

access

AGENDA

TRANSPORTATION PROFESSIONALS ADVISORY COMMITTEE MEETING
Thursday, September 8, 2022
9:30 a.m. - 11:30 a.m.

***Webinar - Please see note below**

Time	Item	Item Description	Presenter	Disposition	Pages
	1.	Call to Order/Roll Call	Chair	Action	
	2.	Approve July 14, 2022 Minutes	Chair	Action	4-8
	3.	General Public Comment	Chair/Public	Information	
	4.	Executive Director's Report	Andre Colaiace	Information	
	5.	Diversity, Equity, & Inclusion Plan	Alvina Narayan	Presentation	
	6.	Free Fare/Travel Training Survey	Eric Haack	Presentation	
	7.	Operations Report	Rogelio Gomez	Presentation	
	8.	TPAC Officer Elections	Matthew Avancena	Action	9-10
	9.	TNC Working Group Volunteers	Matthew Avancena	Possible Action	
	10.	New Business Raised Subsequent to the Posting of the Agenda	Members	Possible Action	

11. Adjournment

Chair

Action

Access Services does not discriminate based on disability. Accordingly, Access Services seeks to ensure that individuals with disabilities will have an equal opportunity to participate in the range of Access Services events and programs by providing appropriate auxiliary aids and services to facilitate communication. In determining the type of auxiliary aids and services for communication that will be provided, primary consideration is given to the request of the individual with disabilities. However, the final decision belongs to Access Services. To help ensure availability of those auxiliary aids and services you require, please make every effort to notify Access Services of your request at least three (3) business days (72 hours) prior to the meeting in which you wish to utilize those aids or services. You may do so by contacting (213) 270-6000.

Note: Access Transportation Professionals Advisory Committee meetings are held pursuant to the Ralph M. Brown Act [Cal. Gov. Code §54950] and are open to the public. The public may view and obtain all written information supporting this agenda provided to the committee both initially and supplementary prior to the meeting at the agency's offices located at 3449 Santa Anita Avenue 3rd Floor, El Monte, California and on its website at <http://accessla.org>. Documents, including Power Point handouts distributed to the committee by staff or committee members at the meeting will simultaneously be made available to the public. Three opportunities are available for the public to address the committee during a committee meeting: (1) before a specific agenda item is debated and voted upon regarding that item and (2) general public comment. The exercise of the right to address the committee is subject to restriction as to time and appropriate decorum. All persons wishing to make public comment must fill out a yellow Public Comment Form and submit it to Access staff. Public comment is generally limited to three (3) minutes per speaker and the total time available for public comment may be limited at the discretion of the Chair. Persons whose speech is impaired such that they are unable to address the committee at a normal rate of speed may request the accommodation of a limited amount of additional time from the Chair but only by checking the appropriate box on the Public Comment Form. Granting such an accommodation is in the discretion of the Chair. The committee will not and cannot respond during the meeting to matters raised under general public comment. Pursuant to provisions of the Brown Act governing these proceedings, no discussion or action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. However, the committee may direct staff to investigate and/or schedule certain matters for consideration at a future committee meeting and the staff will respond to all public comment in writing prior to the next meeting.

***NOTE**

NOTICE OF ALTERNATIVE PUBLIC COMMENT PROCEDURES

Pursuant to temporary revised Brown Act requirements, TPAC committee members will be participating via webinar. The public may submit written comments on any item on the agenda - 1) through email by addressing it to - tpac@accessla.org or 2) via US Postal mail by addressing it to - Access Services TPAC Comments, PO Box 5728, El Monte CA 91734. Please include your name, item number and comments in the correspondence. Comments must be submitted/received no later than 8:00 am on Thursday, September 8, 2022 so they can be read into the record as appropriate.

The public may also participate via the Zoom webinar link, or by teleconference. Please review the procedures to do so as follows -

How to Provide Public Comment in a Board Meeting via Zoom

Online

1. Click the Zoom link for the meeting you wish to join. Meeting information can be found at: https://accessla.org/news_and_events/agendas.html. Make sure to use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain

functionality may be disabled in older browsers including Internet Explorer. You may also use this direct link - <https://us06web.zoom.us/j/89542586338>

2. Enter an email address and your name. Your name will be visible online while you are speaking.
3. When the TPAC Chair calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak. Mute all other audio before speaking. Using multiple devices can cause an audio feedback.
4. Please note that the "Chat" feature is not enabled during the meeting for general public attendees. If you cannot use the "raise hand" feature, the please submit a written comment as outlined above.
5. When called, please limit your remarks to three minutes. An audio signal will sound at the three-minute mark and the Chair will have the discretion to mute you at any point after that. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.

Note: Members of the public will not be shown on video.

By phone

1. Call the Zoom phone number and enter the webinar ID for the meeting you wish to join. Meeting information can be found at: https://accessla.org/news_and_events/agendas.html
2. You can also call in using the following information -
3. Dial (for higher quality, dial a number based on your current location):
US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or 833 548 0282 (Toll Free) or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free)
Webinar ID: 895 4258 6338
4. When the TPAC Chair calls for the item on which you wish to speak, press *9 to raise a hand. Speakers will be notified shortly before they are called to speak. Speakers will be called by the last four digits of their phone number. Please note that phone numbers in their entirety will be visible online while speakers are speaking.
5. If you cannot use the "raise hand" feature, the please submit a written comment as outlined above.
6. When called, please state your name and limit your remarks to three minutes. An audio signal will sound at the three-minute mark and the Chair will have the discretion to mute you at any point after that. After the comment has been given, the microphone for the speaker's Zoom profile.

TRANSPORTATION PROFESSIONALS ADVISORY COMMITTEE
MEETING MINUTES FOR THURSDAY JULY 14, 2022

CALL TO ORDER

Chairperson Diane Amaya called the meeting to order at 9:38 am.

INTRODUCTIONS

TPAC members and alternates in attendance: Diane Amaya (City of Redondo Beach, Beach Cities Transit) , Silva Baghdanian (City of Glendale), Nicole Carranza (Pomona Valley Transportation Authority), Gracie Davis (OCTA), Chaka Garbutt (Long Beach Transit), Fayma Ishaq (METRO), Kevin Parks McDonald (Foothill Transit), Trini Ramirez (City of Pasadena, DOT), Esteban Rodriguez (Antelope Valley Transportation Authority), Janna Smith (LADOT), Jesse Valdez (East Los Angeles Regional Center) and Frazier Watts (Gardena Bus)

TPAC Members absent: Eric Hoch (Santa Monica Big Blue Bus), Adrianna Kendricks (Montebello Bus Lines), and James Lee (Torrance Transit)

Access staff in attendance: Andre Colaiace, Hector Rodriguez, Matthew Avancena, Eric Haack, Tamika Arana, Faustino Salvador, Melissa Lucero

APPROVE MAY 12, 2022 MEETING MINUTES

Motion: Chairperson Diane Amaya entertained a motion to approve the May 12, 2022 minutes.

First: Kevin Parks McDonald

Second: Frazier Watts

Vote: Via roll call, all were in favor, minutes approved.

Abstentions: Gracie Davis, Chaka Garbutt and Esteban Rodriguez

GENERAL PUBLIC COMMENT

Mel Bailey made a public comment. He stated that Access drivers should receive training for communicating and interacting with visually impaired individuals.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Andre Colaiace, announced that L.A. Metro approved the Access budget for fiscal year 2022-2023. He discussed funding for initiatives related to contractor hiring assistance, workforce retention and consumer price index adjustments. Staff also proposed a taxi rate adjustment to help service providers attract qualified taxi subcontractors.

Mr. Colaiace concluded his report with a grant update. Access submitted a project request to the FTA for their FY 2022 buses and bus facilities program. Access proposed a fleet electrification pilot project. If approved, Access will purchase 14 accessible battery electric Ram ProMasters and establish charging stations at multiple maintenance yards in Los Angeles County.

TNC OVERFLOW SERVICE

Deputy Executive Director, Hector Rodriguez, presented on TNC Overflow Service. He discussed how a steady growth in ridership is adversely affecting on-time performance and other KPIs. Historically, contractors relied on taxi drivers to supplement ADA trips. However, shifts in the taxi industry have made it an unreliable alternative for meeting forecasted demand. In response, Access staff is proposing a pilot program to utilize TNCs when expected demand exceeds capacity or when operational issues require additional resources. The program is voluntary and will require riders to opt into the service. The proposal limits the number of subcontracted trips by TNCs to 10%. Staff will present this item to the Access Board in August.

Public Comment

Mel Bailey made a public comment. He stated that TNCs are a viable service option. He has concerns with the logistics of rerouting trips in an efficient manner. Mr. Bailey concluded his comment with concerns related to driver qualifications.

Yael Hagan made a public comment. She commended staff for exploring new service options. She supports that the program will be an opt-in service.

PARENTS WITH DISABILITIES UPDATE

Strategic Planner, Eric Haack, provided the Parents with Disabilities (PWD) update. The PWD program is designed for Access customers who have young children and use Access to drop-off and/or pick-up their children from school or school-related activities. There are currently 36 program participants. Approximately 5,300 trips were made between August 2021 and May 2022. Mr. Haack concluded his update

with results from a telephone survey conducted to gather feedback on the program. Overall, participants indicated they were satisfied with the service.

DODGE PROMASTER PROTOTYPE

Fleet Maintenance Analyst, Tamika Arana, presented the 2022 Dodge ProMaster Prototype. It is the newest addition to the Access fleet and is a low floor, full size ADA van. Rear seating in the vehicle accommodates up to four ambulatory passengers. D-rings are also available to support riders with service animals. The van is equipped with a Freedman Seatlink alert system. The safety feature monitors and logs the seatbelt status of every seat in the vehicle. Access currently has 101 units on order. Production is expected to begin in September 2022.

Public Comment

Yael Hagan made a public comment. She stated that low floors on a vehicle can present a challenge when navigating through parking structures or speed bumps. Ms. Hagen stated that cutaways in the past were not ideal for passengers in wheelchairs. She suggested adding a rail for riders to hold onto during trips. Lastly, she recommended introducing greater safety precautions for riders transferring from a mobility device to a seat on the vehicle.

Mel Bailey made a public comment. He stated that steps inside a vehicle pose a challenge for passengers who need to access the rear area. He expressed that vans with low floors absorb shock and stress, creating an uncomfortable experience for riders in the rear seats. He has concerns about the size of the seats. He also stated that current vans are not optimized for desirable temperatures. Mr. Bailey commended the dual doors and concluded his comment by asking for clarification on the vehicle's camera placement.

Fernando Roldan made a public comment. He asked about the environmental friendliness of the new vehicles. He was hoping to see more electric vehicles, or vans that use clean gas.

OPERATIONS REPORT

Project Administrator, Faustino Salvador, presented the Operations Report for May 2022. He provided an update on key performance indicators and highlights for each service area. The Where's My Ride app and online reservation system are seeing great success. When comparing 2021 to 2020, ETA requests and online reservations are up 116% and 88%, respectively.

Mr. Salvador also discussed operational challenges. Ridership demand is increasing, and contractors are struggling with adequate staffing levels. Contractors are assessing operations and optimizing resources to address driver shortages. Most providers increased wages and implemented recruitment incentives to help attract applicants. Access also partnered with Metro to set up a referral program for prospective bus drivers who do not complete bus operator training.

Mr. Salvador concluded his report with operational highlights. Access hosted a TransMAC meeting. Members of TransMAC provide mutual assistance to each other in the event of an emergency. He also commended Tom Irvin, MV Transit General Manager, on his retirement.

Public Comment

Fernando Roldan made a public comment. He suggested partnering with the State of California Employment Development Department for recruitment assistance. Mr. Roldan also asked for Access staff to address long wait times during peak service months.

Mel Bailey made a public comment. He welcomed MV Transit's new General Manager, Shawn Brophy. He asked if an analysis was conducted to understand operational challenges that occurred during the month of May. He concluded his comment by inquiring about the reinstatement of non-shared rides. He also readdressed vehicle air conditioning, cameras, and safety.

Yael Hagan made a public comment. She thanked Mr. Irving for his service in the Northern Region and welcomed Shawn Brophy.

OFFICER NOMINATION SUBCOMMITTEE

Director of Planning, Matthew Avancena, provided an update on the upcoming TPAC officer elections. He asked for two TPAC members to serve on the Officer Nomination Subcommittee. Gracie Davis and Diane Amaya volunteered to assist.

Public Comment

Mr. Fernando Roldan made a public comment. He expressed his interest in serving on Access' advisory committees.

NEW BUSINESS RAISED SUBSEQUENT TO THE POSTING OF THE AGENDA

None raised.

ADJOURNMENT

Motion: Chairperson Diane Amaya requested a motion to adjourn at 11:21am.
First: Jesse Valdez
Second: Gracie Davis
Vote: Meeting adjourned at 11:21am.

SEPTEMBER 8, 2022

ITEM - 8

TO: TPAC

FROM: MATTHEW AVANCENA, DIRECTOR, PLANNING AND
COORDINATION

RE: TPAC OFFICER ELECTIONS FY 2022-2023

ISSUE:

In accordance with Transportation Professionals Advisory Committee Bylaws, it is necessary to elect new officers for TPAC for Fiscal Year 2021-2022.

RECOMMENDATION:

Re-elect Diane Amaya from Beach Cities Transit (City of Redondo Beach) as chairperson and Fayma Ishaq from L.A. Metro as vice-chair.

BACKGROUND:

The TPAC bylaws require that officer elections take place for the Chairperson and Vice-Chairperson to fill 12-month terms effective September 2022 through October 2023.

Staff notified TPAC members of the need to hold elections at the July 2022 meeting and requested volunteers to serve on the nominating subcommittee. Diane Amaya (Redondo Beach) and Gracie Davis (Orange County Transportation Authority) volunteered to serve on the nominating committee.

Attached are the relevant portions of the TPAC Bylaws that address officer elections:

Article 5 - Officers

Committee members will recommend a Chairperson and Vice-Chairperson for consideration by the Board Chair. If ratified by the Board Chair, the term is one year from September through October.

Officers will be elected every year at the August meeting by a **ROLL CALL VOICE VOTE** of the majority of the members present. Officer seats will be limited to two consecutive terms served by any one individual, subject to Board chair ratification.

Duties of the Chairperson

The Chairperson will preside at the meetings and will represent the Committee at meetings of the Access Services Board of Directors and Board committees, when appropriate.

Duties of the Vice Chairperson

The Vice-Chairperson shall perform the duties of the Chairperson in the absence of the Chairperson.

Vacancies of Officer Positions

A vacancy of an officer position shall exist in the following circumstances:

- (a) the resignation or death of an officer;
- (b) the removal of an officer by a **ROLL CALL VOICE VOTE** of the majority of the Committee;
- (c) the removal of an officer as a member of the Committee by the Board of Directors as provided in Article 3 of these bylaws.

Filling Vacancies of Officer Positions

Except as otherwise provided in these Bylaws, vacancies of an Officer position shall be filled by approval of the affirmative **ROLL CALL VOICE VOTE** of the members present at a regularly scheduled or special meeting held pursuant to Article 7 of these bylaws. Access staff will provide nominations to the Board of Directors. One (1) or more individuals may be nominated for any Committee vacancy.

In the event of a vacancy of the officer position of Chair, the presiding Vice-Chair officer will automatically assume the role of Chair for the remaining term. There will then be an election conducted for the Vice-Chair position by approval of the affirmative **ROLL CALL VOICE VOTE** of members present at a regularly scheduled or special meeting held pursuant to Article 7 of these bylaws.