

April 25, 2016

TO: Members of the MAG Elderly and Persons with Disabilities Transportation Program Ad Hoc Committee

FROM: Ann Marie Riley, City of Chandler, Chair

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Meeting - 9:00 a.m. - 5 p.m.
Tuesday and Wednesday May 3-4, 2016
MAG Office, Suite 200 - Chaparral Room
302 North 1st Avenue, Second Floor, Phoenix

The MAG Elderly and Persons with Disabilities Transportation Program Ad Hoc Committee meeting will be held at the MAG offices at the time and place noted above. Members of the Committee may attend either in person, by videoconference or by telephone conference call.

The meeting agenda and resource materials are also available on the MAG website at www.azmag.gov. In addition to the existing website location, the agenda packet will be available via the File Transfer Protocol (FTP) site at: <ftp://ftp.azmag.gov/ElderlyandPersonswithDisabilitiesTransportationCommittee>. This location is publicly accessible and does not require a password.

Please park in the garage underneath the building. Bring your ticket to the meeting, parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

In 1996, the Regional Council approved a simple majority quorum for all MAG advisory committees. If the Elderly and Persons with Disabilities Transportation Ad Hoc Committee does not meet the quorum requirement, members who have arrived at the meeting will be instructed a legal meeting cannot occur and subsequently be dismissed. Your attendance at the meeting is strongly encouraged.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

If you have any questions, please call the MAG office at (602) 254-6300.

MAG Elderly and Persons with Disabilities Transportation Program Committee

TENTATIVE AGENDA

May 3-4, 2016

COMMITTEE ACTION REQUESTED

1. Call to Order

2. Call to the Audience

An opportunity will be provided to members of the public to address the MAG Elderly and Person with Disabilities Ad Hoc Committee on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Citizens will be requested not to exceed a three minute time period for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda item, unless the Committee requests an exception to this limit. Please note that those wishing to comment on agenda items posted for action will be provided the opportunity at the time the item is heard.

3. Approval of the FTA Elderly and Persons with Disabilities Transportation (EPDT) Ad Hoc Committee March 30, 2016 Meeting Minutes

4. FY 2016 Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Transportation Program Application Update

DeDe Gaisthea, MAG, will provide an update on the 2016 Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Transportation Program application process for the MAG region. An overview of the 2016 Section 5310 Phoenix-Mesa Urbanized Area applicant presentations and evaluation process will be provided. Committee members will have an opportunity to discuss the Section 5310 applications, the preliminary scores, and to clarify questions for the agency presentations.

2. Information.

3. Approve the FTA Elderly and Persons with Disabilities Transportation Ad Hoc Committee March 30, 2016 meeting minutes.

4. Information and discussion.

5. Agency Presentations

All applicants of eligible projects for the 2016 Section 5310 Phoenix-Mesa Urbanized Area will have the opportunity to present to the Committee for ten minutes. If time permits, to also include questions from the Committee. All presentations will be verbal in nature only and will not include any handouts or power point presentations. To accommodate the number of agency's applying, applicant presentations will take place over a two day time period.

- Tuesday, May 3, 2016, will consist of presentations for Traditional Capital and Mobility Management requests.

- Wednesday, May 4, 2016, will conclude presentations for Traditional Capital and New Freedom project requests.

Please refer to the enclosed schedule for a listing of agencies and scheduled presentation times.

*The following agenda items will take place on Wednesday, May 4, 2016, at the conclusion of agency's presentations,

6. Development of the Priority Listing for the FY 2016 Section 5310 Enhance Mobility of Seniors and Person with Disabilities Program for the Phoenix-Mesa Urbanized Area

At the conclusion of the FY Section 2016 Section 5310 applicant presentations. The Committee will develop a priority listing of projects for the FY 2016 Section 5310 Enhanced Mobility of Seniors and Person with Disabilities Program for the Phoenix-Mesa Urbanized Area. Evaluation components in developing the priority listing will include Committee's preliminary scores, applicant presentations, and Committee discussion. The 2016 Section 5310 Enhanced Mobility of Seniors and Person with Disabilities Program for the Phoenix-Mesa Urbanized Area priority listing will next be offered through the MAG Committee process for recommendation of approval to the MAG Regional Council. Upon approval the priority listing will be forwarded to

5. Information and discussion.

6. Recommend the priority listing of applicants for the FY 2016 Section 5310 Enhance Mobility of Seniors and Person with Disabilities Program for the Phoenix-Mesa Urbanized Area for recommendation of approval by the MAG Regional Council to be forwarded to the City of Phoenix Public Transit Department for submission to the Federal Transit Administration.

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7. Request for Future Agenda Items

8. Information and discussion.

Topics or issues of interest that Committee members would like to have considered for discussion at a future meeting will be requested.

8. Comments from the Committee

9. Information.

An opportunity will be provided for Committee members to present a brief summary of current events. The Committee is not allowed to propose, discuss, deliberate or take action at the meeting on any matter in the summary, unless the specific matter is properly noticed for legal action.

Adjournment

MINUTES OF THE
MAG ELDERLY PERSONS AND PERSONS WITH DISABILITIES
TRANSPORTATION AD HOC COMMITTEE

March 30, 2016

MAG Office Building, Chaparral Room
Phoenix, Arizona

MEMBERS ATTENDING

Matt Dudley, City of Glendale
Janeen Gaskins, City of Surprise, Vice Chair
Ed Jones, City of Mesa
Ron Brooks for Valley Metro
Martin Lucero for City of Surprise
Wendy Miller, City of Phoenix

Kristin Myers, Town of Gilbert
Christina Plante, City of Goodyear
Mercedes McPherson for City of Scottsdale
#Ann Marie Riley, City of Chandler, Chair
*Kristen Taylor, City of Avondale
Jeff Tourdot, Maricopa County
*Robert Yabes, City of Tempe

**Neither present nor represented by proxy.*
#Attended by telephone conference call.
+ Attended by videoconference

OTHERS PRESENT

Jayne Hubbard, Foothills Caring corps.
Aaron Whipple, Southern Arizona
Association for the Visually Impaired

DeDe Gaisthea, MAG
Brandee Mead, MAG
Teri Kennedy, MAG

1. Welcome and Introductions

Chair Ann Marie Riley, City of Chandler, requested that Vice Chair Janeen Gaskins conduct the meeting. Vice Chair Gaskins called the meeting to order at 10:03 a.m. Introductions ensued.

2. Call to the Audience

Audience members were given an opportunity to address the Committee on items that were not on the agenda that are within the jurisdiction of MAG, or non-action agenda items that are on the agenda for discussion or information only. There were no comments made.

3. Approval of the Elderly and Persons with Disabilities Transportation (EPDT) Ad Hoc Committee January 14, 2016 Meeting Minutes

Vice Chair Gaskins requested a motion to approve the January 14, 2016 meeting minutes. Christina Plante, City of Goodyear, made a motion to approve the January 14, 2016 meeting minutes. Wendy Miller, City of Phoenix seconded the motion. The motion passed unanimously.

4. Valley Metro Paratransit Update

Vice Chair Gaskins introduced Ron Brooks, Valley Metro, who provided an update on regional paratransit service changes. Mr. Brooks provided an update the implementation of paratransit services. He noted the Valley Metro Board approved a recommendation to implement a regional paratransit service in February 2016. These are trips that cross-jurisdictional boundaries. Staff from Valley Metro and member jurisdictions are now working on the logistics to implement the service in July 1, 2016. The base level of service is for ADA certified individuals who are travelling within the regions to find ADA paratransit service areas. He noted some communities, particularly in the Northwest Valley, such as Surprise and El Mirage, are electing to provide additional service, where there is little ADA service area coverage. The services for those individuals who are ADA certified, but who may not be travelling from areas that have ADA paratransit responsibility. Mr. Brooks stated the service is a “shared ride service”, which will involve Valley Metro contractor looking for trips, which can be matched so that vehicle are shared. Fare there will be a regionally adopted for a \$4.00 per one-way trip.

Mr. Brooks stated Valley Metro is in the process of working with member jurisdictions to clarify what level of service they are providing and if they are going to exceed any ADA mandate level of service. Valley Metro is currently receiving responses from jurisdictions. He noted the plan is to mail out a letter in mid-April to customers advising them of the service changes taking place and to alert them for additional information closer to the implementation date. Mr. Brooks noted Valley Metro is working with providers and member jurisdictions to develop a detailed procedure to operate service. Valley Metro is also developing a ride guide to inform customers of the rules and usage of service changes. The goal is to advise customers by letter in April, having the ride guide in early June, and for service to begin on July 1, 2016.

Mr. Brooks provided an update on paratransit procurement. He stated the process is currently underway. The East Valley contract with Total Transit will expire in June 2017 with no available extensions. Valley Metro recognizes this is about 80 percent of service provided and that regional service is about to be implemented. Valley Metro is in the process of developing a Request for Proposals (RFP) for all services, which will end the Northwest Valley contract early. This will consolidate all services under one contract with one provider. He noted Valley Metro recently concluded a Request for Expression of Interest (RFEOI). This including reaching out to private sector with a draft scope of work and draft commercial terms. Valley Metro invited comments and feedback to refine and provide a competitive RFP. Seven firms interviewed for the RFEOI. On March 29, 2016, member jurisdictions reviewed the feedback.

Vice Chair Gaskins inquired on whether there would there be any penalties for the Northwest Valley ADA contract ending early. Mr. Brooks replied Valley Metro is working with Total Transit regarding the end of contracts. He noted after the feedback discussion, the goal for Valley Metro is to seek authorization to release an RFP at the May Board meeting and to have an RFP out in the end of May or early June for a selection process. He said the next step is to make an award decision and decide prior to November 2016. He noted this process is taking place at the same time of the regional paratransit process to allow service to begin July 1, 2016.

Mr. Brooks advised the Committee of a formation of a new advisory group is in the process of being established. Mr. Brooks stated that Valley Metro is establishing a Valley Metro

Accessible Advisory Group. The purpose of the group is to provide an opportunity for stakeholders to offer input and advice on matters pertaining to accessibility on fixed routes and paratransit services. The group will be comprised of 15 diverse Maricopa residents, including seniors, customers, caregivers, agencies, with an online application. Initial terms will be for two years. Goal is for group to meet by end of April. Wendy Miller, City of Phoenix, inquired if this would be an opportunity a Committee member to sit on the Advisory Committee. Mr. Brooks noted that as a Committee member he would be able to provide updates. Vice Chair Gaskins thanked Mr. Brooks for his presentation.

5. Arizona Department of Transportation Section 5310 Program Overview

Vice Chair Gaskins noted, the Arizona Department of Transportation was unable to make the meeting and the agenda item to be rescheduled.

6. Fiscal Year 2016 Section 5310 Overview of Application and Program Update

Chair Riley invited DeDe Gaisthea, MAG, to provide an overview of the Section 5310 applications and grant program updates. An update on the Fixing America's Surface Transformation Act (FAST Act) and any changes to the Section 5310 program. Ms. Gaisthea noted the number of new Committee representatives and offered an overview of the Federal Transit Administration Section 5310 grant program. She stated the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities grant program makes funding available for capital and operating expenses to support the provision of transportation services to meet the specific needs of seniors aged 65 and over and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate.

Ms. Gaisthea stated the most recent legislative act the Section 5310 program falls under was the Moving Ahead for Progress in the 21st Century, MAP-21. Ms. Gaisthea stated federal guidelines under MAP-21 allowed for large Urbanized Areas (UZAs), with populations over 200,000, to directly administer Section 5310 funds. In 2013, the City of Phoenix was approved by the MAG Regional Council as the Designated Recipient (DR) of funding for the Phoenix-Mesa UZA. In 2015, the programming responsibility moved to MAG in coordination with the City of Phoenix Public Transit Department as the DR. For the Non-Urbanized areas with populations under 50,000 and the Small Urbanized areas with populations between 50,000-200,000, ADOT is still the Designated Recipient of funding and the programming authority.

Ms. Gaisthea noted FTA apportionments requires not less than 55 percent of the funds available must be used for projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities, typically carried out by nonprofit agencies for "traditional" capital projects. Traditional capital projects includes mobility management, vehicles, and equipment. UZA's may use most or all of their Section 5310 funds for these types of projects. She noted in addition, up to 45 percent may be used for public transportation projects that exceed the Americans with Disabilities Act (ADA) minimum requirements; improve access to fixed route service and decrease reliance by individuals with disabilities on complementary paratransit; or provide alternatives to public transportation that assist seniors and individuals with disabilities. The ten percent administration is allocated from this portion.

Ms. Gaisthea stated on December 4, 2015 President Obama signed into law the Fixing America's Surface Transportation Act (FAST Act). The FAST Act is a five year bill authorizing legislation to improve the Nation's surface transportation infrastructure. The FAST Act authorizes transportation initiatives through fiscal year 2020. Year six is an unfunded year which extends the FAST Act through 2021. Ms. Gaisthea noted this legislation is the first long-term national transportation spending package in a decade and takes full effect after congress funds the legislation through its appropriations process. The FAST Act program purpose remains similar to MAP-21. To improve mobility for seniors and individuals with disabilities by supporting transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all areas. Eligible projects continue to include both traditional capital investment and nontraditional investment beyond the ADA complementary paratransit services. Ms. Gaisthea noted formula funds are apportioned to direct recipients such as States for rural and small urban areas and designated recipients chosen by the Governor of the State for large urban areas. The FAST Act still includes the flexibility of how subrecipient projects are selected for funding.

Ms. Gaisthea stated changes under the FAST Act include that State or local governmental entity that operates a public transportation service and that is eligible to receive direct grants under 5311 or 5307 are now an eligible direct recipient for Section 5310 funds. FTA will publish a collection of best practices to public transportation stakeholders on innovation, program models, new services delivery options, performance measure findings, and transit cooperative research program reports. Section 3006(b) is a new discretionary pilot program that is open to 5310 recipients and subrecipients. The intention is to assist in financing innovative projects for the transportation disadvantaged that improve the coordination of transportation services and non-emergency medical transportation services. Section 3006(c) requires the interagency transportation Coordinating Council on Access and Mobility to create an updated strategic plan on transportation coordination across federal agencies, and develop a cost-sharing policy.

Ms. Gaisthea noted the federal share and local match remain similar. Depending on the type of project, 80 percent for capital projects, 50 percent for operating assistance, and an 85 percent share for ADA capital projects. The formula for apportionment is based on census data. The formula funds are apportioned to each state based on the number of older adults and individuals with disabilities allocated by area. She stated large UZA's receive 60 percent of apportionments, the small UZA's would receive 20 percent, and rural areas would receive 20 percent. Ms. Gaisthea noted states could transfer small urban or rural allocations to large UZA's but large UZA's could not transfer allocations to small urban or rural areas.

7. Fiscal Year 2016 Section 5310 Evaluation Process

Vice Chair Gaskins invited Ms. Gaisthea to provide an overview of the 2016 Section 5310 evaluation process. Ms. Gaisthea began by stating applications were due to MAG on March 21, 2016. There were 34 applications submitted with approximately over \$4 million in requests for this year's process. The estimated FTA appropriation is over \$2.9 million. She noted for the process the MAG Elderly and Persons with Disabilities Transportation Ad Hoc Committee will evaluate applications submitted, conduct applicant interviews, and develop a priority

listing of 2016 Section 5310 projects. She reiterated that FTA requires not less than 55 percent of the funding apportioned are for traditional capital requests. Up to 45 percent for New Freedom eligible projects that includes the ten percent program administration.

Ms. Gaisthea provided an update on the types of projects submitted. She noted three mobility management position requests were submitted this year. Previously the MAG region had five mobility management positions for the sub-regions of the Central Phoenix, West Valley, Northeast Valley, and two in the East Valley. The Marc Community Resources confirmed their mobility management request was for a “project” rather than for a position in the East Valley. The nonprofit agency Terros, declined to apply for a mobility management position that covered the central Phoenix area. There were 19 applications for vehicles requests and 10 application for New Freedom mobility management projects.

Ms. Gaisthea provided a review of the availability 2016 Section 5310 funding apportionment. She noted of the \$2.99 million available, 55 percent or \$1.6 million is required for “traditional” projects. Of the remaining amount, 35 percent or \$1.04 is available for New Freedom eligible projects and 10 percent or \$299,102 for administrative fees. Ms. Miller commented the 2015 Section 5310 contracts were distributed and subrecipient’s vehicles procurements are taking place. She noted through the procurement process, vehicles prices have decreased. She advised that at this time there is a carryover from the 2015 Section vehicle requests of \$184,796. Ms. Gaisthea noted the carryover amount would be included into the 2016 portion of available funding for “traditional” projects increasing the available funding to approximately \$1.8 million.

Ms. Gaisthea reviewed the application timeline. She note the Committee’s questions to the applicants are due Friday, April 18, 2016 with the applicant responses forwarded by Monday, April 25, 2016. Preliminary scores are due to MAG staff by Friday, April 29, 2016 at noon. The Committee will meet on Tuesday and Wednesday, May 3 and 4, 2016 to interview all applicants. After the applicant’s interviews on Wednesday, May 3, 2016 the Committee will develop a priority listing of requests. The priority listing will then proceed through the MAG Committee process for recommendation of approval by the MAG Regional Council to be forwarded to the City of Phoenix Public Transit Department for submittal to the FTA.

Ms. Gaisthea stated by Terros not applying this year, will leave the Central Valley without a sub-regional mobility management position. She commented this will leave a vacancy for a community liaison in the most highly populated area of the region. Training projects organized by the Central Valley mobility manager may not continue to move forward. Ms. Miller commented the Committee could set aside \$45,000 and do a separate call out for projects to fill the mobility management position. Ms. Teri Kennedy stated a placeholder for this position could be included in the TIP listing. Ms. Plante noted concern of a placeholder if it would hinder projects that are evaluated highly from being awarded. The Committee’s consensus was to include the placeholder for the Central Valley mobility management position but to continue the discussion of moving forward with a set aside and separate call out for projects during the development of the priority listing.

Chair Riley commented on the need for sufficient time for discussion after the interviews. The Committee noted for MAG staff to schedule the day to 5:00 p.m. on Wednesday after the

applicants interview allow time for Committee discussions. The Committee consensus was to limited presentation times for “traditional requests to 10 minutes with mobility management and New Freedom request to 15 minutes. Ms. Plante noted the time expended on reviewing applications. She inquired on the need to review all vehicle applicants if there may be funding available to award all requests. Ms. Miller commented with the increase in the available funding for “traditional” projects may enough to cover all requests. Mr. Brooks stated the need to adhere to the evaluation process to ensure the projects requests meet the intent of the program. Martin Lucero, City of Surprise, noted the Committee’s tasked at hand is to evaluate the submitted application project requests. He noted the Committee will have time to discussion funding scenarios during the development of the priority listing. Mr. Lucero suggested applicants arrive an hour prior to their scheduled interview to ensure the presentations keep moving forward.

Ms. Gaisthea summarized the Committee’s discussion items. She noted the Committee consensus was to include a \$45,000 placeholder for a Central Valley sub-regional mobility management position until further discussion, the Wednesday timeline would be scheduled from 9 a.m. to 5 p.m. to allow for deliberation. Applicant presentations would be 10 minutes for capital projects and 15 minutes for New Freedom and mobility management project requests. Agencies should arrive one hour early and the Marc Community Resource project should be moved into the “traditional” project requests. Ms. Gaisthea noted to forward the interview schedule of applicants, a summary of discussion items for reference, and the breakout of the applicants funding requests. There was no further discussion.

Vice Chair Gaskins requested a motion to move forward with the FY 2016 Sections 5310 application timeline and evaluation process as discussed, to include any further FAST Act federal requirements if needed. Ms. Plante made a motion to approve the FY 2016 Section 5310 Phoenix-Mesa Urbanized Area application process and tentative timeline. Mr. Dudley seconded the motion. The motion passed unanimously.

8. Request for Future Agenda Items

No requests were made.

9. Comments from the Committee

Ms. Miller noted the City of Phoenix was in the process of the 2015 Section 5310 contracts and working on the placement of vehicles. Ms. Gaisthea extended her appreciation to Ms. Miller and the City of Phoenix for ensuring the vehicles procured through this process were meeting the needs of our regional sub-recipients.

10. Adjourn

The meeting adjourned at 12:05p.m.