



**AAA ADVISORY COUNCIL
TRANSPORTATION AND MOBILITY COMMITTEE MEETING**

Friday, March 10, 2017
Carnelian Room
1:00 p.m. – 2:30 p.m.

MINUTES

Present: Jen Arent, Lea Black, Terry Kelley, Rabon Saip

Absent: Dorothy Fried, Ruth Robeson

Guests: Dean Brittingham (Sebastopol Area Senior Center), Richard Cowart (Board Member Cloverdale Senior Center), Katie Davis (Vintage House), Lauren Garibaldi (Petaluma People Services Center), Stan Gow (Consumer), Yuri Koslen (Santa Rosa Transit), Dan Needham (Earle Baum Center for the Blind), Michele Osmon (Catholic Charities), Jani Sheppard (Cloverdale Senior Center),

Via Tel-Com: Cynthia Scarborough (Vintage House)

Staff: Norine Doherty, Victoria González-Allen

1. **WELCOME & INTRODUCTIONS** (Kelley) the meeting was called to order at 1:05 p.m. all were welcomed and introductions were made.

2. **APPROVAL OF FEBRUARY 10, 2017 SONOMA ACCESS COORDINATED TRANSPORTATION SERVICES (SACTS) CONSORTIUM MINUTES (ACTION):** (Kelley) motion to approve the February 10, 2017 SACTS meeting minutes. Black/Saip (MSC) to approve as presented; motion passed unanimously.

3. **CALTRANS 5310 CURRENT CONTRACTS**

Review Scope of Work and Deliverables

- Grant application for Caltrans 5310 for FY 2018-20 submitted on 3/1/17. Metropolitan Transportation Commission (MTC) review panel convened and advised Human Services Department poised to be awarded \$427,000 for the Santa Rosa Large Urbanized Area (UZA) funds slated to be allocated in FY2018. Specifics of award include volunteer driver, travel vouchers and mobility management.
- Copy of proposal sent to mobility management providers for reference and future use for funding requests.
- Reviewed charts showing current funding and deliverables per agency, definitions between Caltrans 5310, Older Americans Act, MTC New Freedom programs and grant funded activities and timelines.
- FY 2016-18 Caltrans 5310 Mobility Management contracts have been executed and partners will have grant total amounts to spend in a shorter time frame, with term date of 6/30/18. Deliverables have been prorated – no additional time allotted.
- Assisted Rides – ride scheduling software contract is being procured. Assisted Rides contract will be managed by the HSD; currently managed by Sebastopol Area Senior Center. Once contract executed, all contracted agencies will use Assisted Rides.
- Planeteria (Sonoma Access Website Developers) contract sent to Caltrans for approval applied as a sole-source request. Delay due to Caltrans request for competitive bids and independent cost estimates.

Discuss Next Steps-Provider Round Table

- Universal expectations across all programs.
- Creating inclusive invoice templates to streamline process.
- Cowart (Cloverdale) asked about process for out of county ride requests. Brittingham reported contact information is provided to requestor but the agency is not involved with negotiations. Black advised against this practice due to liability issues. Advised to talk to individual insurance carriers.
- Sheppard asked if there is coordination of long distance rides which “cross service area boundaries”. Brittingham advised there has been discussion, with driver down time being an issue, and looking to organizing a pool of willing drivers. Boundaries are set by agencies. Sheppard suggested an ad-hoc “central coordinator”. Assisted Rides may help with solution.
- Question asked if travel vouchers can be shared as Earle Baum will run out in April. Asked those who have unspent travel vouchers to advise Doherty for potential reallocation.
- Question on transporting medically discharged sedated patients. County taking a lead suggested. Insurance liability? Suggested Kaiser might be a good starting point. Suggestion for each center to create talking points. Paratransit cannot take patients after sedation either.
- Doherty, Fried, Kelley, and Saip attended the Sonoma County Transportation Authority (SCTA) February Board of Directors meeting. Kelley and Doherty presented an overview of the AAA Transportation programs; successes and challenges.
- Question on ability to reimburse drivers for gas. Doherty to check Caltrans grant if allowed. Arent asked if a local gas station can be asked for discounted price.
- Ride Sharing Brainstorm Activity:
 - Vision – riders and drivers across service areas, drop off, or transfer areas
 - Concern – volunteer driver’s volunteer for specific service areas, established boundaries, time limits, gas, participant eligibility, long wait time for transfer.
 - Action – ask volunteer drivers at application of service served; create transfer points; coordinate with paratransit, Lyft coverage, and gas card eligibility.
- Koslen advised of dispatch software/application called TransLoc Rider.

4. ANNOUNCEMENTS (All)

- Scarborough welcomed new employee Katie Davis, LIMO coordinator, started March 1
- Sheppard, hired program coordinator, hosting diversity week March 20 – 23 with Cuban/African drumming, cultural potluck, all are invited.
- Cowart reported they are looking for a transportation coordinator; they have been using travel vouchers, and are getting more calls, Mr. Taxi provided discount.
- Black announced she is retiring from Healdsburg Senior Center as of April 28, looking forward to AAA reappointment in May, will be doing more volunteer work.
- Arent reports Housing Workgroup will meet in April.
- Osmon to hold meeting April to train drivers on elder abuse and to perform annual inspections of automobiles.
- Kolsen reported starting Tuesday, March 21, Sonoma County Transit will be transitioning providing paratransit to Oakmont area.
- Needham can provide brochures for Earle Baum Center services. Festival Americana fundraiser on Saturday, September 23, at Sonoma Village 1100 Valley House, Rohnert Park.

5. ADJOURN meeting adjourned at 2:40 pm

NEXT MEETING: Friday, April 14, 2017 at 1-2:30PM, Adult & Aging Services Division Office Carnelian Room, 3725 Westwind Blvd. Suite 101, Santa Rosa, CA 95403