



**GCTD Technical Advisory Committee (TAC)  
10:00 a.m. - Wednesday, October 17, 2018  
Gold Coast Transit District - Board Room**

**Meeting Summary**

**TAC Members Present:** Treena Gonzalez, County of Ventura; Sergio Albarran, City of Ventura; Ryan Kim, City of Oxnard; Ellen Debord, City of Ojai; and Claire Grasty, VCTC

**TAC Members Absent:** Don Villafana, City of Port Hueneme

**GCTD Staff Present:** Steve Brown, General Manager; Vanessa Rauschenberger, Director of Planning and Marketing; Matt Miller, Planning Manager; Beatris Megerdichian and Austin Novstrup, Transit Planners; Andy Mikkelson, Director of Operations; Margaret Heath-Schoep, Paratransit Manager; Cynthia Torres Duque, Marketing and Communications Manager

**Members of the Public:** Michelle Woomer, City of Thousand Oaks

**1. Call to Order/Introductions**

Chair Treena Gonzalez called the TAC meeting to order at 10:01 a.m.

**2. Public Comments (items not on the agenda)**

None.

**3. Committee Members' Comments**

Sergio Albarran announced that City of Ventura staff attended the National Association of City Transportation Officials (NACTO) conference in Los Angeles. He mentioned that it was a great event and attendees received a LA Metro tap card to use on buses.

Claire Grasty announced that she attended the APTA conference in Nashville. She mentioned that it was a great event that included sessions on ballot measures, future mobility and safety rules. Claire informed members that the safety rules will be presented to TRANSCOM. Since VCTC is a Tier II provider under TAM, they will be providing information regarding safety rules to all operators.

Additionally, Claire mentioned that the college ride program is going well and hopes to do an in-depth analysis of the program at the end of the semester. Claire informed members that VCTC staff is also working on the Transportation Emergency Preparedness plan and progressing on the one-call one-click project.

Ryan Kim informed TAC members that the bus stop amenities at Forest Park and River Park Blvd collapsed. He mentioned that it might be beneficial to investigate new types of shelters.

#### **4. Staff Comments**

Vanessa Rauschenberger informed members that GCTD staff received Human Trafficking Training provided by Interface. She mentioned that GCTD operators will receive the same Human Trafficking training during safety meetings. The training focused on training the operators on signs of human trafficking activity including sex and labor trafficking. Vanessa extended an invitation to TAC members to attend the schedule for the safety meetings.

Vanessa announced that GCTD will be offering free flu shots on October 29<sup>th</sup> from 12pm-2pm in the GCTD board room.

Matt Miller thanked Ryan Kim for meeting with him and Austin Novstrup to assess Route 23 bus stop locations. They discussed ideas on how they can improve that corridor and prepare for the new CMAQ Grant funded Route 23.

#### **5. Approval of the September 2018 Meeting Summary**

Sergio Albarran made a motion to approve the September meeting summary. Treena Gonzalez seconded the motion and it passed unanimously.

#### **6. Fixed-Route & Paratransit Services update – 1st Quarter and Year End FY2018 -19 – Matt Miller and Margaret Heath-Schoep**

Matt Miller informed members that for the 1<sup>st</sup> quarter of FY 2018-19, ridership has increased 1.5% over the 1<sup>st</sup> quarter of last year. GCTD has been able to implement programs to encourage more ridership this quarter like Summer Free Fare Saturdays. This program resulted in an increase in the number of passengers carried by GCTD in the months of July and August. Additionally, GCTD is participating in VCTC's county-wide College Ride Free program and is resulting in large increases in ridership systemwide. In the month of September, approximately 27,000 trips were taken through the college student ride compared to 1,229 trips in September 2017.

Additionally, Matt mentioned that the on-time performance was at 89% which is close to our 90% goal. Elimination of weekend service on route 19 slightly increased ridership on routes 20 ,4A and 4B.

Margaret Heath informed TAC members that GO ACCESS boarding increased 6.90% during the 1<sup>st</sup> quarter this year when compared to the 1<sup>st</sup> quarter of last year. She mentioned that the double digit increase we have experienced over the recent years are beginning to level out.

Margaret announced that GCTD will be implementing the IVR system. The automated system will call the day prior to give the passenger an option to cancel their trip if they no longer need it. The day of the schedule trip, the automated system will call 7 minutes prior to pick up to remind the passenger to come out and meet the vehicle. This will help eliminate no shows and reduce the dwell time the vehicle spends waiting for passengers. Margaret hopes to have the system implemented at the end of October.

Margaret informed members that 8 cutaways from 2008 will be replaced with 5 Nor-Cal vans in December. The vehicles will undergo two modifications. One, the wheelchair ramp will slide out and then deploy. The second modification will be an automatic floor board that will come out underneath the vehicle to reduce the gap between the vehicle and the pavement. She hopes to have the vehicles by January and retire the cutaway vans.

Sergio Albarran made a motion to approve the draft Fixed-Route & Paratransit Services update to be presented at the November Board Meeting. Ryan Kim seconded the motion and it passed unanimously.

## **7. Comprehensive Efficiency Analysis Update – Matt Miller**

Matt Miller presented the draft results from the Comprehensive Efficiency Analysis which evaluated GCTD operations service planning and recommended different strategies to reduce the cost of moving GCTD operations from the current facility to the new facility at 1901 Auto Center Dr. He provided members two attachments that included 25 scenarios with differing levels of strategies to reduce the cost associated with the move.

Matt went over the details of the various scenarios and combinations of the recommendations that were presented in each scenario. The recommendations include reliefs in the field, meals on the road, durations limits, trippers mixed in, and relaxing duty types. Matt informed members that two additional scenarios have been requested from the consultant which include meals at Oxnard Transit Center only and 75-minute breaks and include am trippers only.

Vanessa Rauschenberger mentioned that GCTD will be phasing the changes overtime including some in January service changes and the rest later. She reminded members that historically they have not had breaks in the field however, she suggested a good approach would be to phase in some of these changes overtime in future service adjustments.

Matt Miller informed members that the recommendations will change daily operations routines and may pose a challenge when it comes to adapting to the changes. He also mentioned that there will positive benefits that come of the changes including reduced long break times and less 12-hour days for operators.

## **8. Receive Report Publication from Transit Center “From Sorry to Superb: Everything You Need to Know about Great Bus Stops” – Vanessa Rauschenberger**

Vanessa Rauschenberger provided a copy of the publication by Transit Center to members. She pointed out NACTO’s street design guide and its principles, bus stop balancing as well as maintenance procedures and the responsibilities of different partners. She mentioned that this will be used as a guide for the updated bus stop guidelines and could be a useful reference tool for TAC members.

## **9. Facility Update – Vanessa Rauschenberger**

Vanessa Rauschenberger informed TAC members that concrete has been poured and interior work is underway. Due to weather delays, GCTD has received an extension, granted by FTA, on the Transit Asset Management (TAM) plan. She also mentioned that staff is working on preliminary planning for the opening date.

## **10. Development Updates – Beatris Megerdichian**

Beatris Megerdichian reminded members that GCTD staff has continued to attend Oxnard and Ventura DAC meetings and has been providing comments and conditions on various development projects.

Claire Grasty mentioned that the pedestrian and bike improvements in City of Ventura are going to make significant improvements. She also mentioned that the Village Park-n-Ride at the Wagon Wheel has not been determined. She suggested meeting with City of Oxnard planners and developers.

**11. Future Agenda Items**

CTA conference overview

**12. Adjournment**

Chair Treena Gonzalez adjourned the meeting at 10:57 a.m.



**GCTD Technical Advisory Committee (TAC)  
Sign-in Sheet  
October 17, 2018 10:00 a.m.**

Agency Represented	Committee Member		Committee Alternate	
	Initials	Name	Initials	Name
Ojai	EDP	Ellen Debord		Greg Grant
Oxnard	K	Ryan Kim		Debbie O'Leary
Port Hueneme		Don Villafana		Charles Cable
San Buenaventura	J	Sergio Albarran		Jeff Hereford
County of Ventura	TG	Treena Gonzalez		David Fleisch
VCTC (ex-officio)	CG	Claire Grasty		Aaron Bonfilio
GCTD (staff)	V	Vanessa Rauschenberger	mm BM L	Matt Miller Beatris Megerdichian Austin Novstrup

**Others in attendance:**

Name	Organization	Phone Number
Andy Mikkelsen	GCTD	X111
Michelle Woomer	City of Thousand Oaks	
M. Schaepp	GCTD	X120
Steve Braun	GCTD	
Amthia Roque	GCTD	X110