

# STAFF REPORT



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| <b>MEETING DATE:</b>  | <b>December 19, 2024</b>                                                                |
| <b>SUBJECT:</b>       | <b>Approve the Social Services Transportation Advisory Council (SSTAC) Appointments</b> |
| <b>AGENDA ITEM:</b>   | <b>13</b>                                                                               |
| <b>STAFF CONTACT:</b> | <b>Laurent Beauregard, Assistant Transportation Planner</b>                             |

## **SUMMARY:**

Transportation Development Act (TDA) statute requires the Shasta Regional Transportation Agency (SRTA) have a Social Services Transportation Advisory Council (SSTAC) to inform and advocate for the needs of the elderly, disabled, and transit-dependent populations. The SSTAC serves in an advisory capacity to the SRTA Board of Directors. The term for all SSTAC members expires December 31, 2024. Current members willing to continue their service, as well as new members, must be appointed to new three-year terms. An SSTAC fact sheet for membership recruitment is included as Attachment A.

## **STAFF RECOMMENDATION:**

It is recommended that the board of directors:

1. Appoint *thirteen* representatives to the SSTAC for three-year terms, from January 1, 2025, to December 31, 2027, per Attachment B;
2. Authorize the executive director to make modifications to the appointed positions; and
3. Authorize the executive director to appoint new applicants to vacant positions during the three-year term, consistent with SRTA's SSTAC Bylaws.

## **DISCUSSION:**

As a recipient of TDA funds, SRTA is required to have an SSTAC. The SSTAC advises the board of directors on the annual Unmet Transit Needs Process, helps facilitate coordination and consolidation of specialized transit service providers in the region, provides input on non-motorized connections to transit, and participates in other related matters. SSTAC meetings are held at least twice per year and are open to the public.

Initial appointments to the SSTAC require approval by the board of directors. Per TDA statute and the SSTAC bylaws, the SSTAC has at least nine members representing six categories (shown in Attachment B) covering the interests of citizens who are most likely to depend on public transit. Up to nine additional members are optional and may include representatives of individuals walking and/or biking to transit. The purpose of the nine additional members includes:

- Participating in the meetings and discussions to provide other community perspectives on public transportation;
- Serving as alternates for those statutory members unable to attend a meeting, in order to achieve a quorum; and
- Providing a candidate pool from which SSTAC statutory vacancies may be filled during the three-year term of appointments.

SRTA solicited community interest for SSTAC volunteers on SRTA's website, social media, and through direct outreach to various agencies. This attracted thirteen volunteers interested in serving. The SSTAC provides valuable input and SRTA staff appreciates the SSTAC representatives' service, as well as the willingness of multiple existing representatives to continue to volunteer.

The thirteen candidates highlighted in Attachment B are recommended for appointment to three-year terms, from January 1, 2025, to December 31, 2027. To date, this includes nine voting members, and up to nine additional members who can be appointed as voting members by the executive director if vacancies arise in the TDA-mandated categories they are qualified to fill. This distinction is immaterial in terms of participation since the need to vote is infrequent and consensus votes are customary. The additional members are also able to substitute for missing statutory members when the need for a quorum arises. The additional members are always welcomed and encouraged to provide information and feedback and participate within meeting discussions.

Staff will continue to conduct outreach efforts to fill the five vacant "additional members" positions. The executive director will appoint individuals to these positions, as qualified candidates become available for the remainder of the three-year term consistent with SSTAC bylaws. Approval of the recommended appointments will fill all statutorily required positions.

**ALTERNATIVES:**

The board of directors may approve an SSTAC with a different number of members. However, a minimum of nine members should be maintained in the six TDA-mandated categories shown in Attachment B. The board of directors may also modify representation on the recommended appointment list.

**OTHER AGENCY INVOLVEMENT:**

Various Social Service organizations were provided with the solicitation for SSTAC membership. /// *The Technical Advisory Committee (TAC) met on December 4, 2024, to review Staff's recommendations and vote on the matter. ///*

**FISCAL IMPACT:**

The appointment and selection of SSTAC members has no direct fiscal impact on SRTA or its partners. SSTAC members are non-paid volunteers.

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**Sean Tiedgen, AICP, Executive Director**

**Attachments:**

**A:** Membership Recruitment for SSTAC

**B:** SSTAC Membership Appointment Recommendation



# Membership Recruitment for The Social Services Transportation Advisory Council (SSTAC)

**Summary:** The Social Services Transportation Advisory Council (SSTAC) focuses on improving transportation services for individuals who rely on social services, such as low-income individuals, seniors, or people with disabilities. The Shasta Regional Transportation Agency (SRTA) SSTAC meets at least twice per year to discuss and advise SRTA on transit needs and major transit issues in the Shasta Region (inclusive of all jurisdictions within the geographical boundary of Shasta County). The meetings consist of members from the public representing nine voting members and up to nine additional members appointed by SRTA. Anyone may participate in SSTAC meetings, and voting members primarily represent various groups of under-served transit users, as mandated by [Public Utilities Code §99238](#).

**Mission:** Review, recommend, and promote the development and improvement of accessible transportation services for underserved populations within the Shasta Region.

## Membership Participation:

1. Attend planned meetings
  - a. Meetings are at least twice a year, sometimes more. Meetings cannot take place without the majority of council members present.
2. Inform staff and regional transportation providers on the needs of transit dependent and transit disadvantaged populations
3. Identify unmet transit needs
4. Review and recommend action on unmet transit needs findings
5. Advise on major transportation issues, including the coordination and consolidation of regional transit.

SSTAC composition and conduct are subject to the provisions of [Public Utilities Code §99238](#) and SRTA's [SSTAC Bylaws](#)

## Voting Members:

SRTA obtains geographic and minority representation among SSTAC members through a broad representation of service providers and the public. Voting members serve three-year terms and may be reappointed. SSTAC representatives consist of the categories listed below.

## Categories of SSTAC Voting Membership

- (1) One representative of existing transit users who is 60 years of age or older.
- (2) One representative of potential transit users who is disabled.
- (3) Two representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists.
- (4) Two representatives of local social service providers for individuals with disabilities, including one representative of a social service transportation provider, if one exists.
- (5) One representative of a local social service provider for persons of limited means.
- (6) Two representatives from the local consolidated transportation service agency, if one exists, including one representative from an operator of the local consolidated transportation service agency, if one exists.
- (7) The transportation planning agency may appoint up to nine additional representatives, including representatives of residents walking, cycling, and/or rolling to/from transit, to participate at SSTAC meetings and serve as an alternate for any of the nine statutory members, if needed.

| Six Categories of TDA-Mandated Representation (9 Members)                                                                                                                                 |                                            |                                                                   |                                                                           |                                                                            |                                                                              |                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-------------------------------------------------------------------|---------------------------------------------------------------------------|----------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------------|
| Category 7 for Additional Representation                                                                                                                                                  |                                            |                                                                   |                                                                           |                                                                            |                                                                              |                                                              |
| Category 1                                                                                                                                                                                | Category 2                                 | Category 3                                                        | Category 4                                                                | Category 5                                                                 | Category 6                                                                   | Category 7                                                   |
| (1) Potential transit user who is 60 years of age or older                                                                                                                                | (1) Potential transit user who is disabled | (2) Representatives of local social service providers for seniors | (2) Representatives of local social service providers for the disabled    | (1) Representative of social service provider for persons of limited means | (2) Representative from the local consolidated transportation service agency | Additional members (up to 9)                                 |
| Pat Krieger (Citizen)                                                                                                                                                                     | Patrick Geagan (Citizen)                   | Transportation Provider                                           | Transportation Provider                                                   | Kary Carbone (United Way)                                                  | Administrator                                                                | Kelly Babcock (Caltrans D2 Transit Coordinator)              |
|                                                                                                                                                                                           |                                            | Alef Chavarria (DHCL) Hallie Fonseca (TransDev)                   |                                                                           |                                                                            | Staci Wadley (DHCL)                                                          | Christina Prosperi (Citizen)                                 |
|                                                                                                                                                                                           |                                            | Non-Transportation Provider                                       | Non-Transportation Provider                                               |                                                                            |                                                                              | John Andoh (RABA)                                            |
|                                                                                                                                                                                           |                                            | Denise Highfill (Shingletown Medical Center)                      | Wendy Longwell (Disability Action Center/ Diversability Advocacy Network) |                                                                            | Brody Wilbourn (DHCL)                                                        | Tamy Quigley (Caltrans D2 Office of Transportation Planning) |
| <b>KEY:</b><br>Categories 1-6 represent statutory SSTAC membership<br>Category 7 represents additional SSTAC membership who may step in for vacant statuory membership for SSTAC business |                                            |                                                                   |                                                                           |                                                                            |                                                                              | Vacant                                                       |
|                                                                                                                                                                                           |                                            |                                                                   |                                                                           |                                                                            |                                                                              | Vacant                                                       |
|                                                                                                                                                                                           |                                            |                                                                   |                                                                           |                                                                            |                                                                              | Vacant                                                       |
|                                                                                                                                                                                           |                                            |                                                                   |                                                                           |                                                                            |                                                                              | Vacant                                                       |
|                                                                                                                                                                                           |                                            |                                                                   |                                                                           |                                                                            |                                                                              | Vacant                                                       |