Meeting Summary

**TAC Members Present:** Jason Lott, City of Port Hueneme; Jeff Hereford, City of Ventura; Martin Erickson, City of Oxnard; Kathy Connell, Ventura County, and Vic Kamhi, VCTC (ex-officio).

**TAC Members Absent:** Drew Lurie, City of Ojai.

**GCT Staff Present:** Steve Rosenberg, Director of Administrative Services; Helene Buchman, Director of Planning and Marketing; Margaret Heath, Paratransit and Special Projects Manager; Chuck McQuary, Vanessa Rauschenberger, Claire Johnson-Winegar, Transit Planners, and Cynthia Torres, Marketing and Communications Manager.

**Members of the Public:** Sal Knutson, MV Transportation.

1. **Call to Order/Introductions**

Chair Kathy Connell called the TAC meeting to order at 1:40 p.m. and introductions were made.

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

None.

3. **Committee Members’ Comments**

Jeff Hereford announced that the City of Ventura will shortly begin work on new shelters for the VTC. These will be in addition to the current in-place structures. Kathy reported that the southbound bus stop at Hwy. 33/Loma is now open.

4. **Staff Comments**
Helene Buchman distributed a draft of the current language for AB664 (Williams), which would allow Gold Coast Transit to become a District in place of a Joint Powers Authority (JPA).

Margaret Heath presented a review of GCT’s Title VI Civil Rights Program Assessment Update for Capital and Operating Assistance and provided a copy to TAC of the draft document.

5. Approval of the February 2013 Meeting Summary

Jason Lott made a motion to approve the meeting summary. Jeff Hereford seconded the motion and it passed unanimously.

6. Route 11 Reconfiguration Update- Vanessa Rauschenberger

The Route 11 Telephone Road/Wells Center buses are running late because of two stops now in place at the VTC, one by westbound buses going to the Community Memorial Hospital (CMH) and the other on the return trip from the hospital for the eastbound trip. When the bus book was published in February both eastbound and westbound buses were scheduled to stop on Telegraph Road and not enter the VTC. However, it was subsequently determined that access to the VTC for transferring passengers was too difficult for those in wheelchairs. GCT then determined that buses should instead go into the VTC for east and westbound trips and still serve CMH. Also, GCT bus operators reported that heavy usage by wheelchair riders was preventing some from boarding, as capacity on the bus is limited to two (2) wheelchairs. Planning has scheduled a ridership survey to provide data that will determine if additional service is needed to accommodate wheelchair passengers, and, whether boardings/departures at CMH warrants continued service.

7. Preliminary Service Plans for August, 2013- Vanessa Rauschenberger

Vanessa distributed charts outlining GCT’s next planned service change. The charts reflected both constraints and opportunities that have been considered in the preliminary plans for the change. Essentially, the August plans would:
- Implement new route 20 service that would mirror the current Route 19, thereby providing bi-directional service to replace the current one-loop serving two arterials; 5th Street and Gonzales Road. A Jobs Access Reverse Commute (JARC) grant would cover 50% of its cost;
- Add weekends for Route 21 Pacific View Mall/Victoria Avenue/Centerpoint Mall service;
- Add Booster bus to Route 11;
- Add weekends to both Routes 19 and 20 service;
- Eliminate one (1) Tripper bus.

No action was taken by TAC as this was an information only item.
8. **Preliminary Discussions on Fiscal Year 2013/2014 Budget—Steve Rosenberg**

Steve gave an overview of the factors that will play a part in GCT’s budget development process. Because the local jurisdictions are also developing their next years’ budgets, he suggests reserving a large amount of time at TAC’s April 17th meeting to review and discuss GCT’s draft budget. He will provide input to TAC by April 10th to allow for sufficient preparation prior to the meeting.

9. **Bus Stop Signs: Replacement Process—Claire-Johnson-Winegar**

Claire reported that bus stop route number stickers that do not fit properly and look messy are being replaced progressively. The stickers had been causing Passenger confusion due to overlapping of numbers, i.e., Rt. 610. Further bus stop improvements include development of improved sign design and procurement of stickers that can withstand weather conditions and last longer.

10. **Review of Replacement Farebox Capabilities—Steve Rosenberg**

New fareboxes will be delivered next week and installation in buses two weeks later. An orientation program for GCT employees will follow thereafter. These are standard GFI fareboxes that will be able to support the next generation of SMARTCARD.

11. **ACCESS Medical Trips Only—Margaret Heath**

Margaret distributed a handout that outlined the planned eligibility requirements for this new program, with regard to the following:

- Hours of service;
- Service area;
- Fares;
- Reservation process;
- Trip restrictions;
- Eligibility.

A brochure describing the program will be sent to all medical facilities that ACCESS currently serves. The program will be designed so as not to detract from GCT’s fixed route service. The next steps are to seek TAC’s approval at next month’s meeting and then present it to the Board for their review and approval.

12. **Future Agenda Items**

- GCT’s Spring 2013 Public Outreach Program
- ACCESS Medical Trips Only Program
- FY2013/2014 Budget Review
13. Adjournment

Chair Connell adjourned the meeting at 3:10 p.m.

Minutes Approved:
# GCT Technical Advisory Committee (TAC)
## Sign-in Sheet
### March 20, 2013 1:30 p.m.

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<th>Agency Represented</th>
<th>Committee Member</th>
<th>Committee Alternate</th>
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<td>Ojai</td>
<td>Drew Lurie</td>
<td>TBD</td>
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<td>Oxnard</td>
<td>Martin Erickson</td>
<td>Ashley Golden</td>
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<td>Port Hueneme</td>
<td>Jason Lott</td>
<td>Andy Santamaria</td>
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<td>San Buenaventura</td>
<td>Jeff Hereford</td>
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<td>Rick Gallegos</td>
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<td>County of Ventura</td>
<td>Kathy Connell</td>
<td>David Fleisch</td>
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<td>VCTC (ex-officio)</td>
<td>Vic Kamhi</td>
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<td>Claire Johnson-Winegar</td>
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<td>GCT (staff)</td>
<td>Helene Buchman</td>
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### Others in attendance:

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<tr>
<th>Name</th>
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<tr>
<td>Margaret Battle</td>
<td>GCT</td>
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<td>Sol Knutson</td>
<td>MyTransvara/LM</td>
<td>988 7508</td>
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<td>Steve Rosenblatt</td>
<td>GCT</td>
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<tr>
<td>Natasha</td>
<td>GCT</td>
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