

# Napa Valley Transportation Authority

625 Burnell Street  
Napa, CA 94559

## Meeting Minutes - Final Paratransit Coordinating Council (PCC)

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Thursday, May 2, 2024

10:00 AM

JoAnn Busenbark Board Room

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### 1. Call To Order

Chair Sweigert called the meeting to order at 10:00 a.m.

### 2. Roll Call

**Present:** 5 - Tom Collette  
Ellen Sweigert  
Devereaux Smith  
Lisa DeRose-Hernandez  
Lisa DeRose-Hernandez

**Absent:** 1 - Jeannie Smith

### 3. Public Comment

Public comment provided by TC Hulsey.

### 4. Committee Member Comments

Chair Sweigert provided an update on the Napa team for the upcoming Special Olympics, and echoed TC Hulsey's comments on the Month of Movement/Locomotion.

Deveraux Smith provided a recap of the most recent board meeting and the Vine Bus Maintenance Facility ribbon cutting.

### 5. Staff Comments

Diana Meehan reported that staff held a kick-off meeting for the Accessible Transportation Needs Assessment with the new consultant. She will provide updates to PCC throughout the process.

Dexter Cypress reported staff are working on three informational videos for Vine and VineGo and plan to provide a preview at the July meeting.

## 6. CONSENT AGENDA

### 6.1 March 7, 2024 Paratransit Coordinating Council (PCC) Minutes (Kathy Alexander) (Pages 7-8)

MOTION by COLLETTE, SECOND by D. SMITH to APPROVE the March 7, 2024 Paratransit Coordinating Council meeting minutes. Motion passed unanimously.

## 7. REGULAR AGENDA ITEMS

### 7.1 Metropolitan Transportation Commission (MTC) Transformation Action Plan Action 25: Paratransit Eligibility Draft Report (Drennen Shelton) (Pages 9-53)

Drennen Shelton from the Metropolitan Transportation Commission (MTC) provided an overview of MTC's Transformation Action Plan Action# 25: Paratransit Eligibility Draft Report that included improving customer experience, quality of service, standardizing and streamlining the application and recertification processes. Ms. Shelton invited feedback from the Committee.

Member Smith commended the recommendations and expressed appreciation for the work on the report. She also requested that as our society moves toward handling a lot of processes online, to keep in mind that there is a large population that does not use or know how to use modern technology and to make paper options available when possible.

Diana Meehan asked about recertification for people with permanent disabilities.

Ms. Shelton responded that recertification for someone with a permanent disability will be more of a confirmation that they still need services, if any adjustments need to be made to the level of service and confirming all contact information is up to date. They will not need to go through the eligibility process again.

## 7.2 Vine Transit Update (Libby Payan) *(Pages 54-62)*

Libby Payan reported on Vine Transit operations for the third quarter of fiscal year 2023/2024.

## **8. FUTURE AGENDA ITEMS**

Tour of the Vine Maintenance Facility

## **9. ADJOURNMENT**

**9.1 The next regularly scheduled meeting for the NVTA Paratransit Coordinating Council is July 11, 2024 at 10:00 a.m.**

Meeting adjourned at 10:47 a.m.

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Kathy Alexander, Deputy Board Secretary