

**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL MEETING**  
**at 2:00 PM on MONDAY APRIL 25, 2022**  
**DEL NORTE HEALTH AND HUMAN SERVICES MULTIPURPOSE ROOM**  
**880 NORTHCREST DRIVE, CRESCENT CITY, CA 95531**

This meeting is in person.

If you cannot attend in person, register in advance for this webinar:

[HTTPS://US02WEB.ZOOM.US/J/84737247412?PWD=UZZUK0EzTjVGR05YDGDIEEJLDWDLUT09](https://us02web.zoom.us/j/84737247412?pwd=UZZUK0EzTjVGR05YDGDIEEJLDWDLUT09)

Registering in advance is a requirement of Zoom

1. Call meeting to order
2. Introductions
3. Public Comment Period
4. Redwood Coast Transit Authority update
  - Service update
  - Transit Advisory Committee formation
5. Roundtable Status Reports from Council Members, including a review of your situation, service gaps, and new projects.
6. Review Unmet Needs  
*Suggested Action:* Identify and prioritize unmet needs. Report to DNLTC.
7. Adjourn

*Anyone requiring reasonable accommodation to participate in the meeting should contact the Executive Director Tamera Leighton, at (707) 465-3878, at least five (5) days prior to the meeting.*

## ITEM 6

**DATE:** APRIL 15, 2022  
**TO:** SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL  
**FROM:** TAMERA LEIGHTON, EXECUTIVE DIRECTOR  
**SUBJECT:** REVIEW UNMET NEEDS

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The California State Transportation Development Act (TDA) requires the Unmet Transit Needs Process be conducted annually by Regional Transportation Planning Agencies. DNLTC is the Regional Transportation Planning Agency for the Del Norte region. The TDA requires that DNLTC makes a determination whether there are "unmet transit needs that are reasonable to meet" in in this region. It's important to acknowledge that 100% of the transit funding is already spent on transit related services. There are no additional funds to meet the unmet needs, though we are required to document the needs annually. After the SSTAC provides a recommendation, Del Norte Local Transportation Commission will make a determination by resolution regarding whether the unmet needs are "reasonable to meet."

In 2020, the SSTAC unanimously confirmed its prioritized list of identified unmet needs:

- One. Food Delivery Due to COVID 19
- Two. Non-Emergency Medical Transportation
- Three. Public Information & Education
- Four. Bus Shelters at more Stops

This list needs to be reconsidered on an annual basis and a confirmed or new determination for "reasonable to meet" must be made by DNLTC.

The excerpt from the Transportation Development Act relating to Consolidated Transportation Service Agency is attached.

## ARTICLE 7 - CONSOLIDATED TRANSPORTATION SERVICE AGENCIES

### Designation

6680

Consolidated transportation service agencies shall be designated by the transportation-planning agency, except that within the area of the Southern California Association of Governments, they shall be designated by the county transportation commissions and the County of Imperial. ~~and that for the area of the San Diego Metropolitan Transit Development Board, they shall be designated by the Board.~~ The consolidated transportation service agencies shall be designated in accordance with the action plan adopted pursuant to section 15975 of the Government Code. Each consolidated transportation service agency shall be an entity other than the transportation planning agency and shall be one of the following:

- (a) A public agency, including a city, county, operator, any state department or agency, public corporation, or public district, or a joint powers entity created pursuant to Chapter 5 (commencing with section 6500) of division 7, title 1 of the Government Code.
- (b) A common carrier of persons as defined in section 211 of the Public Utilities Code, engaged in the transportation of persons, as defined in section 208.
- (c) A private entity operating under a franchise or license.
- (d) A nonprofit corporation organized pursuant to division 2 (commencing with section 9000 5000) of title 1 of the Corporations Code.

The transportation planning agency or other designating agency may designate one or more consolidated transportation service agencies. The geographic areas of consolidated transportation service agencies may be overlapping. For the purpose of filing claims, the division of responsibility between designated consolidated transportation service agencies shall be by the transportation service provided (i.e., by geographic area, route, time, clientele, etc.) and not by service function (i.e., operation, maintenance, marketing, etc.). This does not preclude a consolidated transportation service agency from contracting with various contractors to perform different service functions.

The transportation planning agency or other designating agency may rescind the designation of a consolidated transportation service agency if it finds that the agency has failed substantially to comply with the terms of its allocations, with the Act or with the action plan. The rescission of the designation of the consolidated transportation service agency may be appealed pursuant to Public Utilities Code section 99242 by any claimant, including the consolidated transportation service agency, even where the designating agency is not the transportation planning agency. Whenever the designation of a consolidated transportation service agency is rescinded or a new agency is designated, other than in the text of the action plan originally submitted, the transportation planning agency or other designating agency shall notify the Department within ten (10) days.

## **Claimant Eligibility**

### **6681**

A consolidated transportation service agency may file claims under article 4.5 of the Act for its operating costs, to the extent specified in section 6634(a), and for its costs in purchasing vehicles and communications and data processing equipment, to the extent specified in section 6634 (f). Claims may also be filed by a consolidated transportation service agency for state transit assistance funds as specified in section 6731.1.

A consolidated transportation service agency may provide transportation services itself or contract with one or more other entities to provide service in accordance with section 6683. In either case, the consolidated transportation service agency alone is the claimant for funds under the Act and bears all the responsibilities of a claimant under the Act. These include, but are not limited to, the filing of claims, the maintaining of complete and accurate records in accordance with the uniform system of accounts and records, complying with fare revenue requirements, and the submittal of fiscal and compliance audit reports. The consolidated transportation service agency shall meet all requirements of the Act and these regulations as a single claimant, even where it is responsible for services provided by more than one contractor. For example, the fare revenue requirements shall apply to all of the agency's transportation services jointly, not separately. The consolidated transportation service agency's responsibilities as a claimant may not be delegated or assigned to its contract services providers.

## **Vehicles and Equipment**

### **6682**

The consolidated transportation service agency may be allocated funds to purchase vehicles and equipment to be used either for transportation services that the agency provides itself or for transportation services provided by a service contractor. In either case, legal title to the vehicles and equipment (other than equipment included in operating cost) shall be vested in the consolidated transportation service agency, if it is a public agency, or in a public agency specified by the transportation-planning agency.

The consolidated transportation service agency may also be allocated funds to be used as the local match for a grant made for the purchase of vehicles under Section 16 (b)(2) of the Urban Mass Transportation Act of 1964, as amended, provided that the grant is to the consolidated transportation service agency or to an organization under contract to the agency to provide transportation services. Legal title to the vehicles shall be vested in accordance with the requirements of the grant program.

Vehicles and equipment purchased with funds allocated to a consolidated transportation service agency shall be used only for transportation services provided by or under contract to a consolidated transportation service agency.

## **Contract Service Providers**

### **6683**

The consolidated transportation service agency may contract with any entity to provide service. The contract shall be awarded on the basis of competitive bidding.