TO: AC Transit Board of Directors  
FROM: Kathleen Kelly, Interim General Manager  
SUBJECT: Accessibility Advisory Committee Minutes of June 9, 2015

BRIEFING ITEM

RECOMMENDED ACTION(S):

Consider receiving the Accessibility Advisory Committee minutes of June 9, 2015.

EXECUTIVE SUMMARY:

The Minutes for June 9, 2015 were approved by the Accessibility Advisory Committee on July 14, 2015. Major topics included: BRT bus procurement update and Discussion and approval of ADA Resolution.

BUDGETARY/FISCAL IMPACT:

There is no budgetary or fiscal impact associated with this report.

BACKGROUND/RATIONALE:

The Accessibility Advisory Committee was established by the Board of Directors in 1991 to review, comment and advise the Board of Directors and District staff regarding the implementation and enhancement of planning programs and services for seniors and people with disabilities. The committee consists of 14 members with two members being appointed by each of the seven elected members of the District's Board of Directors. Committee members are appointed to a one-year term.

ADVANTAGES/DISADVANTAGES:

This report is being provided to inform the Board of the activities of the Accessibility Advisory Committee.

ALTERNATIVES ANALYSIS:

This report does not recommend an action.
PRIOR RELEVANT BOARD ACTIONS/POLICIES:

GM Memo No. 12-073, dated March 28, 2012, Accessibility Advisory Committee Bylaws

GM Memo No. 10-221, dated October 13, 2010, Adopted Resolution No. 10-047 Repealing all Prior Resolutions Concerning the Establishment of the Accessibility Advisory Committee (AAC) and Board Policy No. 504.

ATTACHMENTS
1. AAC Minutes for June 9, 2015

Department Head Approval: Aida R. Asuncion, Interim Chief Planning, Construction & Engineering Officer
Reviewed by: Robert del Rosario, Director of Service Development
Mallory Nestor-Brush, Accessible Services Manager
Kim Ridgeway, Accessible Services Specialist
Prepared by: Tammy Kyllo, Administrative Coordinator
1. Roll Call and Introduction of Guests

AAC members present:
Janet Abelson
Pam Fadem
Jim Gonsalves (arrived at 1:16)
James Robson
Marina Villena

AAC members absent:
Scott Blanks (excused)
Yuli Jacobson (excused)
Hale Zukas (excused)

Staff:
Mallory Nestor-Brush, Accessible Services Manager
Kim Ridgeway, Accessible Services Specialist
Tammy Kyllo, Administrative Coordinator
Stuart Hoffman, Technical Services Manager
Mitra Moheb, Senior Project Manager
Victoria Wake, Marketing and Communications
Kimberly McCarl, Marketing and Communications
Claudia Burgos, Legislative Affairs & Community Relations

Guests:
Miguel Martinez, BRT Consultant for Community Outreach
Mary Fowler
Bernita Thomas

2. Order of Agenda
The order of the agenda was approved.

3. Approval of Minutes
MOTION: Scott/Robson approved the May 12, 2015 AAC meeting minutes. The motion carried by the following vote:
AYES – 6: Abelson, Fadem, Fort, Queen, Robson, Scott,
ABSTENTIONS – 3: Cressy, Gonsalves, Villena
ABSENT – 5: Blanks, Gilmore, Jacobson, Martinez, Zukas

4. Bus Procurement Update
Stuart Hoffman, Technical Services Manager, reviewed the progress for the purchase of the BRT Buses. Two proposals were received and are under review by procurement. Procurement should make a decision on the
award sometime in July 2015. Stuart confirmed that there will be three doors on the curb side, two doors on the street side and two wheelchair securement locations. No fare payment equipment will be on the bus. Fares will be paid on the platform.

Stuart brought in a new redesigned Aries Slim Flip Seat for the AAC to test. The new flip seats could be on the future bus purchases and increase turning radius for individuals in wheelchairs. The thin seat will save a total of 7 inches, 2.5 per ADA space and would increase the aisle width by 5 inches. Also, the prototype has a higher back than current flip seats for additional comfort. The handle to lower the seat is easier to use the seat folds up slowly when not in use.

The Committee requested that Mr. Hoffman return when procurement has completed its final BRT design to review the interior layout before going to the Board for contract award.

Mitra Moheb, BRT Senior Project Manager, introduced the new BRT Community Outreach Consultant, Miguel Martinez.

5. Follow-up with 25th ADA Anniversary
Victoria Wake, Marketing and Communications Manager, introduced Kimberly McCarl, Marketing Administrator, who is in charge of the 25th Anniversary of the ADA celebration. Kimberly will be working with Marketing, Public Affairs and Accessible Services staff to create a timeline and event planning. The team will finalize its plans for the campaign and will follow up with the Committee at the July 14th meeting.

6. Discussion and Approval of the ADA Resolution for Board of Directors
The ADA Resolution will go to the Board for approval on June 24, 2015. The Board will use the resolution to forward to cities to engage stakeholders and other officials. The Committee reviewed and made changes to the final draft with the following motion:

MOTION: Fort/Scott approved the ADA Resolution for the June 24, 2015 Board of Directors Meeting. The motion carried by the following vote:
AYES – 6: Abelson, Cressey, Padem, Fort, Gonsalves, Queen, Robson, Scott, Villena
ABSTENTIONS – 0:
ABSENT – 5: Blanks, Gilmore, Jacobson, Martinez, Zukas

7. Draft Staff Report Reasonable Modification
Mallory Nestor-Brush, Accessible Services Manager, updated the Committee on the Implementation of Reasonable Modification/Accommodation Final Rule. The Department of Transportation (DOT) issued a Final Rule on March 13, 2015, under the Americans with Disabilities Act (ADA). The rule calls for public transportation agency’s providing fixed route and ADA complementary paratransit to develop a process to consider requests for reasonable modification/accommodation to their policies, practices and procedures to ensure program accessibility.

Staff will implement, among other things, the following by the July 13, 2015 deadline:
- Create a new code, under the ADA tab, in the Customer Service Relations Database for reasonable modification/accommodation
- Modify the AC Transit website to more clearly direct individuals to information regarding Title VI and reasonable modification/accommodation procedures, forms and contact information
- Identify a Reasonable Modification Coordinator by name, contact information, e-mail and physical address
- Print, post and make available all information, including an appeals process, in accessible formats
- Modify the current Title VI card card, per the FTA requirements, and include reasonable modification/accommodation information.
- Develop a Standard Operating Procedure (SOP) for the Operations Control Center (OCC) and the AC
Transit Call Center staff to address rider inquiries

- Develop Training Materials and train designated staff (OCC, Call Center, Transportation Management) regarding both Title VI and reasonable modification/accommodation
- Work with OCC to collect data on requests for reasonable modification/accommodation and produce summary reports quarterly.
- Issue a bulletin to all bus operators. Note: this bulletin would reiterate what the operators are currently trained to do, which is, if any individual or situation encountered exceeds or violates the District’s policies and procedures, they are to contact OCC for further instruction.

8. Chair’s Report
None.

9. Board Liaison Report
None.

10. Review of Lift/Ramp Road Call Report
The report for the period of April 19 – May 23, 2015, showed 24 lift/ramp road calls. Of these 24 road calls, eight were chargeable or mechanical. Committee members are concerned with the problem identified as “Road Hazard”. Staff will inquire to what “Road Hazard” consists of.

11. Service Review Advisory Committee (SRAC) Report
None.

12. Alameda County Transportation Commission (ACTC) PAPCO Report
None.

13. Public Comments
None.

14. Member Communications and Announcements
None.

15. Staff Communications and Announcements
Mallory Nestor Brush, Accessible Services Manager, announced the following:

- Senate Bill SB413 is being reviewed. This bill makes it mandatory for passengers to vacate priority seating when there is a request. Refusal to comply could result in fines.
- The Paratransit Broker’s office will be moving June 26, 2015 from 1722 Broadway to 1750 Broadway, Oakland.
- The Open house for the new Broker’s Office will be July 29th and will also include a Celebration of the 25th Anniversary of the ADA
- AC Transit will be participating in three 4th of July Parades in Alameda, Piedmont and Fremont.

16. Set Next Agenda & Meeting Date
The next AAC Meeting will be held Tuesday, July 14, 2015 at 1600 Franklin Street, Oakland, CA. Agenda item includes Follow-up on the 25th Anniversary of ADA marketing plan.

17. Adjournment
The meeting adjourned at 2:31 p.m.