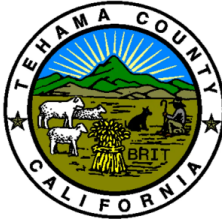


TEHAMA COUNTY SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)



Board Chambers

AGENDA FOR THURSDAY, APRIL 3, 2025

Chairman: Sharon Young, Vice Chairman: Desiree Oglesby
Terry Rapley, Greg Jones, Rob Burroughs

Vacant: Representative of the potential transit users who are 60 years or older

Vacant: Representative of the potential transit users who are handicapped

Vacant: Representative of the local social service providers for seniors

Vacant: Representative of the local social service providers for disabled

Vacant: Representative of a local consolidated transportation service agency
*Vacant positions do not impact meeting quorum

This meeting conforms to the Brown Act Open Meeting Requirements, in that actions and deliberations of the SSTAC created to conduct the people’s business are taken openly; and that the people remain fully informed about the conduct of its business. Any written materials related to an open session item on this agenda that are submitted to the Deputy County Clerk less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Transportation Commission, 1509 Schwab St., Red Bluff, CA. 96080.

- 1. Call to Order / Introductions / Pledge of Allegiance**
- 2. Public Comment**

This time is set aside for citizens to address this Council on any item of interest to the public that is within the subject matter jurisdiction of the SSTAC provided the matter is not on the agenda or pending before this Council. The Chair reserves the right to limit each speaker to three (3) minutes. Disclosure of the speaker’s identity is purely voluntary during the public comment period.

3. Announcement of Agenda Corrections**Regular Items**

1. **Approval of Minutes - Transportation Planning Aide Houghtby** [25-0528](#)
Attachments: [SSTAC Minutes 2-6-2025.pdf](#)
2. **Finance Briefing - Accountant II Jensen & Deputy Director Riske-Gomez** [25-0154](#)
3. **Swiftly Implementation Project: Deployment for TCTAB - Senior Transportation Planner Fox** [25-0157](#)
4. **Background and History of the Council - Deputy Director Riske-Gomez** [25-0152](#)
5. **Optional TRAX Facility Tour and Trolley Ride** [25-0153](#)

Items for Future Agendas**Closing Comments****Adjourn**

The County of Tehama does not discriminate on the basis of disability in admission to, access to, or operation of its buildings, facilities, programs, services, or activities. Questions, complaints, or requests for additional information regarding the Americans with Disabilities Act (ADA) may be forwarded to the County's ADA Coordinator: Tom Provine, County of Tehama, 727 Oak St., Red Bluff, CA 96080, Phone: (530) 527-4655. Individuals with disabilities who need auxiliary aids and/or services or other accommodations for effective communication in the County's programs and services are invited to make their needs and preferences known to the affected department or the ADA Coordinator. For aids or services needed for effective communication during Tehama County Transportation Commission meetings, please contact the ADA Coordinator prior to the day of the meeting. This notice is available in accessible alternate formats from the affected department or the ADA Coordinator.



Tehama County

Agenda Request Form

File #: 25-0528

Agenda Date: 4/3/2025

Agenda #: 1.

Approval of Minutes - Transportation Planning Aide Houghtby

Requested Action(s)

Waive the reading and approve the minutes from February 6, 2025, Tehama County Social Services Transportation Advisory Council (SSTAC) regular meeting.

Financial Impact:

None.

Background Information:

See attached minutes

Tehama County



Meeting Minutes

Thursday, February 6, 2025

3:00 PM

**Tehama County Transportation Commission
1509 Schwab St. Red Bluff CA. 96080**

Social Services Transportation Advisory Council (SSTAC)

This meeting conforms to the Brown Act Open Meeting Requirements, in that actions and deliberations of the SSTAC created to conduct the people's business are taken openly; and that the people remain fully informed about the conduct of its business. Any written materials related to an open session item on this agenda that are submitted to the Deputy County Clerk less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Transportation Commission, 1509 Schwab St., Red Bluff, CA. 96080.

Present Vice Chair Desiree Oglesby, Director Terry Rapley, and Chairperson Sharon Young
ABSENT Director Greg Jones, and Director Rob Burroughs

Chairman: Sharon Young, Vice Chairman: Vacant

Desiree Oglesby, Terry Rapley, Rob Burroughs, Greg Jones

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Standing Items

1. **Call to Order / Introductions / Pledge of Allegiance**

2. **Public Comment**

No Public Comment

3. **Announcement of Agenda Corrections**

Regular items #4, #5, #7 and #8 have been tabled for the next SSTAC regular meeting.

Regular Items

1. Election of Chair and Vice Chair for 2025 Calendar Year

In order to elect a Chair and Vice Chair, the Council must make the following motion:

a.) A motion to nominate and elect a Chair to serve for the calendar year of 2025.

b.) A motion to nominate and elect a Vice Chair to serve for the calendar year of 2025.

a.) A motion was made to nominate and elect Sharon Young as Chair to serve for the calendar year of 2025.

RESULT: APPROVE
MOVER: Desiree Oglesby
SECONDER: Terry Rapley

AYES: Vice Chair Oglesby, Director Rapley, and Chairperson Young

ABSENT: Director Jones, and Director Burroughs

b.) A motion was made to nominate and elect Desiree Oglesby as Vice Chair to serve for the calendar year of 2025.

RESULT: APPROVE
MOVER: Sharon Young
SECONDER: Terry Rapley

AYES: Vice Chair Oglesby, Director Rapley, and Chairperson Young

ABSENT: Director Jones, and Director Burroughs

2. Approval of Minutes - Transportation Planning Aide Houghtby

Waive the reading and approve the minutes from October 3, 2024, Tehama County Social Services Transportation Advisory Council (SSTAC) regular meeting.

RESULT: APPROVE
MOVER: Terry Rapley
SECONDER: Desiree Oglesby

AYES: Vice Chair Oglesby, Director Rapley, and Chairperson Young

ABSENT: Director Jones, and Director Burroughs

3. 2025 Meeting Schedule - Transportation Planning Aide Houghtby

Adopt the SSTAC regular meeting dates for 2025.

RESULT: ADOPT
MOVER: Desiree Oglesby
SECONDER: Terry Rapley

AYES: Vice Chair Oglesby, Director Rapley, and Chairperson Young

ABSENT: Director Jones, and Director Burroughs

6. Unmet Needs Recommendation - Senior Transportation Planner Fox

In accordance with the Transportation Development Act, the SSTAC will recommend one of the three findings to the Tehama County Transit Agency Board:

- i. There are no unmet transit needs.
- ii. There are no unmet transit needs that are reasonable to meet.
- iii. There are unmet transit needs, including needs that are reasonable to meet.

A motion was made to include the 2024 Unmet Needs into the current 2025 Unmet Needs findings.

RESULT: ADOPT

MOVER: Desiree Oglesby

SECONDER: Terry Rapley

AYES: Vice Chair Oglesby, Director Rapley, and Chairperson Young

ABSENT: Director Jones, and Director Burroughs

A motion was made to approve the recommendation of one of the three findings to the Tehama County Transit Agency Board:

- iii. There are unmet transit needs, including needs that are reasonable to meet.

RESULT: APPROVE

MOVER: Desiree Oglesby

SECONDER: Terry Rapley

AYES: Vice Chair Oglesby, Director Rapley, and Chairperson Young

ABSENT: Director Jones, and Director Burroughs

9. Items for Future Agendas

Items tabled will be brought forward at the next scheduled regular SSTAC meeting.

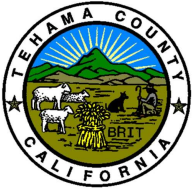
10. Closing Comments

Director Oglesby - How can we reach out to the public better? We would like to see more in person surveys provided to the public.

11. Adjourn

With no further business, the meeting was adjourned at 3:51 PM.

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Tehama County

Agenda Request Form

File #: 25-0154

Agenda Date: 4/3/2025

Agenda #: 2.

Finance Briefing - Accountant II Jensen & Deputy Director Riske-Gomez

Requested Action(s)

Informational briefing on the funding revenue streams that support the transit programs for the Tehama County Transit Agency Board.

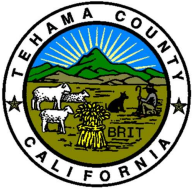
Financial Impact:

None.

Background Information:

To support the effective participation of newly appointed members of the Social Services Transportation Advisory Council (SSTAC), this briefing will provide an overview of the council's financial framework, including funding sources, budget allocations, and the role of the Transportation Development Act (TDA) in transit funding.

This orientation aims to enhance members' understanding of fiscal responsibilities, funding constraints, and opportunities for service coordination, enabling informed recommendations on unmet transit needs and transit service improvements.



Tehama County

Agenda Request Form

File #: 25-0157

Agenda Date: 4/3/2025

Agenda #: 3.

Swiftly Implementation Project: Deployment for TCTAB - Senior Transportation Planner Fox

Requested Action(s)

Informational Presentation Regarding Automation Applications for TRAX by Senior Transportation Planner Ashley Fox.

Financial Impact:

None

Background Information:

Swiftly Implementation Project: Deployment for TRAX

The Swiftly implementation project for the Tehama County Transit Agency Board (TCTAB) was completed, delivering a modernized, real-time transit management system that enhanced operational efficiency and improved passenger experience.

This multi-phase project integrated tracking, data management, and communication tools into TCTAB's TRAX transit operations.

Project Execution & Key Achievements:

Project Coordination & Management

- Swiftly's Implementation Manager, Solutions Architect, and Customer Success Manager collaborated with TCTAB staff to ensure smooth execution.
- TCTAB's Project Sponsor and IT Support Representative facilitated internal coordination to ensure agency-wide alignment.

Major Implementation Milestones:

Phase 1: Project Kickoff & Technical Scoping

- Stakeholders were aligned, goals were set, and responsibilities were defined.
- A structured project timeline was established, ensuring accountability at every stage.

Phase 2: Data Integration

- TCTAB's GTFS static files were successfully integrated, enabling real-time route and schedule tracking.

Phase 3: Site Survey & Installation Planning

- A virtual fleet assessment was conducted, documenting installation needs and finalizing the Installation Design Document (IDD).

Phase 4: Hardware Procurement & Delivery

- All necessary onboard hardware, including tablets and tracking devices, was procured, configured, and delivered to TCTAB.

Phase 5: Hardware Installation

- All transit vehicles were equipped with real-time tracking devices, ensuring seamless GPS-based monitoring.

Phase 6: Onboard App Software Deployment & Training

- The Swiftly Onboard App was installed across all devices, and supervisors received training to guide drivers.

Phase 7: Swiftly Dashboard Training

- TCTAB staff received training on the Swiftly Dashboard, learning how to monitor live vehicle locations, analyze service performance, and issue real-time rider alerts.

Phase 8: Data Validation & Optimization

- Historical and real-time transit data were reviewed, ensuring high data accuracy for effective reporting.

Phase 9: Passenger-Facing Tools Configuration

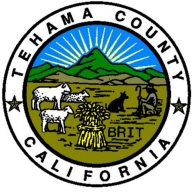
- Real-time arrival information was integrated into Google Maps, the Transit app, and Swiftly's Passenger Predictions Map, enhancing rider experience.

Phase 10: Project Graduation & Handover

- The implementation team transitioned support to Swiftly's Customer Success Team, ensuring ongoing optimization and long-term benefits for TCTAB.

Demonstration & Impact:

The new system demonstrates how TCTAB's transit network has been transformed. Riders can now access accurate, real-time bus information through multiple platforms, and agency staff have a dashboard for managing operations efficiently and proactively. This project highlights collaboration and technological advancement in modernizing transit for the community.



Tehama County

Agenda Request Form

File #: 25-0152

Agenda Date: 4/3/2025

Agenda #: 4.

Background and History of the Council - Deputy Director Riske-Gomez

Requested Action(s)

Informational presentation regarding the history, purpose, roles and responsibilities of Social Services Technical Advisory Council to the Tehama County Transit Agency Board.

Financial Impact:

None.

Background Information:

The Social Services Transportation Advisory Council (SSTAC) is a state-mandated advisory body established under the California Transportation Development Act (TDA) (Public Utilities Code § 99238).

SSTAC serves as an advisory group to the Tehama County Transit Agency Board (TCTAB) and plays a crucial role in identifying and addressing the transit needs of transit-dependent and transit-disadvantaged populations, including individuals with disabilities, seniors, and low-income residents.

SSTAC Responsibilities

As outlined in the Public Utilities Code (PUC) § 99238(c), the SSTAC is responsible for

- Identifying Unmet Transit Needs: SSTAC reviews public input on gaps in transit services and makes formal recommendations to the Tehama County Transportation Commission (TCTC) and TCTAB regarding necessary improvements.
- Coordinating Services: SSTAC helps streamline and integrate transportation services among different providers to maximize efficiency, save money, and avoid duplication
- Providing Advisory Input: The council offers guidance on specialized transit programs, accessibility enhancements, and other transportation-related issues affecting the mobility of disadvantaged populations.
- Holding Public Hearings: SSTAC facilitates public engagement by soliciting feedback from the community through public hearings, as required by TDA (PUC § 99238.5), to assess and document unmet transit needs.

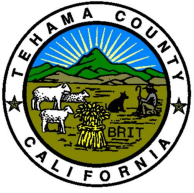
SSTAC Membership and Compliance with TDA

SSTAC is composed of representatives from transit user groups, social service organizations, and the general public, as required by PUC § 99238(a). Members are appointed by TCTAB and serve to ensure that transit services align with the evolving mobility needs of Tehama County residents.

As part of the TDA Unmet Transit Needs process, SSTAC's findings and recommendations are submitted to TCTC for evaluation. Per PUC § 99401.5, the Commission must determine whether the identified needs are "reasonable to meet" before allocating Local Transportation Funds (LTF) for non-transit purposes.

SSTAC meetings provide an opportunity for community members, stakeholders, and transit users to share input on how transit services can be improved. Residents are encouraged to attend meetings, participate in discussions, and provide direct feedback on transportation challenges.

For more information about SSTAC activities, meeting schedules, and opportunities for involvement, visit [TakeTrax.com <https://takeitrax.com/resources/sstac/>](https://takeitrax.com/resources/sstac/) or contact TCTAB staff directly.



Tehama County

Agenda Request Form

File #: 25-0153

Agenda Date: 4/3/2025

Agenda #: 5.

Optional TRAX Facility Tour and Trolley Ride

Requested Action(s)

This item is for informational purposes only. No further action is required.

Financial Impact:

None

Background Information:

Agency staff invite members of the Board, Counsel, and the public to an informational tour of the Tehama County Transit Agency and Tehama Rural Area eXpress facility. The tour will focus on the Phase I and Phase II construction closeout, followed by a route tour of the City of Red Bluff.