited about this.

10:15 a.m. Roll Call

Tracey Frost

Eight (8) persons in attendance: Kimberly Gayle, Lynn Daucher, Tracey Frost, Linda Deavens, Jean Folletta, Phil Maguire, Janice Phillips (Yolo) and Todd Allan.
Telephone: 26 persons including: Arun Prem, Bob Prath, Charles Fenner, Clay Kempf, David Cyra, Frances Jacobs, Floyd Willis, Ginny Doyle, Heather Minninger, Ashad Hamideh, Jacklyn Montgomery, Jane Perez, David Wilder, Katie Heatly, Laura Williams, Melody Goodman, Paul Branson, Philip Trom, Tom Hicks, Tom Dumas, Virginia Webster, Megan Juring, Danielle Kochman, Dana Wiemiller, Drennen Shelton and Brian Travis

10:25 a.m. JARC and New Freedom Presentations - Large Urban Areas discussion on Administering their programs.

Ashad Hamideh, LA Metro - Ashad Hamideh, LA Metro: \$50 million JARC & New Freedom funds received for the UZA region. Work w/ CTSA in region (ASI) and they also receive these funds as well (competitive process). Work with many contractors and have to assist these agencies to meet all requirements. Issue between what is a brokerage and a referral. Mobility managers are not administrative roles. Private-for-profit's are not allowed to be a direct partner in the projects due to 3rd party contracting requirements as well (to encourage private investment). In LA, are the human service agencies involved (Lynn). New Freedom funds = \$11m in LA County (for 11 million people). Is there an issue w/ human service agency involvement due to service comparison w/ larger agencies (Lynn)? Ashad - cost effectiveness is not an issue due to size. Jean Foletta provided a point of clarification and stated the local agencies determine scoring for projects and what emphasis they are putting on the local area. Federal regulations do not require scoring applications on cost effectiveness. Ashad/LA Metro cannot support the CTSA scoring preference because it would violate federal law. Kimberly, the 4th element of the coordinated plan requires prioritization, so the prioritization would be for CTSA's. Ashad, prioritization of strategies, not prioritization of funding. Cannot give a priority for funding for an agency over the others. Kimberly verified that that requirement would violate the federal requirement for statewide competitive selection process. That's correct per Ashad.

- Robert M. Snoddy, Kern COG: not in attendance.

- Drennen Shelton, MTC: Provided feedback on their JARC & New Freedom process. She's filling in for two folks who are on maternity leave. Been filling in for a month and has very little to offer. However comments are very similar to what Ashad said. Small amount of funding for the expectations on the programs. And the amount of programs, 125 lifeline projects that have been funded through JARC program and 40 projects funded through New Freedom program. A lot of work. Held a lot of workshops with the grantees. Good strategy to move people along the progress. In the formal evaluation of the lifeline process. Lifeline is the JARC program. Looking at first cycle projects and some projects in second

cycle. Looking to see if outcomes meet the goals of the program. Will update coordinated plan next year. It is currently 4 years old.

- Danielle Kochman, SANDAG: Referenced 8 volunteer programs who have also developed a volunteer coalition as well. Senior minigrant local sales tax measure for senior transportation program. Similar to new freedom program. Competition of all three programs together (JARC, New Freedom and senior minigrant local sales tax measure). And monitoring as a whole. Have a call for projects out now for all three programs. Outreach to teach potential applicants about the program. Then have specific application workshops too. Found smaller non profit agencies have problems submitting quality applications due to limited staff. Work with them to make sure everything's okay and a better application. One requirement in San Diego, how they incorporate the coordinated plan requirements into high, very high, mid and low. Have to fall into one of the priorities. Projects ranked by 8 categories, and split into 5 point sub criteria. 100 total points. Challenges; collecting data high administrative burden on recipients. Also found difficult to evaluate, capital, mobility, operating type projects. Also weather the money should be looked at as seed money; turns into political issues at the board level, recipients have entitlements to receive money. Vehicle procurements, continuing oversight. The blind leading the blind in procuring correctly. Successes: Big gold star is the volunteer program. Number has increased to 8 or 9. Programs have expanded in services area and passenger program. Volunteer driver coalition. Stabilization of evaluation criteria. Development of a good monitoring program. However some implementation issues; administrative capabilities of some of the recipients making burden of reporting and data not as overwhelming. Making sure recipients have adequate match. Like to see an increase 30% of programs in reauthorization. Combining programs (i.e., 5310 and new freedom) would create more flexibility but does not ease the administration burden. Since JARC serves different population groups, does not make sense to combine with 5310.

Kimberly provided discussion on the Federal Register on the proposed Urban Area Criteria for the 2010 Census; basically will eliminate the small urban area pretty much. Will post Federal Register as part of meeting materials on website to make all aware and send out a notice all participating. Also discussed Chair Oberstar proposal which would mean that Caltrans would no longer administer the 5310 program as a statewide program and would fall under rural.

Clay Kemf, last comment combining 5310 and JARC, want to express some concern about having 5310 distributed by formula has been a goal of some of the large urban areas in California for about 20 years, and small urban and rurals have always opposed that. A study done about 10 years ago showed that doing something like that would adversely effect programs that have shown to be the most effective of delivering specialized transportation and benefit some of the programs that have been less effective. Raises concerns and feel want to express that to this group.

Kimberly will attend a conference in December with other State DOT managers, FTA, and AASHTO begin the reauthorization discussion. Would like to bring feedback from the MAP PAC on recommendations, concerns so she can bring forward. Kimberly would like to request that information added to November Agenda Item, concerns, expressions, ideas regarding reauthorization and how programs should go forward and what would be the impact of combining or leaving as they are or hybrid combination effort.

Linda Deavons. Add agreement with Clay. Her understanding of how concept of combining programs got put on the table was an initiative by AASHTO they represent the larger operators. And to her it's a big money grab. Really don't like it. The smaller programs get overlooked, because they are not transit, they are human service related, they aren't efficient and all of that.

Lynn, this brings an issue, the human service side isn't even aware of impact of the transit folks are. We need to weigh in too. Looking to some of the MAP PAC to come up to speed let other counter parts know in the State to know what the issues are. Need social services weighing in.

Clay, Lynn that's a great comment. Absolutely right getting the word out and needing those groups to weigh in.

David Cyra: What they're saying about that combination of funds, is really true in regards to human service, all you have to do is identify who of the exemplar systems in California, and they're having trouble with the one who actually passes through that money who the human service agency, is not going to be a fair deal.

Kimberly wants to add item to the November meeting. Bring something forward that encompasses something from the transit side and health and human service side so that we can have a combined response. From the State DOT perspective, we have had challenges getting resources in managing these programs. Submitted a request to get permanent resources for JARC and New Freedom. Been a challenge for the last six years running these programs. We've been looking at it from a management and resources perspective and our inability to manage the resources we do have.

Kimberly has spoken to the FTA about contracting out the oversight of the JARC and New Freedom Programs. Have a Request for Offer out for oversight including ARRA due to State Management Review finding.

David Cyra: should be careful and look at all stakeholders that have high interest to use money to reach customers.

Ashad: no formal position yet on federal reauthorization and needs more thought. How to distribute funds and give priorities due to the coordinated plan.

Kimberly would like to incorporate other programs that can be used for match. Can you use Medicaid as a match? Yes. Have to be careful you meet program requirements of both federal programs if you use various federal funds as match.

For example, the Older American Act dollars for transportation can't require any user fee. So that will eliminate combining it with some sort of extended ADA, paratransit service that you might be able to work out with a local provider because they feel their mandated to charge a fee and you could create some really cost effective, innovative programs if that barrier were not in place.

11:30 a.m. Presentation and Discussion: Statewide Implementation Plan, Kimberly Gayle, Office Chief, Caltrans
- Kimberly reviewed the PPT presentation.

Where we are now – we've completed the two year study, have a new project manager, Tracey Frost, and Caltrans staff and Director Daucher will see the project to the end.

What documents we now have: The Final Legislative Report, The Stakeholder Involvement Process Report, Summary of all coordinated plans, divided into two reports – Urbanized Areas and Rural Counties.

The document presented in June is the Strategic Implementation Plan. It is incomplete, in final draft, currently/continuing taking comments.

SIP Purpose – provide documentation of what is statutorily required and recommended strategies on how to coordinate. The SIP recommendations intended to provide a mutual benefit.

Went over the 12 SIP recommendations. Formulated into four key areas. Provided comments to the MAP PAC and give a chance to respond.

Plan is to review comments. Comments will be revised to coincide with the recommendations. Look at feedback we've received from the recommendations, discuss with the committee, and then utilize feedback how we should move forward with the recommendation. At CalACT conference we will do the same. And same with TDA working group. Kimberly wants to make sure we have allowed sufficient time for this large state to have opportunity to provide input into these recommendations. The secretaries of state will ask who has seen this, what kind of comments have we received and how widely distributed that is. That is why we are having this extensive review effort. Take that into consideration before we finalize the SIP document.

- Regulatory changes can only be made by the CA Transp. Commission which oversees CalTrans (not CalTrans staff).

12:00 p.m. Lunch and Discussion

12:30 p.m. Presentation and Discussion: Statewide Implementation Plan (Continued), Kimberly Gayle, Office Chief, Caltrans

- Lynn serves at the pleasure of the governor.
- Discussed NEMT and hospital discharges as an issue. Discussed the Dallas and NCDOT statewide study & regional hospital coordinator demonstration project experiences from the 90's.
- Discussed local NEMT pilot recommendation. Many partnering agencies agreed to assist with this recommendation (i.e. Paratransit, Inc., etc.).
- Tracey referenced attending the Easter Seals Project Action - Paducah MSAA webinar yesterday.
- RouteMatch Software Mobility Management Summit. Kimberly referenced being invited to attend the RouteMatch summit next month to present on the work of the MAP-PAC.
- Upcoming outreach activities. Outreach event at CalACT and presentation on SIP recommendations at the next TDA working group.

1:30 p.m. Upcoming Transportation Development Act Working Group, October 25, 2010 meeting, Tracey Frost, Caltrans Project Manager

- Tracey discussed in previous agenda item.

1:50 p.m. Closing Remarks / Adjourn Kimberly Gayle and Lynn Daucher

- Next meeting: Nov. 10, 2010: 10am - 2pm PDT, SoCal location - TBD.