

**COUNCIL OF SAN BENITO COUNTY GOVERNMENTS
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

FINAL MINUTES

DATE: Friday, July 24, 2009
9:30 AM

LOCATION: **San Benito Bank**
Conference Room (Upstairs)
300 Tres Pinos Road
Hollister, CA 95023

CALL TO ORDER

Chair pro tempore, Mary Margaret Bilich called the meeting to order at 9:40 A.M.

MEMBERS PRESENT

Mary Margaret Bilich, Clay Kempf, Charles Scott, Joy Rice

STAFF PRESENT

Mary Dinkuhn, Transportation Planning Manager; Betty LiOwen, Transportation Planner; Monica Gomez, Secretary

OTHERS PRESENT

Eva Dalton, Tracy McAllister, HOPE Services

A. CERTIFICATE OF POSTING

Upon a motion duly made by Charles Scott, and seconded by Clay Kempf, the Committee unanimously acknowledged the Certificate of Posting.

B. PUBLIC COMMENT

Eva Dalton of HOPE Services voiced her concerns about one of the County Express drivers. Ms. Dalton stated that she believes all of the buses should have cameras on board. Ms. Dalton stated that this particular driver is often late when picking up riders. Ms. Dalton stated that the driver is often speeding and not driving safely.

Ms. Rice inquired about the steps to file an incident report.

Ms. LiOwen stated that people can call her at the office at 831-637-7665, with any complaints or concerns. Ms. LiOwen asked that people call soon after an incident occurs so that it may be addressed right away.

C. MEMBER ANNOUNCEMENTS

None

D. EXECUTIVE DIRECTOR'S REPORT

Ms. Dinkuhn reported on behalf of the Executive Director Lisa Rheinheimer, who was not in attendance.

Ms. Dinkuhn announced that the Council of Governments will host a Public Workshop on the 2010 Regional Transportation Plan on Tuesday, July 28th from 6:30 p.m. to 8:30 p.m. at the Veteran's Memorial Building on San Benito Street in Hollister.

CONSENT AGENDA

- 1) **Approve** SSTAC Meeting Minutes dated May 22, 2009 – Gomez
- 2) **Approve** Amended Social Services Transportation Advisory Council Bylaws – LiOwen

Ms. Dinkuhn asked to pull Item 2 and move the item to the regular agenda for discussion.

Upon a motion duly made by Clay Kempf, and seconded by Joy Rice, the Committee approved Item 1 and moved Item 2 to the Regular Agenda.

REGULAR AGENDA:

Item 2

Transportation Planner, Betty LiOwen, stated that County Counsel made revisions to the Bylaws. The amended bylaws include a provision to require the members to fill out the Fair Political Practices Commission Form 700. Ms. LiOwen stated that all Committee members are required to complete the Form 700.

The form is available electronically at: <http://www.fppc.ca.gov/forms/700-08-09/Form700-08-09/Form700-08-09.pdf>

Upon a motion duly made by Clay Kempf, and seconded by Mary Margaret Bilich, the Committee approved Item 2.

- 3) **RECEIVE** County Express Monthly Management Report Fiscal Year 08/09 for the Month of May 2009 – LiOwen

The Committee received the report.

Upon a motion duly made by Charles Scott, and seconded by Mary Margaret Bilich, the Committee received Item 3.

- 4) **RECEIVE** Jovenes de Antaño Specialized Transportation Services Monthly Service Report for the Month of May 2009 – LiOwen

The Committee received the report.

Upon a motion duly made by Charles Scott, and seconded by Mary Margaret Bilich, the Committee received Item 4.

- 5) **APPROVE** Letter of Support for FTA Section 5310 Grant Application for Upgrading Phone Systems and Paratransit Identification Card System – LiOwen

Ms. LiOwen stated that the purpose of the Section 5310 program is to provide funding for transit capital projects to public agencies to provide safe, efficient, and coordinated transportation services for the elderly and persons with disabilities.

Staff recommended applying for upgraded phone systems for the operations and administration facilities and an upgraded Paratransit Identification Card System.

There was discussion about how the new phone system and Paratransit Identification Card System would work.

Members inquired if the Identification Card System could be used to track the Farebox recovery, and added that it would be a beneficial feature to have.

Ms. LiOwen stated that staff would research whether or not the tracking feature is possible.

Upon a motion duly made by Mary Margaret Bilich, and seconded by Charles Scott, the Committee approved Item 5.

6) SELECT Preferred Token Pouches for San Benito County Guaranteed Ride Home Program Promotion – LiOwen

Ms. LiOwen reported that the San Benito County Local Transportation Authority was awarded an AB2766 Grant for developing a Guaranteed Ride Home Program for commuters using transit to get to and from places of employment and higher education. The Program will assure that the transit user will have a way to get home when an unexpected circumstance arises. Staff has been reviewing various types of token pouches as a promotional item.

Ms. LiOwen asked the Advisory Council to evaluate each pouch in terms of ease of use, size, and durability.

Committee members evaluated the different pouches and after brief discussion they voted in favor of purchasing both blue and red pouches. Committee members liked that the blue pouch had a separate clear ID window and coin area, and the red pouch was the least expensive.

Upon a motion duly made by Clay Kempf, and seconded by Joy Rice, the Committee unanimously voted in favor of purchasing blue (example B) and red (example C) pouches.

7) ADJOURN to Meeting of September 25, 2009

Upon a motion duly made by Charles Scott, and seconded by Joy Rice, the Committee unanimously adjourned the meeting.