

TULARE COUNTY REGIONAL TRANSIT AGENCY (TCRTA) TECHNICAL ADVISORY COMMITTEE

January 3, 2022, 1:00-3:00 P.M.

**Tulare County Association of Governments
210 N. Church St. Suite B
Visalia, CA 93291
(559) 623-0450**

NOTE: This meeting will allow Board Members and the public to participate in the meeting via Teleconference, pursuant to Assembly Bill 361 at https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB361.

Zoom Meeting | Direct Link: <https://us06web.zoom.us/j/84626998543?pwd=ZDNKMdVwNmVKVHJnUmp4T2NEV1NCdz09>

Toll Free Call in: (888) 475-4499 | **Meeting ID:** 84626998543 | **Passcode:** 782553

Call in only instructions: Enter your meeting ID followed by #, Enter # for participant ID, Enter the passcode followed by #.

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, including auxiliary aids, translation requests, or other accommodations, or to be able to access this agenda and documents in the agenda packet, please contact the Tulare County Association of Governments ("TCAG") office at 559-623-0450 at least 3 days prior to the meeting. Any staff reports and supporting materials provided to the Board after the distribution of the agenda packet are available for public inspection at the TCAG office.

If information is needed in another language, contact (559) 623-0450.

Si se necesita esta información en español, llame (559) 623-0450.

Kung ang kailangang impormasyon ay sa Tagalog, tawagan ang (559) 623-0450

NOTICE TO THE PUBLIC **PUBLIC COMMENT PERIOD**

During public comment period, members of the public may comment on any item of interest to the public and within the subject matter jurisdiction of TCRTA Subcommittees but not appearing on this agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for Board consideration. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak with a total of fifteen (15) minutes allotted for the Public Comment Period. Speakers are requested to state their name(s) and address(es) for the record.

TULARE COUNTY REGIONAL TRANSIT AGENCY TECHNICAL ADVISORY COMMITTEE (TAC)

I. CALL TO ORDER, WELCOME, AND ROLL CALL

II. PUBLIC COMMENTS

III. TAC CONSENT ITEMS

1. ACTION: Approve the November 1, 2021, Meeting Minutes (Pages 01-04)

IV. TAC ACTION/DISCUSSION ITEMS:

1. ACTION: Approve Draft TCRTA and TAC Meeting Schedule (Pages 05-06)
2. ACTION: Approve Draft Fare Model (Pages 07-08)
3. ACTION: Approve Draft Fare Changes (Pages 09-14)
4. ACTION: Approve Draft Service Changes (Pages 15-16)
5. DISCUSSION: Public Transportation Agency Safety Plan (Pages 17-19)

IIV. ADJOURN

The next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Subcommittees will be held on Monday, February 7, 2022, at 1:00 p.m. at the Tulare County Association of Governments, via Zoom 210 N. Church St. Suite B, Visalia, CA 93291.



TULARE COUNTY REGIONAL TRANSIT AGENCY

TECHNICAL ADVISORY COMMITTEE

Greg Gomez
Eddie Valero
Jose Sigala

Monte Reyes
Kuldip Thusu

TCRTA STAFF

Rich Tree, Executive Director

*The TCRTA is temporarily receiving support from the Tulare County Association of Governments.

OFFICE INFORMATION



Tulare County Association of Governments

210 N. Church Street, Suite B

Visalia, CA 93291

Phone: (559) 623-0450

Fax: (559) 733-6720

www.tularecog.org

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TULARE COUNTY REGIONAL TRANSIT AGENCY (TCRTA) TECHNICAL ADVISORY COMMITTEE MINUTES

November 1, 2021, 1:00-3:00 P.M.

**Tulare County Association of Governments
210 N. Church St. Suite B
Visalia, CA 93291
(559) 623-0450**

Any staff reports and supporting materials provided to the Board at Board meetings are available for public inspection at the TCAG office.

**If information is needed in another language, contact (559) 623-0450 / tcaginfo@tularecag.ca.gov.
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TULARE COUNTY REGIONAL TRANSIT AGENCY TECHNICAL ADVISORY COMMITTEE (TAC) MINUTES

I. CALL TO ORDER, WELCOME, AND ROLL CALL 1:00pm

II. PUBLIC COMMENTS

Public comments opened and closed at 1:01pm. No public comments were heard.

III. TAC CONSENT ITEMS

1. ACTION: Approve the October 4, 2021 Meeting Minutes

Upon motion by Member Valero and second by Member Reyes, the minutes were unanimously approved by members present.

IV. TAC ACTION/DISCUSSION ITEMS:

1. **STATUS AND REVIEW: APPROVE REMOTE ATTENDANCE AT PUBLIC MEETINGS PURSUANT TO STATE ASSEMBLY BILL 361**

Mr. Sigala provided an overview of the information regarding AB 361 and how it affected the committee. Mr. Tree provided local information regarding Covid-19 statistics. Discussion ensued among the committee regarding remote participation, Covid 19 and AB 361 proforma requirements.

Upon motion by Member Valero and Second by Member Thusu, the item was unanimously approved.

2. **ACTION: APPROVE FARE SIMPLIFICATION**

Mr. Tree discussed Fare Free program and participation in the Cal ITP program. He further discussed FTA requirements with regard to service and fare changes. Mr. Tree gave a brief overview of the half fare policy and justification of peak time. He stated that most agencies felt it was easiest to provide half fare throughout the service time and that TCRTA doesn't meet the 50 vehicle and over 200,000 population thresholds. Mr. Tree discussed challenges around setting fares for different agencies and provided examples of fare simplification which included the breakdown of fixed route and dial-a-ride fares. Discussion ensued among members regarding consistent fares, zones and tap on and tap off user experience.

Upon motion by Member Reyes and second by Member Thusu, the item was unanimously approved.

3. **ACTION: APPROVE ADVERTISEMENT OF AN RFP FOR THIRD PARTY CONTRACTOR**

Mr. Tree reported on the internal discussions of quality of service. He further reviewed expanding on the Greenline and partnering with Visalia and detailed that staff wanted to be mobility managers and help them plan their trip and provide more services. He stated that such services are generally contracted out and most contracts were expiring at the end of the year. He further discussed vehicle fleets, the Dinuba contract, and automobile insurance potentially with CalITP and the fluctuating market.

Mr. Miller and Ms. Soper discussed details regarding bids and contracts for their respective agencies. Discussion ensued regarding the scope of advertisement and maintenance, existing agreements, and the plan to bring maintenance and customer service in-house and advertising the RFP.

Upon motion by Member Sigala and second by Member Thusu, the item was unanimously approved.

4. **ACTION: APPROVE TCRTA BOARD WORKSHOP**

Mr. Tree stated that he and Chair Sigala wanted to bring the information gleaned from the CalACT workshop and share it with the other members. He further stated that it could be an opportunity to discuss service planning, routes, budget planning and other transit related information. He stated that it was possible to bring in guest speakers on ADA or other transit industry experts.

Upon motion by Chair Sigala and second by Member Reyes, the item was unanimously approved.

5. ACTION: APPROVE SUPPORT FOR THE 2022 REGIONAL TRANSPORTATION PLAN

Mr. Kimball provided an overview of the Regional Transportation Plan; sharing that it was federally required and updated every four years. He described scenario development on transportation, land use, GHG reduction targets and improving air quality. He went on to shared details of the three scenarios with the TCRTA Technical Advisory attendees and invited attendees to take the survey and provide feedback.

Mr. Smalley stated that there would be a recommendation to widen two sections of 99 in the valley. He discussed the importance of 99 for transit, highlighting right of way acquisition, interchange and economic development in city of Tulare. He emphasized that 99 was critical for our county and discussed Finish the 99 Coalition and plans to finance within 12 years and the request to consider support from the TCRTA.

Upon consensus of members present, Chair Sigala stated that he would draft a letter of support.

6. DISCUSSION: TCRTA STAFFING PLAN

Mr. Tree discussed developing a long-term staffing plan and reviewed the draft organizational chart provided with the staff report. He described key roles and strategies for initial discussion.

In other discussion, Mr. Tree further stated that the next meeting conflicted with the TCAG meeting. Ms. Davis requested feedback on what the board would like to see for the budget workshop portion. Discussion ensued among members to add a budget comparison for what was initially set, where we are and a projection for 2022, cash and accrued based comparison. Further discussion was had regarding staff working on a three-year projected budget, not necessarily to be ready for the December meeting.

V. ADJOURN

The meeting adjourned at 2:46pm.

The next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Technical Advisory Committee will be held on Monday, December 13, 2021, at 1:00 p.m. at the Tulare County Association of Governments, via Zoom 210 N. Church St. Suite B, Visalia, CA 93291.

TULARE COUNTY REGIONAL TRANSIT AGENCY

TECHNICAL ADVISORY COMMITTEE

Greg Gomez	NP	Monte Reyes	P
Eddie Valero	P	Kuldip Thusu	P
Jose Sigala	P		

P= Present NP= Not Present

Others Present: Teres Ortega, Angelina Soper, Ross Miller

TCRTA STAFF*

OFFICE INFORMATION

Rich Tree, Executive Director

*The TCRTA is temporarily receiving support from the Tulare County Association of Governments.

Rich Tree, TCRTA Executive Director	P
Jennie Miller, TCAG Associate Regional Planner EH	P
Elizabeth Forte, TCAG Principal Regional Planner	NP
Servando Quintanilla Jr., TCAG Administrative Clerk II	P
Brideget Moore, TCAG Analyst III	P
Leslie Davis, TCAG Finance Director	P
Holly Gallo, TCAG Office Assistant III	P
Giancarlo Bruno, Regional Planner	P
Sheela Bhongir, Regional Planner	NP

P= Present NP= Not Present

Tulare County Association of Governments

210 N. Church Street, Suite B

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WWW.TULARECOG.ORG

Item IV-1: ACTION: Approve Draft TCRTA and TAC Meeting Schedule

2022 TCRTA and TAC Meeting Calendar with Meeting Locations

<u>TAC Meeting</u> <u>(1st Monday, 1:00 p.m.)</u>	<u>TCRTA Board Meeting</u> <u>(3rd Monday, 3:00 pm)</u>	<u>Location #</u>
January 3, 2022	January 24, 2022*	Tulare County Human Resources & Development 2500 W. Burrel Avenue Visalia, CA 93291
February 7, 2022	February 28, 2022*	Tulare County Human Resources & Development 2500 W. Burrel Avenue Visalia, CA 93291
March 7, 2022	March 21, 2022	Tulare County Human Resources & Development 2500 W. Burrel Avenue Visalia, CA 93291
April 4, 2022	April 18, 2022	Tulare Ag Auditorium 4437 S. Laspina Tulare CA 93274
May 2, 2022	May 16, 2022	Tulare County Human Resources & Development 2500 W. Burrel Avenue Visalia, CA 93291
June 6, 2022	June 27, 2022	Tulare County Human Resources & Development 2500 W. Burrel Avenue Visalia, CA 93291
July 11, 2022*	July 18, 2022*	TBD
August 1, 2022	August 15, 2022	Woodlake Community Center 145 N. Magnolia Street Woodlake, CA 93286
September 12, 2022*	September 19, 2022	Lindsay Wellness Center 860 N. Sequoia Lindsay, CA 93247
October 3, 2022	October 17, 2022	Porterville Fire Department Training Facility 500 N. Newcomb Street Porterville, CA 93257
November 7, 2022	November 21, 2022*	TBD
December 5, 2022*	December 19, 2022*	TBD

* Exception to standard board meeting dates is due to Holidays

Meeting locations are subject to change.

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Tulare County Regional Transit Agency
Technical Advisory Committee (TAC)

AGENDA ITEM IV-2

January 3, 2022

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Action: Approve Draft Fare Model

BACKGROUND:

Every transit agency must eventually address fare policy, structure, and technology, and, while each of these areas has typically been evaluated separately, it is important to understand the interrelationship among them. Policy generally guides the direction for structure, but technology decisions can also affect decisions regarding structure as well as policy.

In general, there are three basic decision-making scenarios: policy-driven (changes based on goals), technology-driven (changes based on the type of technology selected), and service-driven (changes based on the need to integrate a new mode or service into the system).

Major fare policy goals can be categorized as customer-related, financial, management, or political. Because of the widespread decline in ridership the general emphasis in the industry has shifted from a primary concern with generating revenue to an equal emphasis on increasing ridership.

DISCUSSION:

The transit industry has debated the advantages and disadvantages of the flat versus distance-based and zone-based fare models. It is argued that distance-based is beneficial because it can enable generation of higher revenues associated with serving longer trips and/or providing premium service. However, the industry has leaned toward flat-fare schemes with market-based elements.

The following is a list of distance-based fare models typical in the transit industry:

Distance-based – fare is charged based on the distance traveled.

Zone-based – fare is charged based on the number of geographical “zones” traveled.

Flat Fare – a constant fare is charged regardless of distance traveled.

Although fare levels and strategies affect transit use, variables can have a strong influence. Determining the relative effects of the variables (economy, fuel prices, employment) is challenging and complicated by gaps or inconsistencies in the data for key variables.

The advent of electronic fare payment can improve the customer experience and reduce bus operator’s responsibilities. But there can be “trade-offs” between electronic fare payment and the fare model depending on the service area demographics.

For example, while distance-based fares combined with the use of electronic fare payment is advantageous to both the agency and customer, it is a disadvantage to those that are unbanked, underbanked, or cash paying. In other words, those that pay with a credit or debit card are those that benefit from a distance-based fare model.

To assist those that are unbanked or underbanked, a significant amount of investment must be made to the region's retail sales outlets to alleviate the disadvantages. For example, ticket vending machines capable of accepting cash to load a smart card or retail point of sale equipment at convenient stores.

Additionally, residents that reside in rural communities also travel the longest distance to access jobs, healthcare, and shopping typically centered in the urban areas. Based on the agencies service area demographics, a distance-based fare model would have a negative effect on riders located outside of the urbanized areas.

RECOMMENDATION:

That the Technical Advisory Committee approve a flat fare model with the following variables:

1. A flat fare based on the service category (local and commuter);
2. A flat fare based on the service type (ADA paratransit and On-Demand); and
3. Authorize staff to propose flat fare model to member agencies.

FISCAL IMPACT:

Flat fare model is consistent with historical fare revenue generation which has a neutral effect on fiscal impact since fare revenue generation is driven by ridership.

ATTACHMENT:

None

Tulare County Regional Transit Agency
Technical Advisory Committee (TAC)

AGENDA ITEM IV-3

January 3, 2022

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Action: Approve Draft Fare Changes

BACKGROUND:

The Federal Transit Administration's Office of Civil Rights works with transit providers to ensure that the impacts of service and fare changes are not discriminatory and are distributed equitably to minority and low-income populations. The FTA also seeks to ensure that minority, low-income, and limited English proficient communities have an equal opportunity to participate in the public involvement process that often precedes a decision to change service and fares.

FTA's Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," provides service and fare equity guidance to transit agencies with 50 or more fixed route vehicles in peak service in large urbanized areas (over 200,000 in population). All "providers of public transportation to which this Section applies shall develop written procedures consistent with this Section to evaluate, prior to implementation, any and all service changes that exceed the transit provider's major service change threshold, as well as all fare changes, to determine whether those changes will have a discriminatory impact based on race, color, or national origin.

Additionally, the Americans with Disabilities Act (ADA) requires that, "the fare for a trip charged to an ADA paratransit eligible user of the complementary paratransit service shall not exceed twice the fare that would be charged to an individual paying full fare for a trip of similar length, at a similar time of day, on fixed route."

Finally, 49 U.S.C. Chapter 53 requires transit operators that fares charged to elderly and handicapped persons during non-peak hours will not exceed one-half of the rates generally applicable to other persons at peak hours. This requirement is often called "Reduced Fare" or "Half-Fare" policy.

DISCUSSION:

Since TCRTA does not currently meet the threshold of operating 50 or more fixed route vehicles in peak service, 27 TCRTA vehicles, and is not located in an urbanized area of 200,000 or more in population, TCRTA is only required to set system-wide standards and policies in its Title VI Plan. These system-wide requirements state the general prohibition of discrimination on the grounds of race, color, or national origin. Additionally, TCRTA shall include the public participation when considering service and fare changes.

The current fare structure, from each member agency, is listed below in the following tables:

Fixed Route					
Member Agency	General	Senior/ADA	Day Pass	7-Day Pass	Regional Pass
Dinuba	\$1.00	\$1.00/\$.50	N/A	N/A	\$55.00
Exeter (VT)	\$1.75	\$.85	\$3.50/\$2.50	\$14.00/\$7.50	\$55.00
Farmersville (VT)	\$1.75	\$.85	\$3.50/\$2.50	\$14.00/\$7.50	\$55.00
Lindsay (TCaT)	\$2.00	\$1.00	N/A	N/A	\$55.00
Porterville	\$1.50	\$.75	\$3.00/\$1.50	N/A	\$55.00
Tulare	\$1.50	\$.75	N/A	N/A	\$55.00
Woodlake	N/A	N/A	N/A	N/A	N/A
County	\$2.00	\$1.00	N/A	N/A	\$55.00

Demand Response				
Member Agency	General	Senior/ADA	Youth	Local Monthly Pass
Dinuba	\$2.00	\$1.25/\$.75	\$1.75	\$35.00 (Student/Senior)
Exeter (VT)	\$4.00	\$2.25	\$4.00/\$2.25	\$75.00
Farmersville (VT)	\$4.00	\$2.25	\$2.25	\$75.00
Lindsay (TCaT)	\$3.00	\$2.00/\$1.00	\$3.00	N/A
Porterville	\$5.00	\$2.50		N/A
Tulare	\$3.25	\$2.00	\$2.50/\$1.25	N/A
Woodlake	\$1.00	\$.25	\$1.00	N/A
County	\$3.00	\$2.00/\$1.00	\$3.00	N/A

At the Board meeting held on November 15, 2021, the Board of Directors approved the action of simplifying the fare structure to make riding the bus less complex and easier to use.

Staff is recommending the following Definitions of Fare Categories and Identification and the 2022 TCRTA Fares and Passes:

Definitions of Fare Categories and Identification

General

All customers except those who meet the qualifications for youth, senior, disabled or veteran. No identification is required for General fares.

Youth

Anyone 12 and under. Appropriate ID must be shown each time you board a bus to receive the free fare. School-issued picture ID cards or any state-issued ID showing the rider is 12 or younger are appropriate identification.

Senior / Disabled / Medicare

Any person who meets TCRTA disability requirements, presents a valid Medicare card, or seniors age 65 or above are eligible for a discounted fare on all TCRTA bus services. Medi-Call

cards will not be accepted. Customers must show appropriate ID each time they board a bus to receive the discounted fare.

TCRTA issued photo ID cards are available for senior and disabled customers. To receive a Disabled ID card, individuals must present a disabled ID card application form completed by a doctor or licensed health care professional or one of the following as proof of disability: Medicare Identification Card, Department of Motor Vehicles Disabled Person Placard Identification Card receipt, Braille Institute Identification Card, Disabled Veteran Service-Connected Identification Card, or a Social Security Income Award Letter. Medi-Cal cards will not be accepted.

Veteran

Any person who meets TCRTA Veteran requirements, presents a valid U.S. Department of Veterans Affairs issued ID card or a U.S. Uniformed Services ID card indicating retired status. Customers must show appropriate ID each time they board a bus to receive the discounted fare.

Active Duty Military, Police and Fire Personnel

Any person who meets TCRTA active duty military, police or fire personnel requirements rides free on TCRTA buses. Active duty military personnel must wear appropriate uniform at the time of boarding or present to the driver a valid U.S. Uniformed Services ID card indicating active service or a Common Access card indicating uniformed services or active duty. Police and Fire personnel must be in full uniform at the time of boarding. Customers must wear the appropriate uniform or show appropriate ID each time they board a bus to receive the discounted fare.

ADA

The TCRTA Americans with Disabilities (ADA) ID card is for persons who have been specially certified through the TCRTA ADA Certification process. This ID may qualify you for priority service on any TCRTA Dial-A-Ride. To become ADA certified, you are required to complete an application and provide a Healthcare Professional Verification form.

Local Fixed and Circulator Routes

Routes E1, F2, P1, P2, P3, P4, P5, P6, T1, T2, T3, T4, T5, and T6 are local fixed routes. Routes 60, 70, 80, and 90 are circulator routes.

Commuter Routes

Routes 10, 11x, 20, 30, and 40 are commuter routes.

Transfers

TCRTA has transfer agreements with Visalia Transit at transfer locations only.

TCRTA FARES & PASSES

TCRTA Tarifas y Pases

(July 1, 2022)

Local Fixed and Circulator Routes (per passenger / Por pasajero)

Fare Categories Categoría de tarifa	Base Fares Tarifas base	Day Pass Pase de un día	7-Day Pass Pase de 7 días	31-Day Pass Pase de 31 días
General	\$1.50	\$4.00	\$10.00	\$50.00
Senior / Disabled <i>Mayor / Discapacidad</i>	\$.75	\$2.00	\$5.00	\$25.00
Medicare Card Holder <i>Titular de la tarjeta de Medicare</i>	\$.75	\$2.00	\$5.00	\$25.00
Veteran <i>Veterano</i>	\$.75	\$2.00	\$5.00	\$25.00
Youth age 12 and younger <i>Jóvenes de 12 años o menos</i>	FREE	N/A	N/A	N/A

Commuter Routes (per passenger / Por pasajero)

Fare Categories Categoría de tarifa	Base Fares Tarifas base	Day Pass Pase de un día	7-Day Pass Pase de 7 días	31-Day Pass Pase de 31 días
General	\$2.00	\$5.00	\$15.00	\$55.00
Senior / Disabled <i>Mayor / Discapacidad</i>	\$1.00	\$2.50	\$7.50	N/A
Medicare Card Holder <i>Titular de la tarjeta de Medicare</i>	\$1.00	\$2.50	\$7.50	N/A
Veteran <i>Veterano</i>	\$1.00	\$2.50	\$7.50	N/A
Youth age 12 and younger <i>Jóvenes de 12 años o menos</i>	FREE	N/A	N/A	N/A

Dial-A-Ride (per passenger / Por pasajero)

Fare Categories Categoría de tarifa	Base Fares Tarifas base	
Senior / Disabled <i>Mayor / Discapacidad</i>	\$3.00	
Medicare Card Holder <i>Titular de la tarjeta de Medicare</i>	\$3.00	
Personal Care Attendant <i>Asistente de cuidado personal</i>	FREE	

On-Demand (per passenger / Por pasajero)

Fare Categories Categoría de tarifa	Base Fares Tarifas base	
General	\$4.00	
Senior / Disabled <i>Mayor / Discapacidad</i>	\$3.00	
Medicare Card Holder <i>Titular de la tarjeta de Medicare</i>	\$3.00	
Veteran <i>Veterano</i>	\$3.00	

RECOMMENDATION:

That the Technical Advisory Committee:

1. Approve draft 2022 TCRTA Fares and Passes starting July 1, 2022; and
2. Authorize staff to propose draft 2022 TCRTA Fares and Passes to member agencies.

FISCAL IMPACT:

The fare changes are customer- and finance-driven and is designed to increase fare revenue generation over time.

ATTACHMENT:

None

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Tulare County Regional Transit Agency
Technical Advisory Committee (TAC)

AGENDA ITEM IV-4

January 3, 2022

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Action: Approve Draft Service Changes

BACKGROUND:

The region's growth and the need to meet mobility and environmental objectives place tremendous demands on public transit providers. Current systems, some of which are old and in need of upgrading, must expand service area, increase service frequency, and improve efficiency to serve these demands. There is urgency from transit providers to adapt to appropriate new technologies, introduce innovations, and create efficiency in the transit system.

DISCUSSION:

To introduce innovative mobility and improve efficiencies of the transit system, staff is proposing the following service changes:

1. Interchange local fixed routes with on-demand service in the City of Dinuba. This service change is designed to provide efficient, expanded, and innovative mobility to the community to address the low-productivity routes, ADA compliance, and community growth.
2. Interchange the local flex route with on-demand service in the City of Lindsay. This change is a neutral change in service and more of a branding the service mode. The local flex route is a modified version of a demand response type of service.
3. Create uniformity in the local fixed route schedule across the TCRTA system. Currently, local fixed routes have unique service hours for each individual member agency. The uniform schedule will have all local fixed routes operating on the same service hours and on the same days. It is proposed that local fixed routes operate Monday – Saturday from 7:00 am to 7:00 pm, and limited Sunday service from 8:00 am to 5:00 pm.
4. Create uniformity in the ADA paratransit schedule across the TCRTA system. ADA regulations require that ADA paratransit operate on the same days and hours of the local fixed route system, therefore the current ADA paratransit schedule is unique to each member agency's fixed route service. This service change will insure TCRTA is ADA compliant regarding paratransit service. It is proposed that ADA paratransit service operate Monday – Saturday from 7:00 am to 7:00 pm, and limited Sunday service from 8:00 am to 5:00 pm.

5. Create uniformity in the On-Demand schedule across the TCRTA system. On-Demand service is being planned to expand to all member agencies starting next fiscal year. It is proposed that On-Demand service operate Monday – Saturday from 6:00 am to 10:00 pm, and limited Sunday service from 8:00 am to 8:00 pm.

RECOMMENDATION:

That the Technical Advisory Committee approve:

1. Approve the draft service changes; and
2. Authorize staff to propose service changes to member agencies

FISCAL IMPACT:

Service changes are designed to create efficiencies in the system and reduce operating costs. Expanded On-Demand service is funded by grant funding. Actual fiscal impact will be depending on the upcoming Agreement with the third-party contractor.

ATTACHMENT:

None

Tulare County Regional Transit Agency
Technical Advisory Committee (TAC)

AGENDA ITEM IV-5

January 3, 2022

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Discussion: Public Transportation Agency Safety Plan

BACKGROUND:

On July 19, 2019, the Federal Transit Administration (FTA) published a final rule for Public Transportation Agency Safety Plans as authorized by the Moving Ahead for Progress in the 21st Century Act (MAP-21). This final rule requires States and certain operators of public transportation systems that receive Federal financial assistance under 49 U.S.C Chapter 53 to develop Public Transportation Agency Safety Plans based on the Safety Management System approach. Operators of public transportation systems are required to implement the safety plans. The development and implementation of safety plans will help ensure that public transportation systems are safe nationwide.

On August 10, 2021, the FTA announced that more than 700 transit agencies around the United States have certified that they now have safety plans to help keep riders and employees safe on their transit systems.

DISCUSSION:

Now that TCRTA is an FTA grantee, TCRTA is required to develop its own plan, have the plan approved by the Board, and certify to FTA that those plans are in place.

At a minimum, the Public Transportation Agency Safety Plan must include the documented processes and procedures for the transit agency's Safety Management System, which consists of four main elements: 1) Safety Management Policy, 2) Safety Risk Management, 3) Safety Assurance, and 4) Safety Promotion. These procedures allow management and labor to come together, addressing risk, and provide a safer ride for passengers, while protecting workers and operators.

RECOMMENDATION:

That the Technical Advisory Committee authorize staff to work with operators (including labor unions) to develop a Tulare County Regional Transit Agency Public Transportation Agency Safety Plan.

FISCAL IMPACT:

TBD

ATTACHMENT:

Public Transportation Agency Safety Plan Final Rule Fact Sheet

Public Transportation Agency Safety Plan Final Rule

Fact Sheet



U.S. Department of Transportation
Federal Transit Administration



Overview

The Public Transportation Agency Safety Plan (PTASP) final rule (49 C.F.R. Part 673) requires certain operators of public transportation systems that are recipients or sub-recipients of FTA grant funds to develop safety plans that include the processes and procedures necessary for implementing Safety Management Systems (SMS).

Effective Date

The final rule becomes effective on July 19, 2019. Each transit operator is required to certify that it has a safety plan meeting the requirements of the rule by July 20, 2020.

To Whom Does the PTASP Rule Apply?

The rule **applies** to:

- Recipients or sub-recipients of financial assistance under 49 U.S.C. § 5307 that operate a public transportation system.
- Operators of rail systems subject to FTA's State Safety Oversight Program.

The rule **does not apply** to:

- Commuter rail service that is regulated by the Federal Railroad Administration.
- Passenger ferry service that is regulated by the U.S. Coast Guard.
- An operator of a public transportation system that only receives financial assistance under the Formula Grants for Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310) and/or Formula Grants for Rural Areas Program (49 U.S.C. § 5311).

General Requirements for PTASPs

Each safety plan must include, at a minimum:

- An approval by the agency's Accountable Executive and Board of Directors (or an equivalent authority);
- The designation of a Chief Safety Officer;
- The documented processes of the agency's SMS, including the agency's Safety Management Policy and processes for Safety Risk Management, Safety Assurance, and Safety Promotion;
- An employee reporting program;
- Performance targets based on the safety performance measures established in FTA's National Public Transportation Safety Plan (NSP);
- Criteria to address all applicable requirements and standards set forth in FTA's Public Transportation Safety Program and the NSP; and
- A process and timeline for conducting an annual review and update of the safety plan.

A rail transit agency's safety plan also must include or incorporate by reference an emergency preparedness and response plan or procedures.

Who Develops and Implements a Safety Plan?

- Rail transit agencies to whom the PTASP rule applies must develop and implement their own safety plans.
- Small public transportation providers* that do not operate rail transit systems and to whom the PTASP rule applies may have their states draft safety plans on their behalf, or they may opt to draft their own safety plans. In either case, the small bus operator must implement the safety plan.
- Large bus operators (operating more than 100 vehicles in peak revenue service) to whom the PTASP rule applies must draft and implement their own safety plans.

*A small public transportation provider operates 100 or fewer vehicles in peak revenue service across all non-rail fixed route modes, or in any one non-fixed route mode.



Who Approves a Safety Plan?

- Each safety plan must be signed by an operator's Accountable Executive.
- Each safety plan must be approved by its Board of Directors or an equivalent authority (such as a mayor, county executive, or grant manager).
- State Safety Oversight Agencies (SSOAs) must approve the safety plans of the rail transit agencies they oversee.

Certification of Compliance

- Each transit agency must annually certify via FTA's [Certifications and Assurances](#) process that its safety plan meets the requirements of the final rule.
- States must certify safety plans on behalf of small public transportation providers that operate 100 or fewer vehicles in peak revenue service within their states, unless providers opt to certify their own safety plans upon notification to the state.

Documentation and Recordkeeping

- A transit agency must maintain documents that set forth its safety plan, including those related to SMS implementation.
- These documents must be made available upon request by FTA and other agencies with safety jurisdiction, such as the National Transportation Safety Board (NTSB) and SSOAs.
- A transit agency must maintain these documents for a minimum of three years after they are created.

PTASP and the National Public Transportation Safety Plan (NSP)

Under the PTASP rule, an operator is required to set safety performance targets based on the safety performance measures in the [NSP](#).

The NSP safety performance measures are:

- Fatalities
- Injuries
- Safety Events
- System Reliability (State of Good Repair)

SMS Components of a Safety Plan

Safety Management Policy

- Safety objectives
- Confidential employee reporting program
- Organizational accountabilities and safety responsibilities
- Designation of a Chief Safety Officer

Safety Risk Management

- Processes for hazard identification
- Risk assessment
- Mitigation development

Safety Assurance

All operators develop processes for:

- Safety performance monitoring and measurement

Rail and large bus operators develop processes for:

- Management of change
- Continuous improvement

Safety Promotion

- Comprehensive safety training program
- Safety communication

Relationship to [Transit Asset Management](#)

- A transit agency should consider the results of its asset condition assessments while performing safety risk management and safety assurance activities.
- The results of the condition assessments and subsequent SMS analysis should inform an operator's investment priorities.

Contact

For more information, please email PTASP_OA@dot.gov.