

# Metropolitan Transportation Commission Programming and Allocations Committee

September 10, 2014

Resolution No. 4097, Revised

**Subject:** Consolidated Transportation Service Agency (CTSA) Designation for Solano Transportation Authority in Solano County

**Background:** In 1979, the California Legislature enacted AB 120, the Social Service Transportation Improvement Act, which mandated improvements to social services transportation, and led to the creation and designation of Consolidated Transportation Service Agencies (CTSAs). MTC's 2013 update to the Coordinated Public Transit – Human Services Transportation Plan (“Coordinated Plan,” MTC Resolution No. 4085), included descriptions of, and steps for designating CTSA's within the Bay Area.

CTSAs are a mechanism for promoting the concept of mobility management. By law, CTSAs in the San Francisco Bay Area are designated by MTC to identify and consolidate all funding sources and maximize the services of public and private transportation providers within their geographic area. Currently, there is one CTSA designated in the Bay Area, which is Outreach and Escort, Inc. in Santa Clara County.

In June 2014, MTC received a request from the Solano Transportation Authority for a countywide CTSA designation (attached), in accordance with the recommendations identified in the Solano Mobility Management Plan. Consistent with the Coordinated Plan, MTC notified the Solano County Board of Supervisors, Solano County Paratransit Coordinating Council, Fairfield – Suisun Transit, Vacaville City Coach, Dixon Redit-Ride, Rio Vista Delta Breeze, and Solano Transit of Solano Transportation Authority's request. The Paratransit Coordinating Council submitted a letter of support for this designation; no other responses were received. Solano Transportation Authority has provided materials to support their request, including a description of their services and coordination activities.

Over the past several years the Solano Transportation Authority has been actively planning and implementing a number of successful coordination activities that involve multiple stakeholders aimed at improving mobility and transportation outcomes for Solano's transportation-disadvantaged populations.

Staff recommends approving CTSA status to the Solano Transportation Authority until September 30, 2017 with the condition that the Authority will be precluded from receiving either Transportation Development Act or State Transit Assistance funding except as awarded through MTC's Lifeline Transportation Program or as previously eligible per California Public Utilities Code 99233.12 for countywide transit planning and coordination purposes.

**Issues:** None.

**Recommendation:** Refer MTC Resolution No. 4097, Revised to the Commission for approval.

**Attachments:** Solano Transportation Authority CTSA Request Letter  
Solano County Paratransit Coordinating Council Support Letter  
MTC Resolution No. 4097, Revised

June 18, 2014

Mr. Steve Heminger  
**Metropolitan Transportation Commission**  
101 Eighth St.  
Oakland CA 94607

**RE: STA's CTSA Designation Request for Solano County**

Dear Mr. Heminger:

I am writing on behalf of the Solano Transportation Board (STA) Board to request the Metropolitan Transportation Commission (MTC) designate the Solano Transportation Authority (STA) as the Consolidated Transportation Services Agency (CTSA) for Solano County. On June 11, 2014, the STA Board unanimously took action to request CTSA designation by MTC for Solano County (see attachment A).

Over the past several years, the STA has been actively planning and implementing a number of mobility management programs to help meet the mobility needs of our growing population of seniors, people with disabilities and low income residents. In April of this year, the STA adopted its first countywide Mobility Management Plan and we appreciate the support that MTC staff has provided during this process. Solano's senior and people with disabilities population will increase significantly in the next five to ten years and Solano's Mobility Management Plan (see attachment B) outlines a number of programs that STA and our partner agencies and non-profits are interested in implementing.

The Plan was developed in partnership with our transit operators, Solano's Paratransit Coordinating Committee (PCC), Senior and People with Disabilities Advisory Committee, and other stakeholders. As highlighted in MTC's Coordinated Plan for the region, the STA recognizes that new, countywide coordinated programs and services that cut across specific modes of transportation will be necessary to address the transportation needs of these segments of our population. The Solano Mobility Management Plan outlines the initial implementation of four countywide programs: a Countywide In-Person ADA Eligibility Assessment Program, a Mobility Management Call Center (including a Mobility Management website), a Travel Training program, and an Older Driver Safety Information program. The Countywide In-Person ADA Eligibility Assessment Program was successfully implemented July 1, 2013 by the STA, in partnership with the County's transit operators, and the program will be commemorating the completion of its first full year in operation. The other three programs have all been authorized by the STA Board and currently are being developed with implementation scheduled to take place between July and September of 2014. These were also priority programs as identified in the STA's 2011 countywide Transportation Study for Seniors and People with Disabilities and several Community Based Transportation Plans.

As part of the Solano Mobility Management Plan, the formation of a Consolidated Transportation Services Agency (CTSA) was raised, discussed and evaluated. Based on this evaluation, a CTSA Proposal was developed by the STA and reviewed and discussed by the PCC, Transit Operators, Senior and People with Disabilities Advisory Committee, and unanimously approved by the STA Board. This CTSA proposal reflects that the STA has been effectively functioning as a CTSA for the past few years by advancing the implementation of the programs noted above.

STA Letter to MTC's SHeMinger dated June 18, 2014  
RE: STA's CTSA Designation Request for Solano County

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We look forward to MTC approving the STA's request to be designated the CTSA for Solano County and to continue to work together with MTC and our local partners to successfully advance mobility management programs in Solano County. Please contact STA Executive Director Daryl Halls at (707) 424-6075, if you have any questions.

Sincerely,



Osby Davis, STA Chair  
Mayor, City of Vallejo

Attachments:

- A. CTSA Designation Staff Report from STA Board Meeting of June 11, 2014
- B. Solano Mobility Management Plan Approved April of 2014
- C. STA's CTSA Proposal for Solano County

Cc: James Spring, MTC Commissioner and Solano County Supervisor  
STA Board Members  
Solano County Board of Supervisors  
Alix Bockelman, MTC  
Jennifer Yeamans, MTC  
Brad Kilger, City Manager, City of Benicia  
Jim Lindley, City Manager, City of Dixon  
Janet Koster, Dixon Read-Ride  
David White, City Manager, City of Fairfield  
Wayne Lewis, Transit Manager, Fairfield and Suisun Transit  
Tim Chapa, City Manager, City of Rio Vista  
John Harris, Interim Transit Manager, Rio Vista Delta Breeze  
Mona Babauta, General Manager, Solano County Transit  
Suzanne Bragdon, City Manager, City of Suisun City  
Laura Kuhn, City Manager, City of Vacaville  
Brian McLean, Transit Manager, Vacaville City Coach  
Dan Keen, City Manager, City of Vallejo  
Birgitta Corsello, County Administrator, County of Solano  
Matt Tuggle, Engineering Manager, County of Solano  
Edith Thomas, Solano PCC Chair  
Daryl Halls, STA Executive Director  
Liz Niedziela, STA Transit Manager



Solano Transportation Authority

... working for you!

## SOLANO TRANSPORTATION AUTHORITY

Member Agencies:

Benicia ♦ Dixon ♦ Fairfield ♦ Rio Vista ♦ Suisun City ♦ Vacaville ♦ Vallejo ♦ Solano County

One Harbor Center, Suite 130, Suisun City, CA 94585-2473 ♦ Telephone (707) 424-6075 / Facsimile (707) 424-6074  
Email: [staplan@sta-snci.com](mailto:staplan@sta-snci.com) ♦ Website: [sta.ca.gov](http://sta.ca.gov)

Ms. Drennen Shelton  
Metropolitan Transportation Commission  
101 Eighth St.  
Oakland CA 94607

RE: CTSA Designation Request

Dear Drennen,

Over the past several years, the Solano Transportation Authority (STA) has been developing its first countywide Mobility Management Plan. The Mobility Management Plan is a key step in planning for the mobility needs of the increasing senior population as well as people with disabilities and the low-income of all ages in Solano County. The Solano Paratransit Coordinating Council (PCC) was involved with the development of this plan and recommended its approval to the STA Board. The Plan was approved by the STA Board in April 2014.

The PCC committee members recognize that countywide coordinated programs, including social service and other agencies that offer a variety of transportation services, will be necessary to address the mobility needs of seniors, people with disabilities, and the low-income in the years ahead. The Solano Mobility Management Plan outlines the implementation of four countywide programs: a Mobility Call Center (including a Mobility Management website), a Travel Training program, an enhanced ADA Assessment program and an Older Driver Safety Information program.

The ADA In-Person Eligibility program was implemented July 2013. As of April 2014, almost 900 evaluations have been conducted in Solano County. The PCC was supportive of this new process because it eliminated the applicant's lengthy application and verification of an existing disability signed by a medical professional. Many times, applicants were not able to complete the application and relied on Social Services agencies for assistance. Now applicants and current paratransit riders who want to recertify can attend an in-person evaluation in their community where a qualified assessment team conducts the interviews and functional assessments to determine ADA paratransit eligibility. Similar successful outcomes are also anticipated for the remaining three mobility programs in the final stages of implementation.

In the Mobility Management Plan, the role and function of a Consolidated Transportation Services Agency (CTSA) was also discussed. A CTSA Proposal was developed and reviewed by the PCC. The CTSA Proposal recommends that the STA Board function as Solano's CTSA and that a PCC member be included on the CTSA Advisory Committee. On June 11, 2014 the STA Board approved this CTSA Proposal and the PCC promptly took action at our June 16, 2014 special meeting to support this request for designation. The STA has been developing and

implementing mobility management programs in Solano County that the PCC continues to support.

Please contact Liz Niedziela, Transit Program Manager at (707) 399-3217 you have any questions.

Sincerely,



Edith R. Thomas  
Chair, STA PCC

cc: PCC Members

Date: May 22, 2013  
W.I.: 1311  
Referred By: PAC  
Revised: 09/24/14-C

ABSTRACT

Resolution No. 4097, Revised

This resolution adopts Consolidated Transportation Service Agency (CTSA) Designations for the San Francisco Bay Area.

The following attachments are provided with this resolution:

Attachment A — Consolidated Transportation Service Agency (CTSA) Designation Process for the San Francisco Bay Area

Attachment B — Designations of Consolidated Transportation Service Agencies (CTSAs) within the San Francisco Bay Area

This resolution was revised on September 24, 2014, to add the Solano Transportation Authority as a CTSA, subject to conditions listed on Attachment B.

Further discussion of this action is included in the Programming and Allocations Summary sheet dated May 8, 2013 and September 10, 2014.

Date: May 22, 2013  
W.I.: 1311  
Referred By: PAC

Re: Consolidated Transportation Service Agency (CTSA) Designation for the San Francisco Bay Area

METROPOLITAN TRANSPORTATION COMMISSION  
RESOLUTION NO. 4097

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code 66500 *et seq.*; and

WHEREAS, the California Legislature enacted the Social Service Transportation Improvement Act (Chapter 1120, Statutes of 1979) (hereafter referred to as AB 120) with the intent to improve transportation service required by social service recipients; and

WHEREAS, AB 120 requires that each transportation planning agency shall prepare, adopt and submit to the Secretary of the Business, Transportation and Housing Agency an Action Plan for coordination of social service transportation services in their respective geographic area (Government Code Section 15975); and

WHEREAS, the Action Plan must include the designation of one or more Consolidated Transportation Service Agency(ies) within the geographic area of jurisdiction of the transportation planning agency (Government Code Section 15975(a)); and

WHEREAS, the Metropolitan Transportation Commission adopted the MTC Regional Action Plan for the coordination of Social Service Transportation (MTC Resolution 1076, Revised); and

WHEREAS, the Coordinated Public Transit—Human Services Transportation Plan Update (MTC Resolution No. 4085) includes the steps for designating Consolidated Transportation Service Agencies within the San Francisco Bay Area; now, therefore, be it

RESOLVED, that MTC designates the agency(ies) listed on Exhibit B, which is incorporated herein as though set forth at length, as Consolidated Transportation Service Agency(ies); and be it further

RESOLVED, that the Executive Director may forward this resolution to the California Department of Transportation (Caltrans), and such agencies as may be appropriate.

METROPOLITAN TRANSPORTATION COMMISSION



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Amy Rein Worth, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California on May 22, 2013.

Date: May 22, 2013  
W.I.: 1311  
Referred By: PAC

Attachment A  
Resolution No. 4097  
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### **Consolidated Transportation Service Agency (CTSA) Designation Process for the San Francisco Bay Area**

MTC's process and conditions for designating CTSA's are set forth in the Coordinated Public Transit—Human Services Transportation Plan Update for the San Francisco Bay Area, MTC Resolution 4085. The process is as follows:

1. Applicant makes request.
2. MTC notifies the County Board of Supervisors, the Paratransit Coordinating Councils (PCCs), and transit operators of its intent to designate a CTSA in the County.
3. MTC staff evaluates candidates for consistency with mobility management activities as outlined in the Coordinated Public Transit-Human Services Transportation Plan.
4. MTC's Programming and Allocations Committee reviews and recommends CTSA designation.
5. Commission adopts CTSA designation.
6. MTC notifies CTSA, transit operators, State of California and PCC of CTSA designation.

Under this process, MTC's evaluation of CTSA candidates take into account various factors, including but not limited to:

- Past CTSA designations and performance; relevance of activities to current coordination objectives.
- Scale of geography covered by designation request.
- Extent to which the applicant was identified as the result of a county or subregionally based process involving multiple stakeholders aimed at improving mobility and transportation coordination for transportation-disadvantaged populations.
- The applicant's existing and potential capacity for carrying out mobility management functions described in this chapter as well as other requirements of CTSA's as defined by statute.
- Institutional relationships and support, both financial and in-kind, including evidence of coordination efforts with other public and private transportation and human services providers.

Date: May 22, 2013  
W.I.: 1311  
Referred By: PAC  
Revised: 09/24/14-C

Attachment B  
Resolution No. 4097  
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**Designations of Consolidated Transportation Service Agencies (CTSAs)  
within the San Francisco Bay Area**

<b>Date of Designation</b>	<b>Period of Designation</b>	<b>Name of Agency</b>	<b>Geographic Area</b>
5/22/2013	7/1/2013 – 6/30/2017	Outreach & Escort, Inc. <sup>1</sup>	Santa Clara County
9/24/2014	10/1/2014 – 9/30/2017	Solano Transportation Authority <sup>2</sup>	Solano County

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<sup>1</sup> This designation was approved for a four-year period ending June 30, 2017. This designation limits claimant eligibility under California Public Utilities Code Section 99275 and California Code of Regulations (CCR) 6681 and 6731.1 to allow Outreach & Escort, Inc. to only claim STA funds programmed as part of MTC's Lifeline program. Access to Transportation Development Act (TDA) funds and other STA funds is not permitted. Other benefits available to CTSAs are granted through this designation.

<sup>2</sup> This designation was approved for a three-year period ending September 30, 2017. This designation limits claimant eligibility under California Public Utilities Code Section 99275 and California Code of Regulations (CCR) 6681 and 6731.1 to allow Solano Transportation Authority to only claim STA funds or TDA programmed as part of MTC's Lifeline program or as previously eligible per California Public Utilities Code 99233.12 for countywide transit planning and coordination purposes. Other benefits available to CTSAs are granted through this designation.