



# CITY OF SIMI VALLEY

*Home of the Ronald Reagan Presidential Library*

## **ADA PARATRANSIT ADVISORY COMMITTEE MEETING QUARTERLY MEETING THURSDAY, JANUARY 21, 2021 AT 3:00 P.M.**

Zoom Online Meeting:

<https://simivalley.zoom.us/j/96980513026>

Or by Telephone: Dial US: +1 669 900 9128

Meeting ID: 969 8051 3026

**IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND STAY WELL AT HOME ORDER RESULTING FROM THE NOVEL CORONAVIRUS, THE CITY IS NOT CONDUCTING IN-PERSON MEETINGS. TO FIND OUT HOW YOU MAY ELECTRONICALLY PARTICIPATE IN THE ADA PARATRANSIT ADVISORY COMMITTEE MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO ITEM 7 OF THIS AGENDA.**

### **AGENDA**

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Agenda Review
4. Approval of Minutes:           October 17, 2019 and January 16, 2020
5. Report of ADA Advisory Committee Chair (Open)
6. Representative Reports
  - A. Mayor (Keith Mashburn)
  - B. Deputy Public Works Director (Transit) (Ben Gonzales)
7. Public Statements

This time is allotted for anyone who wishes to make a public statement or comment on matters within the subject matter and jurisdiction of the ADA Paratransit Advisory Committee. Comments are limited to five minutes per speaker, to allow everyone the opportunity to be heard.

# ADA PARATRANSIT ADVISORY COMMITTEE MEETING AGENDA

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## 8. Reports:

- A. Update on Passenger Statistics (Eric Molina)
- B. Travel Training Update (Suspended due to Covid-19)

## 9. New Business

- A. ADA Paratransit Advisory Committee Recruitment (Christopher Latham)
- B. New Rider's Guide Mailing Update (Eric Molina)

## 10. ADA Paratransit Advisory Committee Member Comments

This time is allotted for Committee members to make a statement or comment on matters within the subject matter and jurisdiction of the ADA Paratransit Advisory Committee, which may include announcements and/or requests for future agenda items.

## 11. ADA Paratransit Advisory Committee Coordinator's Report (Open)

## 12. Suggested Future Agenda Items

## 13. Adjournment:

## 14. Next meeting: Thursday, April 15, 2021, 3:00 p.m. Location TBD

/s/

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Ronald K. Fuchiwaki  
Public Works Director

If any interested individual has a disability that may require accommodation to participate in this meeting, please contact Simi Valley Transit's Dial-A-Ride services at (805) 583-6464. Upon advance notification of the need for accommodation, reasonable arrangements will be made to provide accessibility to the meeting.

**MEETING MINUTES**

1. Call to Order

Donna Delaney called the meeting to order at 3:05 p.m. and verified a quorum was present.

2. Roll Call

Mercedes Cordova	A
Carol Thomas	P
Donna Delaney	P
Linda Eisenberg	P
Ruth Lauro	P
Barbara Waite (alternate)	P
Steven Dean (alternate)	P

P: Present A: Absent V: Vacant

Staff: Ben Gonzales, Deputy Public Works Director (Transit)  
Christopher Latham, Acting Transit Operations Manager  
Eric Molina, Acting Transit Supervisor

3. Agenda Review

No Revisions were made to the agenda.

4. Approval of Minutes

Linda Eisenberg moved to approve the minutes of July 18, 2019, and Carol Thomas seconded the motion. The minutes were approved by a consensus of the ADA Paratransit Advisory Committee.

5. Report of the ADA Paratransit Advisory Committee Chair

No Report

6. Representative Reports

- A. City Council Liaison: No report.
- B. Public Works Director: No report.
- C. Deputy Public Works Director (Transit): No report.

7. Public Statements

Alice Bitting mentioned that we should provide more materials for sight impaired individuals.

Sarah Sarahsantituro asked about locating bus information on our website and had questions on the schedules and where to find information.

8. Continued Business

Ben Gonzales provided an update on the new dispatch software being implemented after the beginning of the New Year, along with the tablets for the DAR vans.

9. New Business

A. Ben Gonzales presented a power point presentation to explain the new fixed routes being implemented and what service areas would be covered. He discussed the new apps for tracking the buses in real time and upcoming fare options for passengers.

B. Update on Travel Training

Christopher Latham stated they have Travel Training each quarter and the next scheduled Travel Training is January 21, 2020 at the Senior Center. Christopher mentioned that MMP would not be presenting anymore due to the loss of funding. Simi Valley Transit would be conducting both parts of the training.

C. Update on Passenger Statistics

Eric Molina went over the statistical chart and shared data for the last quarter.

9. ADA Paratransit Advisory Committee Member Comments

None.

10. ADA Paratransit Advisory Committee Coordinator's Report

None

11. Suggested Future Agenda Items

Eric Molina updates on the Riders Guide.

12. Adjournment: By consensus of the Committee, the meeting adjourned at 4:20 p.m.

**MEETING MINUTES**

1. Call to Order

Barbara Waite called the meeting to order at 3:00 p.m.

2. Roll Call

Mercedes Cordova	A
Carol Thomas	A
Donna Delaney	A
Linda Eisenberg	A
Ruth Lauro	A
Barbara Waite (alternate)	P
Steven Dean (alternate)	P

P: Present A: Absent V: Vacant

Staff: Ben Gonzales, Deputy Public Works Director (Transit)  
Christopher Latham, Acting Transit Operations Manager  
Eric Molina, Acting Transit Supervisor

3. Agenda Review

No Revisions were made to the agenda.

4. Approval of Minutes

No quorum, approval of minutes to be carried over to April 16, 2020.

5. Report of the ADA Paratransit Advisory Committee Chair

No Report

6. Representative Reports

A. Update on Passenger Statistics:

Eric Molina went over the statistical chart and shared data for the last quarter.

B. Travel Training Update:

Christopher Latham stated they have Travel Training each quarter and the next scheduled Travel Training is January 21, 2020 at the Senior Center. Christopher mentioned that MMP would not be presenting anymore due to the loss of funding. Simi Valley Transit would be conducting both parts of the training.

C. Deputy Public Works Director (Transit):

Ben Gonzales provided an update on Dial-A-Ride dispatch and routing scheduling software. City is in the process of finalizing the agreement with the vendor.

7. New Business

A. Christopher Latham advised that six of the seven Committee members will be at the end of their term end of April and will be starting the ADA Paratransit Advisory Committee Recruitment on January 30<sup>th</sup> through February 14<sup>th</sup>. Posting will be placed on the DAR Van and drivers will have applications on hand to hand out.

B. Eric Molina provided an update on the revisions and updates to the Riders Guide. Eric went over the Rider's Guide sections and discussed changes and updates.

8. ADA Paratransit Advisory Committee Members Comments

None.

9. ADA Paratransit Advisory Committee Coordinator's Report

None.

10. Adjournment: By consensus of the Committee present, the meeting adjourned at 3:45 p.m.