



MENDOCINO
COUNCIL OF GOVERNMENTS

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January 26, 2021

To: MCOG Board of Directors
From: Janet Orth, Deputy Director / CFO
Subject: Information Packet of February 1, 2021 Meeting - No Action Required

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The following items are attached.

1. MCOG Technical Advisory Committee (TAC) – Meeting minutes of October 21, 2020.
2. Social Services Transportation Advisory Council (SSTAC) – Meeting minutes of November 16, 2021 annual Unmet Transit Needs workshop, including public meeting on the draft Mendocino County Coordinated Public Transit-Human Services Transportation Plan.
3. Electric Vehicle News – The nonprofit coalition Veloz continues to provide timely information on how zero emission vehicles combat the climate crisis with their “40 Million Reasons to Go Electric” campaign, tools, data, educational resources and advisories. Links:
<https://veloz.org>
<https://www.electricforall.org>

Approved 1/20/21

MINUTES

MENDOCINO COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE

Meeting Held Remotely via Zoom Meeting/Teleconference

October 21, 2020

Members Present

Jacob King, MTA
Tasha Ahlstrand, Caltrans
Alicia Meier, County DOT
Chantell O’Neal, City of Fort Bragg
Jason Benson *for Tim Eriksen*, City of Ukiah
Jeremy Ronco *for Dusty Duley*, City of Willits

Members Absent

Mitch Stogner, NCRA (*Non-Voting*)
Barbara Moed, AQMD
Jesse Davis, County DPBS
Richard Shoemaker, City of Point Arena

Staff & Others Present

Nephele Barrett, MCOG Administration
Lisa Davey-Bates, MCOG Planning
Loretta Ellard, MCOG Planning
James Sookne, MCOG Planning
Alexis (Lexi) Pedrotti, MCOG Planning
Danielle Casey, MCOG Administration
Charlene Parker, MCOG Planning
Kyle Finger, Caltrans Local Assistance

1. **Call to Order/Introductions** – Nephele called the meeting to order at 10:02 a.m. Individuals present on the Zoom meeting/teleconference were identified.
2. **Public Expression** – None.
3. **Input from Native American Tribal Governments’ Representatives** – No tribal representatives were present. Nephele reported she recently attended the Caltrans quarterly tribal coordination meeting and said MCOG has been asked to make a presentation at the next quarterly meeting. She noted this would be a good opportunity to let the tribes know what MCOG is doing, and an opportunity for outreach on the Regional Transportation Plan update. She said the Redwood Valley Rancheria is working on a tribal transportation plan, which will also inform the RTP. She invited members to let her know if they have information to share with the tribes.
4. **Approval of 8/19/20 Minutes** – Motion by Chantell O’Neal, seconded by Alicia Meier, and carried unanimously on roll call vote (6 ayes – King, Ahlstrand, Meier, O’Neal, Benson, Ronco), to approve the minutes of 8/19/20.
5. **Regional Transportation Plan/Active Transportation Plan – 2022 Update** – Loretta advised that MCOG staff is getting started on the update of the Regional Transportation Plan. The 2017 Plan was adopted by MCOG on 2/5/18, and the next update is due 2/5/22. She reviewed that MCOG shifted from a five-year update cycle to a four-year cycle in 2014, which allowed local governments in the region to change from a five-year to an eight-year Housing Element cycle.

She advised that MCOG staff is reviewing guidelines to see what has changed since the last update and

working on updating the Public Participation Plan (PPP). A required 45-day public review period for the PPP is being advertised, and adoption of the PPP is scheduled for the December 7 MCOG meeting.

Loretta summarized that staff will be reaching out to local agencies to begin reviewing information, and initial tasks will include a review of goals and policies by the TAC and MCOG Board.

6. Development of Local Road Safety Plans – Loretta advised that the RFP to hire a consultant to develop the LRSPs is currently being advertised, with proposals due November 13. She said she asked District 1 Local Assistance staff about local agencies’ funding allocations and was told they were expected to be completed by early next month “...*assuming the program does not run out of funds.*” She advised MCOG cannot award a consultant contract until all funds have been officially allocated.

Nephele noted that most local agencies had submitted funding requests by the end of the last round and expressed concern they might not be allocated this round. Kyle Finger, Caltrans Local Assistance, said the County’s increased request would have to re-compete, but that is the only one that would possibly not be allocated. A question was asked if the County’s original request would be allocated if the increase is not approved, and Kyle agreed to check on this and follow up with Nephele, Loretta, and Alicia. He confirmed that reimbursable work cannot begin until funds have been allocated.

Loretta said a committee will be formed to review consultant proposals. After the project gets started, a stakeholder group (including local agency staff) will be established to inform plan development. Plans are scheduled to be completed by March 2022, in advance of the 2022 HSIP cycle.

Tasha advised that in response to MCOG’s request to post the RFP on Caltrans’ website, she reached out to their Public Information Office and was told that it did not meet required ADA accessibility rules. She expects more guidance on Caltrans ADA requirements to become available soon.

7. Staff Reports

7a. **Regional Early Action Planning Grants (REAP)** – Nephele said approximately \$318,000 is available in REAP funds from the 2019 State budget for housing related planning. This regional funding is coming to MCOG, but MCOG has the option of suballocating the funds to local agencies, which is what will be proposed. There has been some delay in getting started, but now that MCOG has approved the JPA Amendment and it’s been ratified by member agencies, the effort is moving forward.

Nephele advised that the Local Early Action Planning program’s timeline has been changed to match up with REAP, thus allowing agencies to combine LEAP with REAP funds. MCOG staff will follow up with local agency planning staff to submit the application to the State by the January deadline.

7b. **Active Transportation Program Cycle 5** – Nephele reported two applications were submitted in Mendocino County. MCOG staff worked with Caltrans staff to prepare and submit an application for the Gualala Downtown Streetscape project for approximately \$7.2 million for construction and additional project development funds. An application was also submitted by the Round Valley Tribe for a Safe Routes to School project in Covelo, on Foothill Blvd. She said staff recommendations are due to be out in February, and she is hopeful both projects will be funded.

Regarding the Gualala application, Nephele advised that MCOG is working with Caltrans to plan a

virtual public workshop to gather feedback on the project, which will take place sometime in early December. More information will be provided once dates are finalized.

7c. Coordinated Public Transit – Human Services Transportation Plan Update – Loretta reported MCOG staff is working with the consultant to schedule the public outreach for the Coordinated Plan update. A virtual workshop is being planned which will combine outreach to the Social Services Transportation Advisory Council (SSTAC) with outreach to the general public. The tentative workshop date is November 16, and the TAC will also be invited once the date is confirmed. The draft plan will be posted to MCOG’s website when available.

Nephele advised the Coordinated Plan was last updated in 2015 (amended in 2017) and is on a five-year update schedule. She explained the primary purpose of the plan is to assess needs and look at opportunities for coordination and strategies to improve transit and human services transportation. The plan also identifies operating and capital projects to be funded in the FTA 5310 grant program. This project is part of a State contract in which the consultant is updating multiple plans for rural counties.

7d. FY 2021/22 Overall Work Program – Application Cycle (1/15/20 – 12/1/20) – Lexi reported that she recently distributed the call for projects for the FY 2021/22 Overall Work Program, with applications due to MCOG by 12/1/20. She briefly reviewed expected revenues and annual planning contract expenses and estimated there will be approximately \$130,000 for new planning projects. Chantell O’Neal asked that the call for projects announcement be forwarded to her.

7e. Highway Safety Improvement Program (HSIP) Cycle 10 – Due Date Extended to 11/2/20 – Nephele noted the extended application deadline and encouraged agencies to apply for funding under the set-aside categories (Guardrail Upgrades; Pedestrian Crossing Enhancements; Installing Edgelines; Tribes). Jeremy said the City of Willits is talking with Caltrans about the possibility of applying for a street crossing project at Walnut. Alicia said the County is planning to apply under the Guardrail category. Nephele invited agencies to contact MCOG staff for assistance, if needed.

7f. Caltrans Active Transportation (CAT) Plan – Nephele noted that an email from Caltrans with links to information on the CAT Plan had been forwarded to TAC members yesterday.

Tasha shared information from Alexis Kelso, the project lead, who was unable to attend today’s meeting. She said the CAT Plan is a statewide effort to identify transportation improvements on, across, or parallel to the state highway system, and Caltrans District 1 is looking at the local network. The links provided include information on the existing conditions report, a partner survey, public survey, and opportunities for coordination.

Tasha reviewed upcoming tasks, and said Caltrans is working on adding the planning process schedule to the events calendar on the CAT website. She said the public survey is live and will be open until the end of the year for the gap analysis phase, and will function for another year or two until the end of the contract. Caltrans will send emails to community organizations across District 1 to get feedback and will be developing an official media tool kit to facilitate information sharing. She said the partner survey is specific to technical advisory groups and local agencies, and she asked members to take the partner survey and share with local agency staff.

Tasha summarized that Caltrans is offering to meet with community groups and will share information collected with MCOG. Caltrans is open to ideas for combining outreach (including tribal) and asked what MCOG is doing for outreach. Nephele said she has viewed the existing conditions report and has been participating on the Technical Advisory Group, along with other participants including representatives from Walk and Bike Mendocino, community members, and some elected officials. She encouraged members to take a look at the CAT plan and partner survey and share the public survey as appropriate, especially noting the importance of areas where the state highway is Main Street.

Nephele advised that MCOG will follow up with Caltrans staff on potential dates for combining outreach efforts, noting that this is a Caltrans Plan, not something for MCOG adoption.

8. Miscellaneous

8a. Next Meeting – November 18, 2020 (*if needed*).

Caltrans FY 2021/22 Sustainable Communities Planning Grants – Tasha reported the final draft grant guidelines for the FY 2021/22 Sustainable Communities grant program have been released for a 30-day comment period. The grant submittal deadline will be determined after comments are received, but will likely be in January 2021, with approvals in April/May and awards in June 2021.

California Transportation Plan 2050 – Tasha advised the CTP 2050 public comment period ends tomorrow, 10/22/20, and she has the link to the document and an email where comments can be submitted. The document can be found by typing/searching CTP 2050. She explained the Plan is a high-level document, similar to a giant RTP for the state. Nephele noted that while the RTP must be fiscally constrained, the CTP is does not have that requirement.

Mendocino Transit Authority – Jacob said MTA has an electric cutaway zero emissions vehicle (ZEV) from Diamond Motors, that MTA is trying out. He invited members to visit the vehicle, noting that it may be gone by tomorrow.

Local Road Safety Plans – Quarterly Reports – Alicia asked if local agencies need to include a report on the LRSPs in their quarterly OWP reports, and Loretta responded that MCOG staff is managing that OWP project and will prepare the quarterly report.

9. Adjournment – *approx. 11:00 a.m.*

Respectfully Submitted,

Loretta Ellard
Deputy Planner

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MENDOCINO COUNCIL OF GOVERNMENTS

Information # 2
MCOG Meeting
2/01/2021

MINUTES SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

November 16, 2020
Teleconference - Remote Zoom Meeting

MEMBERS PRESENT

Richard Baker, Willits Harrah Senior Center
Jill Rexrode, Redwood Coast Seniors
Laurie Hill, Redwood Coast Seniors (Alternate)
Heather Haydon (Alternate)
Jacob King, Mendocino Transit Authority
Dawn White, MTA (Alternate)
Sheila Keys, Redwood Coast Regional Center
(5 voting at this meeting)

MEMBERS ABSENT

Dena Eddings, Area Agency on Aging (Interim)
Kathy Sheehy, Ukiah Senior Center
Doris Sloan, Consolidated Tribal Health

MEMBER VACANCIES

Potential "handicapped" transit user
Potential transit user at least 60 years of age

STAFF PRESENT

Nephele Barrett, MCOG Executive Director
Janet Orth, MCOG Deputy Director / CFO
Loretta Ellard, MCOG Deputy Planner
Monica Galliani, MCOG Admin. Assistant

GUESTS & PUBLIC

Thomas Pogue, Consultant
Suleyma Vergara-Tapia, Consultant
Rachael McDavid, Ukiah Senior Center
Diana Clarke, Ukiah Senior Center volunteer
Molly Rosenthal, Coast Coordinator,
Healthy Mendocino
Saskia Burnett, Caltrans District 1
Tina Tyler O'Shea, County of Mendocino

1. Call to Order & Introductions. The meeting was called to order at 10:01 a.m. with Zoom participants identified.

2. Public Expression. None.

3. Minutes. The meeting minutes of May 26, 2020 were provided for information. No action was taken.

4. 2022 Regional Transportation Plan (RTP) Update. Loretta reported startup of the RTP update process, which will be due for adoption by MCOG in February 2022. It will be inclusive of all modes, such as the Active Transportation Plan (ATP), a tribal element, various projects and priorities. She invited all to participate. There will be surveys, public outreach and community engagement over the coming year. No action was taken, report item only.

5. Presentation: Draft Mendocino County Coordinated Public Transit-Human Services Transportation Plan – Discussion and comments on the draft plan. Nephele introduced MCOG's consultants: Thomas Pogue, Associate Director, and Suleyma Vergara-Tapia, research assistant and colleague, of the Center for Business & Policy Research (CBPR) at University of the Pacific. They are working on a five-year update of MCOG's Coordinated Plan (as it's called for short); an outreach draft was released for review and comment, posted in advance of this meeting at www.mendocinocog.org. The project is funded by the state as part of a larger

umbrella contract for several rural agencies. Thomas made a presentation of what the plan is meant to address, such as needs, priorities and strategies to be identified; COVID-19 issues; funding sources for projects; demand and demographics; gap analyses, ways of coordinating services, available resources, and related matters. Comments are requested by mid-December.

Discussion followed, often merging with the day's unmet transit needs workshop focus. Thomas asked for specifics of needs found in MCOG's records. A range of issues were brought up, including:

- Particular communities such as Brooktrails and remote communities like Covelo, Laytonville, Potter Valley where demand service is infeasible
- Service areas of senior center contracts with MTA
- Service to and from Sonoma County, the coast and inland
- Non-emergency medical transportation (NEMT) as raised recently by Howard Hospital for patients discharged when no transportation is available, likely true for other hospitals
- Volunteer driver programs for medical rides outside Mendocino County, as far as San Francisco; Ukiah Senior Center's program noted
- Transportation to jobs/employment, working shifts
- Bicycle racks as infrastructure issue, perhaps localized
- COVID impacts such as food delivery needs; how senior centers programs have morphed to accommodate expanded meal distribution, donations, volunteers, and coordination with other service agencies
- COVID impacts on MTA and seniors ridership, vulnerable clientele, protocols for minimizing exposure, prescreening and dispatch, outreach with Public Health department
- Coordination of emergency evacuation for vulnerable populations, plans, information sharing, public relations, services and resources available.

In closing, details of participation in the online survey and submitting comments were clarified. Thanks were expressed and no action was taken.

6. Annual Review of SSTAC Membership. The membership roster was reviewed, noting three vacancies and two seats due to expire in April 2021. In discussion, updated information was provided concerning retirements and other changes; suggestions and agreements were made for filling positions. Those who stepped up are much appreciated and will be appointed at MCOG's December board meeting on the Consent Calendar.

Recommendation:

By consensus, the SSTAC nominated the following for appointment and reappointment to the SSTAC:

- "Local social service provider for seniors" – *reappoint Richard Baker, Willits Seniors, Inc. through April 2024*
- "Local social service provider for seniors that provides transportation" – *reappoint Jill Rexrode, Redwood Coast Seniors and Laurie Hill as Alternate through April 2024*
- "Local social service provider for the handicapped that provides transportation" – *appoint Rachael McDavid, Ukiah Senior Center and Kathy Sheehy as Alternate through April 2022*
- "Representative of local Consolidated Transportation Services Agency" – *appoint Dawn White, Mendocino Transit Authority and Luis Martinez as Alternate through April 2023*

7. 2021/22 Unmet Transit Needs Workshop and Recommendation – *Compile a list of Unmet Transit Needs and identify other transportation needs and potential solutions.* Janet introduced the annual process of identifying needs as detailed in her written staff report. Today's workshop is the first step of the funding cycle for the coming fiscal year. Discussion of unmet needs included the following. Monica typed identified needs on a shared screen for group viewing (in lieu of the usual white board). Many of the needs were covered in the earlier discussion under Agenda #5:

- Non-emergency medical transportation
- Restoration of Wednesday service for Ukiah Senior Center
- Brooktrails, Hopland and Potter Valley fixed-route service
- After-hours weekday and weekend door-through-door service for Willits seniors
- Restoration of MTA routes cut due to COVID
- Service for Covelo and Laytonville
- Mobility solutions for remote communities.

Nine new needs were recommended for the list. It was agreed to also recommend the five new needs from MTA's public outreach. Janet invited additional public testimony between now and the December public hearing.

Recommendation:

Upon motion by King, seconded by Keys, and carried unanimously on roll call vote (*5 Ayes – Baker, Rexrode, Haydon, King, Keys; 0 Noes, 3 Absent*), the SSTAC recommended submittal of the attached list of fourteen (14) Unmet Transit Needs as testimony for MCOG's public hearing.

8. Miscellaneous / Information / Announcements. The senior centers in Willits and Ukiah will host Thanksgiving dinners, this year as drive-by pickup meals due to COVID-19. Richard expected high turnout and hoped they would not run out of food.

9. Adjournment. The meeting was adjourned at 12:02 p.m..-

Submitted by Janet Orth, Deputy Director / CFO

Attached:

FY 2021/22 SSTAC Unmet Transit Needs recommendations



MENDOCINO COUNCIL OF GOVERNMENTS

FY 2021/22 Unmet Transit Needs
Recommended by
MCOG's Social Services Transportation Advisory Council

Identified at Annual SSTAC Workshop
(not in any order of priority)

November 16, 2020

Needs Identified by SSTAC:

1. Non-emergency medical transportation for patients discharged from hospitals during transit service off-hours
2. Wednesday service for Ukiah Senior Center
3. Brooktrails fixed-route service
4. Willits weekday door-through-door service after 4pm and weekend service
5. Restoration of COVID-related temporary service cuts
6. Fixed-route service to Hopland
7. Fixed-route service to Potter Valley
8. Service to Covelo and Laytonville
9. Mobility solutions for remote communities.

Needs Identified by Mendocino Transit Authority (MTA):

1. Full service the day after Thanksgiving holiday
2. Additional Ukiah-Hopland round trip
3. Research on clean mobility grants for bikes and scooters
4. Resumption of Route 65 service
5. Round-trip service from Ukiah to South Coast and from Ukiah to Fort Bragg/Mendocino

TOTAL of 14 Recommended Unmet Transit Needs