

Table of Contents

Agenda	2
ACTION: Minutes of the March 16, 2021 Regional Advisory Council Meeting	
MINUTES - Regional Advisory Council Meeting March 16 2021	4
INFORMATION: Coordinated Public Transit Human Services Transportation Plan (Coordinated Plan)	
MEMO - Coordinated Plan COMPASS	6
INFORMATION: Review of Regional Advisory Council Handbook - Bylaws, Practices and Procedures	
RAC Handbook Draft	7
Handbook Redline	24
INFORMATION: Building Accessible Capacity	
MEMO - Building Accessible Capacity	72
INFORMATION: Overview of Nonprofit Bus Pass Program	
Valley Regional Transit Fare Schedule	74
INFORMATION: Regional Pass Program Update	
MEMO - Regional Pass Program Update.	75
INFORMATION: Service Change Updates	
MEMO - Service Change Update RAC 4-20-2021	77
INFORMATION: Canyon County Rides 2 Wellness Update	
MEMO - Rides 2 Wellness Update	79
INFORMATION: Canyon County On-Demand Transit Update	
MEMO - On-Demand Transit Update	81
Vaccination Sites	84
INFORMATION: Department/Staff Reports	
REPORT - Executive Director.	85
REPORT - Operations Department.	88
REPORT - Development Department.	92
REPORT - Finance Department	95
REPORT - Bike Share and Programs and Marketing.	96
REPORT - Community Relations	99
REPORT - City Go	100
REPORT - Fleet Underwriting.	101

Regional Advisory Council Agenda

Tuesday, April 20, 2021

9:00 AM

Please join the meeting by following this link: https://www.valleyregionaltransit.org/RAC4_20_2021
or dial in at 469-965-2358 Conference ID: 251 449 299#

If you would prefer to attend in person, seating will be limited to accommodate social distancing. Face coverings are required. VRT Board Room – 700 NE 2nd Street – Meridian, Idaho

I. CALLING OF THE ROLL

Chair Walter Steed

- Welcome and Customer/Constituent Experiences
- Member and Committee Reports and Updates – Reports/Liaisons with Other Groups

The website for the ACHD ADA Advisory Committee is:

<http://www.achdidaho.org/Departments/Committees/ADA.aspx>

II. AGENDA ADDITIONS/CHANGES -

III. PUBLIC COMMENTS (Comments will be limited to no more than three (3) minutes.)

IV. CONSENT AGENDA

Items on the Consent Agenda are Action Items and will be enacted by one motion. There will be no separate discussion on these items unless a Regional Advisory Council Member requests the item be removed from the Consent Agenda and placed under Action Items.

A. ACTION: Minutes of the March 16, 2021 Regional Advisory Council Meeting 0 Pages 4-5

The Regional Advisory Council is asked to consider accepting the minutes of the March 16, 2021 RAC meeting.

V. ACTION ITEMS - None

VI. INFORMATION ITEMS

A. INFORMATION: Coordinated Public Transit Human Services Transportation Plan (Coordinated Plan) 0

Page 6

Rachel Haukkala

Rachel Haukkala, with COMPASS, will presented an update on the Coordinated Plan.

B. INFORMATION: Review of Regional Advisory Council Handbook - Bylaws, Practices and Procedures 0

Pages 7-71

Walter Steed

Walter Steed will lead a discussion regarding updates and possible changes to the RAC handbook, which includes the Bylaws and Practices and Procedures. Special attention to the section on member's absences will be discussed.

- C. **INFORMATION: Building Accessible Capacity** ☐ Pages 72-73 Leslie Pedrosa
Staff will provide an update on the Building Accessible Capacity work group.
- D. **INFORMATION: Overview of Nonprofit Bus Pass Program** ☐ Page 74 Leslie/Stephen
Staff will present an overview of Valley Regional Transit nonprofit bus pass program
- E. **INFORMATION: Regional Pass Program Update** ☐ Page 75-76 Eric Selekof
City Go staff, Eric Selekof, will provide an update to the Regional Advisory Council regarding the Regional Pass Program.
- F. **INFORMATION: Service Change Updates** ☐ Pages 77-78 Alissa Taysom
Staff will provide an update on coming services changes to the Regional Advisory Council.
- G. **INFORMATION: Canyon County Rides 2 Wellness Update** ☐ Pages 79-80 Leslie Pedrosa
Staff will present an update on the Canyon County Rides 2 Wellness expansion.
- H. **INFORMATION: Canyon County On-Demand Transit Update** ☐ Pages 81-84 Leslie Pedrosa
Staff will present an update on the on-demand transit in Canyon County.
- I. **INFORMATION: Best in Class Shelter Design Selection** Joe Guenther
Joe Guenther will provide a presentation on the selection of bus stop shelter designs for Best in Class Corridors, discussion on location, and renditions from the FY2021 Fairview and Main corridor project.
- J. **INFORMATION: Neighborhood Based Coordination Committee Update** Mary Beth Nutting
Mary Beth Nutting will provide an update on the Neighborhood Based Coordination Committee.
- K. **INFORMATION: Topics for Discussion** Walter Steed
Members of the Regional Advisory Council will have the opportunity to bring up topics they would like to be considered as a future agenda item.

VII. DEPARTMENT/STAFF REPORTS

- A. **INFORMATION: Department/Staff Reports** ☐ Pages 85-102 Staff
The most current department/staff reports were included in the packet for information.

VIII. ADJOURNMENT

☐ = Attachment

Agenda order is subject to change.

NEXT REGIONAL ADVISORY COUNCIL MEETING:

May 18, 2021

VRT Boardroom (Meeting will be done virtually)

700 NE 2nd Street

Meridian, ID 83642

For questions or comments regarding this agenda, please contact Kelli Badesheim at (208) 258-2712 or email kbadesheim@valleyregionaltransit.org

Arrangements for auxiliary aids and services necessary for effective communication for qualified persons with disabilities or language assistance requests need to be made as soon as possible, but no later than three working days before the scheduled meeting. Please contact Mark Carnopis, Community Relations Manager at 258-2702 if an auxiliary aid is needed.



Regional Advisory Council Minutes

Tuesday, March 16, 2021

9:00 AM

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS
Deborah Allen	Lisa Brady	Kelli Badesheim, VRT
Kelly Berg	Samantha Kenney	Jarred Blankenship, VRT
Susan Bradley	Terri Lindenberg	Mark Carnopis, VRT
Randy Johnson	Salome Mwangi	Paula Cromie, VRT
Jeremy Maxand		Jeannette Ezell, VRT
Mary Beth Nutting		Joe Guenther, VRT
Walter Steed		Rachel Haukkala, COMPASS
		Stephen Hunt, VRT
		Leslie Pedrosa, VRT
		Randy Reese
		Jill Reyes, VRT
		Eric Selekof, VRT
		Deeann Solis – Citizen
		Alissa Taysom - VRT

CALLING OF THE ROLL - Chair Walter Steed called the meeting to order at 9:02 with a quorum present.

AGENDA ADDITIONS/CHANGES - None

PUBLIC COMMENTS - None

CONSET AGENDA

Items on the consent agenda consisted of the following:

ACTION: Minutes from February 16, 2021 Regional Advisory Council Meeting

Jeremy Maxand moved to approve the consent agenda as presented; Randy Johnson seconded. The motion passed unanimously.

ACTION ITEMS - None

INFORMATION ITEMS

INFORMATION: Neighborhood Based Coordination Committee Update

Mary Beth Nutting provided an update of the activities of the Neighborhood Based Coordination Committee and led a discussion of the Walk and Talk Event plan, which is scheduled for June.

INFORMATION: Regional Planning and Prioritization Next Steps

Stephen Hunt presented how VRT will apply the regional planning and prioritization workshops to the FY2022 budget development, along with how projects will be rolled out moving forward.

INFORMATION: Building Accessible Capacity

Leslie Pedrosa provided an update on the Building Accessible Capacity work group.

INFORMATION: Canyon County Rides 2 Wellness Update

Leslie Pedrosa presented an update on the Canyon County Rides 2 Wellness expansion.

INFORMATION: Canyon County On-Demand Transit Update

Leslie Pedrosa presented an update on the on-demand transit in Canyon County. The PowerPoint presentation was sent to the RAC members following the meeting.

INFORMATION: Valley Regional Transit FY2020

Members had the opportunity to review the FY2020 Valley Regional Transit Fact sheet and provide comment.

INFORMATION: Topics for Discussion

Members of the Regional Advisory Council had the opportunity to bring up topics they would like to be considered as a future agenda item.

DEPARTMENT/STAFF REPORTS**INFORMATION: Department/Staff Reports**

The most current department/staff reports were included in the packet for information.

ADJOURNMENT – Susan Bradly moved to adjourn the meeting; Jeremy Maxand seconded. The meeting was adjourned at 10:30 a.m.

NEXT REGIONAL ADVISORY COUNCIL MEETING:

April 20, 2021

VRT Boardroom (Meeting will be done virtually)

700 NE 2nd Street

Meridian, ID 83642

Working together to plan for the future

REGIONAL ADVISORY COUNCIL

Date: April 20, 2021

Topic: Coordinated Public Transit-Human Services Transportation Plan

Request:

This is a discussion item only.

Summary:

At the January Regional Advisory Council meeting, Community Planning Association of Southwest Idaho (COMPASS) staff presented an introduction to the Coordinated Public Transit-Human Services Transportation Plan (or "Coordinated Plan") and proposed RAC involvement. The plan will identify transportation needs of individuals with disabilities, older adults, and people with low incomes, then provide strategies for meeting those needs and prioritize transportation services and programs for funding and implementation.

At the February RAC meeting, COMPASS staff led a discussion to identify customers, desired outcomes, and success measures for the plan. That discussion helped to build the foundation for this project.

To continue our work on the Coordinated Plan, COMPASS staff will lead a discussion with the RAC to identify existing transportation services and gaps in services for the target populations. We will also begin brainstorming strategies, activities, and projects to fill those gaps. Discussion questions will include the following:

1. What are the existing transportation services, programs, and providers that are most important for individuals with disabilities, older adults, and people with low incomes?
2. What improvements are needed in Ada and Canyon Counties to better serve those groups' transportation needs?
3. What transportation-related issues need better coordination in the region?

Prior to the meeting please take a few minutes to consider these questions in light of the information presented at past meetings, the packets are available at:

<https://www.valleyregionaltransit.org/about-us/oversight/>.

More Information:

- 1) For detailed information contact: Rachel Haukkala, Associate Planner, or rhaukkala@compassidaho.org.



**REGIONAL ADVISORY COUNCIL
HANDBOOK
2021**

www.valleyregionaltransit.org

Updated April 2021

TABLE OF CONTENTS

Regional Advisory Council Practices and Procedures

Statement of Purpose	Page 1
Vision Mission Value	Page 1
Regional Advisory Council Value Statements	Page 1
Membership Recruitment Process	Page 2
Mid-Term Recruitment Process	Page 2
Member Term and Reappointments	Page 2
Selection, Responsibilities and Removal of Officers	Page 3
Meeting	Page 3
Decision Making Process	Page 3
Issue Identification Process	Page 4
Member Resignation	Page 5
Agreement	Page 5

Regional Advisory Council Position Descriptions

Council Chair	Page 6
Vice-Chair	Page 6
Member	Page 6
Sub-Committee Chair	Page 6

ValleyConnect 2.0 Plan

Page 7

VRT Annual Activity Calendar

Page 8

Regional Advisory Council Bylaws

Page 9 - 12

Functional Organizational Chart

Page 13

Regional Advisory Council Members

Page 14

Regional Advisory Council Meeting Calendar

Page 15

For more information, visit:

- Valley Regional Website at: <https://valleyregionaltransit.org>
- Valley Regional Transit Board information, including list of members and Executive Board meeting calendars: <https://www.valleyregionaltransit.org/about-us/oversight/>

Regional Advisory Council

Practices and Procedures

Statement of Purpose

The Regional Advisory Council (RAC) is a standing committee of Valley Regional Transit (VRT). It provides a forum for customers, transportation and human service providers and advocates to share information and collaborate on mobility issues. Members of the RAC advise the Valley Regional Transit Board of Directors (VRT Board) on its transportation programs, services and policies, and disseminates mobility information to their constituents.

Vision and Mission

Vision Statement: We envision an accessible regional transportation system that is built upon meaningful stakeholder input and feedback.

Mission Statement: The Regional Advisory Council's mission is to use a customer-centered focus to ensure that VRT's policies, services, and outreach meet the mobility needs of the community.

The RAC Value Statements

These statements speak to the unique role within the RAC to support VRT guiding principles.

The RAC contributes to...

...community benefit by enhancing the ability of citizens to influence the development and prioritization of mobility choices.

...the public's investment by engaging voices key in the decision-making process.

...connectivity by focusing on customers need to have services easy to understand and easy to use.

...geographic equity by ensuring concerns of stakeholders, both rural and urban, are thoughtfully integrated into planning and delivery of mobility choices.

...high quality, customer service by placing concerns of the customer at the center of all our processes.

...being action-oriented by providing the appropriate sense of urgency to immediate improvements and longer-range planning efforts.

...teamwork by collaborating with stakeholders and sharing a willingness to improve how we work together for the benefit of our customers.

...open communication by encouraging positive communication and creating an environment where everyone's contribution to the region is acknowledged and respected.

Membership Recruitment Process

The membership is made up of customers, providers, and advocates. Two-thirds (2/3) of the membership will be from Ada County and one-third (1/3) of the membership will come from Canyon County. Members will be selected to represent a balance of interests in policy, services/programs, and outreach.

Members will be recruited in the following way:

1. Public Notice
 - a. Notices posted on VRT's vehicles, buildings, website, and social media
 - b. Email notices to agencies, partners, and advocate organizations throughout the region
2. Executive Assistant emails RAC application and RAC Practices and Procedures document to prospective members.
3. Interested applicants complete the RAC application and sign the Practices and Procedures document, returning the documents to the Executive Assistant.
4. Applications are reviewed and accepted by the RAC Chair and Vice-chair and the VRT Executive Director. Applications are emailed to RAC members for a two-week comment period.
5. If no objections are received after the two-week comment period ends, the applicants' names are placed on the VRT's Executive Board Consent Agenda for approval.

Mid-term Member Recruitment Process

When an RAC member leaves the Regional Advisory Council mid-term, the process is to take recommendations and follow the Membership Process as noted above #2 - #5.

Member Term and Reappointments

Terms are the mechanism to establish continuity and staggered so that no more than one-third of the membership terms are set to expire in any given year. There are no limits on the number of terms an RAC member may serve.

1. Members are selected for three-year terms.
2. Staff will notify everyone with expiring terms one month before the member's term expires.
3. Members whose term is expiring must submit a request for reappointment to the chair before the next regularly scheduled RAC meeting.
4. New members appointed to complete the term of an RAC members who resign before their terms expire, will finish the remainder of that term and then would follow the reappointment process for the expiring term.

Selection, Responsibilities and Removal of Officers

Selection

At the annual organizational meeting, RAC officers are elected by the RAC in even numbered years to serve two-year terms.

Responsibilities

- The *chair* is responsible for reviewing and approving the agenda.
- The *chair* is also responsible to conduct the RAC meetings.
- The *vice-chair* is responsible to fill the roles of the chair when the chair is not available.
- Both the *chair and vice-chair* are responsible to review applications and select candidates for the open positions.

Removal of Officers

Officers can be removed by a majority vote of the RAC. In the event of an officer position being vacated mid-term, the RAC will hold an election to fill the position at the next regularly scheduled RAC meeting.

Meetings

RAC meetings will be held the third Tuesday of each month except for November, July and August. A joint meeting with the Board of Directors will be on the first Monday of the month of November. Agendas will be prepared in advance and approved by chair. Packets will be provided to the members at least one week in advance. The chair will conduct each meeting according to Roberts Rules of Order. The chair can use his/her discretion to adjust the agenda as needed. All meetings are subject to open meeting laws and are open to the public. For voting purposes, a quorum will consist of a majority of qualified members. Open positions on the RAC do not count toward a quorum.

The agenda consists of the following categories: Consent; Public Comment (for items that may not be on agenda); Action; and Information. The chair has the discretion to allow for public comment on any item on the agenda.

Decision-making Process

The RAC is an advisory council and offers recommendations to the VRT Executive Board and VRT Board on a variety of topics including: Transportation Service Coordination Plan; project and funding prioritization; and program and service planning and policies pertaining to target populations represented on the council.

Items on the agenda requiring an advisory recommendation from the RAC to the VRT Executive Board or VRT Board will be placed in the Action section of the agenda.

Discussions are subject to Robert's Rules of Order and all discussions and motions go through the chair. Motions must be clearly stated by the maker of the motion and seconded in order for the RAC to act on the motion. A majority decision is the final action.

Issue Identification Process

The RAC members are encouraged to submit issues regarding the services, programs or policies to the attention of the RAC during discussion during RAC meetings or by reaching out to the RAC chair, vice-chair, VRT Executive Director or executive assistant. Issues will be reviewed and considered for further action by the RAC at their regularly scheduled meetings. The issues brought forth will be forwarded to the staff with regular updates to the RAC on the disposition of issues.

When bringing up an issue or concern, consider the following:

1. What is the issue and what are your observations?
2. What is the geographic area affected?
3. Is the issue related to ADA or Title VI?
4. Who is affected?
5. What individuals/organizations need to be involved?
6. What population, groups or organizations should we seek input from?
7. Is this a short, medium or long-term issue?
8. What does success on this issue look like?

The process for the RAC making recommendations to the VRT Executive Board is as follows:

1. *Education/Information*

- a. Define the scope of issue to be addressed
- b. Educate the members on the issue and potential resolutions for exploration
- c. Possibly form subcommittee depending on complexity of the issue(s)

2. *Constituency Outreach and Communication*

The RAC members represent targeted constituencies interests in the decision-making process. The RAC members are responsible to inform and seek input on issues being discussed in program and policy development as well as in the decision-making process. RAC members will be notified by email or in meeting updates regarding progress on project development, changes in services, and/or other topics relevant to the constituents represented on RAC.

3. *Consultation*

The consultation phase offers an opportunity for staff to incorporate RAC comments into the final recommendation. This phase occurs after input from legal or other technical experts

into the process. The discussion in the consultation phase may necessitate the issue being sent back through the research phase or the subcommittee for further evaluation or analysis.

- a. Staff presents on findings pertaining to issue.
- b. Staff provides a draft recommended action for consideration of the VRT Board with any necessary internal review (legal, executive team).
- c. RAC members provide comments, input, and suggestions on the proposed recommendation.

4. *Advisory Recommendation*

Staff provides a final recommended action for consideration of the VRT Board to the RAC members. The members discuss and vote on the final advisory recommendation to the VRT Board. The majority action of the RAC will be the official recommendation to the VRT Board.

In order to provide for complete consideration of the recommendation, alternative recommendations can be offered by staff and/or one or more members of the RAC. The alternative recommendation will be presented in the packet for the VRT Board with an explanation of who is offering the alternative recommendation and the reason for its consideration.

5. *Communication with Staff*

Individual RAC members and VRT staff work closely on a wide variety of topics. The ultimate responsibility for directing time and work will be initiated by the VRT Executive Director.

Member Resignation

Members may resign prior to the termination of their appointment to the RAC. Members who need to resign must provide the resignation in writing to the chair. Vacant positions are filled in the same manner as described in the member recruitment process above.

Agreement

My signature below indicates I have read the above Practices and Procedures and agree to follow them in my capacity as a member of the Regional Advisory Council.

Signature: _____

Printed Name: _____

Date: _____

Regional Advisory Council Position Descriptions

RAC Chair

1. Is a member of the RAC
2. Represents RAC to VRT Executive Board and Board
3. Partners with VRT staff in achieving the RAC's mission
4. Provides leadership to the RAC's members
5. Chairs meetings of the RAC and assists in the development of meeting agenda
6. Encourages RAC membership participation in strategic planning
7. Forms and seeks volunteers for committees
8. May serve ex-officio as a member of committees and attends their meetings
9. Confers with the Executive Director on RAC issues
10. Helps guide and mediate RAC decision-making processes with respect to the Council's priorities
11. Evaluates annually the performance of RAC in achieving its mission
12. Works with vice-chair to review applications and select candidates for the open positions

RAC Vice-Chair

1. Is a member of the RAC
2. Performs Chair responsibilities when the Chair cannot be available (see Chair position description above)
3. Reports to the RAC Chair
4. Works closely with the Chair and VRT Executive Director or his/her designee
5. Performs other responsibilities as assigned by the RAC Chair
6. Works with chair to review applications and select candidates for the open positions

RAC Member

1. Regularly attends RAC meetings
2. May serve and attend separate committee meetings
3. Makes serious commitment to participate actively in committee work
4. Volunteers for and willingly accepts assignments and completes them thoroughly and on time
5. Stays informed about RAC matters, prepares for meetings, and reviews and comments on minutes and reports
6. Maintains two-way communication between VRT and constituents/customers of VRT programs and services
7. Gets to know other RAC members and builds a collegial working relationship that contributes to consensus
8. Is an active participant in the RAC annual work program

Sub-Committee Chair

1. Is a member of the RAC

2. Sets positive tone for the committee work
3. Ensures that members have the information needed to do their work
4. Oversees the logistics of committee's operations
5. Reports to the RAC Chair
6. Reports to the full RAC on committee's decisions/recommendations
7. Works closely with the VRT staff to perform committee work
8. Assigns work to the committee members, sets the agenda and runs the meetings, and ensures distribution of meeting minutes
9. Initiates and leads the committee's recommendations

ValleyConnect 2.0 Plan

The original ValleyConnect plan was approved by the Valley Regional Transit (VRT) Board of Directors at the August 17, 2011 meeting.

Valley Regional Transit updated VRT's six-year capital and service plan, which is now called ValleyConnect 2.0 Plan. The update coordinates with the COMPASS Communities in Motion update and reflects the region's goals and objectives for public transit.

ValleyConnect 2.0 will guide and help coordinate future Valley Regional Transit activities, and be used to help coordinate activities with stakeholders.

The updated six-year plan, ValleyConnect 2.0, went out for public comment and outreach during February and March 2018 and was approved by the VRT Board of Directors on April 2, 2018.

ValleyConnect 2.0 offers an expansion of services that would allow residents of Ada and Canyon counties to maintain the freedom to move and get more people to more places more often, even while the region continues to add more jobs, people, and opportunities.

This expansion of services include:

- Fixed-routes with coverage that is more frequent and has increased service hours;
- extending the reach of fixed routes by integrating all travel options, including bus, bike, car share, and ride hailing into a single, easy-to use approach;
- providing better transportation options, such as on-demand services, when traditional fixed-route service is not a viable option;
- the development and implementation of ride-sharing services, including Nite Ride and Lyft Transit Connection.

The ValleyConnect 2.0 Plan can be found at the following weblink:

<https://www.valleyregionaltransit.org/planning/valley-connect-2-0/>

VRT Annual Activity Calendar

(RAC Activities in Bold)

Month	Policy	Service/Program	Outreach
1 st Quarter October – December	• Close previous year financials • Complete previous year performance reports • Implement new fare rates (if approved in previous year) • Implement new policies (if approved in previous year) • Initiate project prioritization for next fiscal year and applications • Update topical areas • State, Federal, local issues identification and education	• Update ValleyConnect 2.0 (operations, capital, Intelligent Transportation Systems) • January service change staff work • Complete and review quarterly customer feedback report • Evaluate previous year service performance	• Conduct community partners open house with Regional Advisory Council • Update contacts database • Initiate Communications Plan for new fiscal year • Complete Awareness/Education campaign on upcoming service/program changes
2 nd Quarter January – March	• Budget carryforwards from previous fiscal year • Evaluate budget trends • Develop/research policies for VRT Board consideration • Complete project prioritization for next fiscal year and applications • Update Preliminary Transportation Improvement Program (TIP) • Develop Unified Planning and Work Program (UPWP) priorities • Monthly financial reports • Quarterly performance measures	• Implement service changes • Initiate evaluation of next year service changes • Initiate service/program planning for next year • Complete and review quarterly comment/complaint report	• Follow-up with target customers and contacts on results from service/program implementation to collect feedback • Complete annual customer/community survey (alternating years)

3rd Quarter April – June	• Prepare next fiscal year budget • Seek feedback on new policies being considered by VRT Board • Monthly financial reports • Quarterly performance measures	• Complete Title VI analysis on service change proposals • Complete and review quarterly comment/complaint report • Finalize service changes • Secure appropriate funding for implementation	• Public input for any proposed service changes or program/service enhancements • Seek input from contacts and stakeholders on policy changes being considered by the board • Outreach to Local Jurisdictions on budget requests for next fiscal year
4th Quarter July – September	• Adopt next fiscal year budget • Set up next fiscal year projects and financials • Update Transit Asset Management Targets • Initiate policy review process for upcoming fiscal year • Complete approval process for new policies • Monthly financial reports • Quarterly performance measures	• Secure final approvals from VRT Board on service/program changes for next fiscal year. • Complete and review quarterly comment/complaint report	• RAC annual orientation and meeting • Communicate with stakeholders as needed. • Initiate awareness campaign for any upcoming changes to policies

REGIONAL ADVISORY COUNCIL BYLAWS

ARTICLE I

NAME AND PURPOSE

The name of this committee shall be the Regional Advisory Council (RAC) of Valley Regional Transit (VRT) (formerly the Regional Coordination Council). The RAC supports the VRT governance process by advising the Valley Regional Transit Board of Directors (VRT Board) through a forum for customers, transportation and human service providers and advocates centered on sharing information and collaborating on mobility issues.

ARTICLE II

COMPOSITION AND APPOINTMENTS

1. The members of the RAC shall be composed of key representatives from customers, providers, and advocates.
2. A quorum shall consist of the presence of a simple majority of the sum of the votes of qualified RAC members at the time of the meeting. Presence may be established by physical attendance at the meeting or by attendance via telephone, internet, or other remote technologies. All meetings must occur in a physical place to allow public attendance.
3. New members shall apply through an application process, with applications being reviewed and approved for nomination by RAC officers. Once approved by the RAC, a recommendation for appointment would be forwarded to the Executive Board for approval.
4. Members serve a term of three years. Members may serve more than one consecutive term.
5. Notice of open positions shall be posted on VRT website/social media and distributed to private, public and nonprofit organizations serving the region.
6. If a member has four (4) absences in any 12-month period, a "notice of member inactivity" will be sent to the member. An attempt will be made to encourage the member to attend meetings, but if the attempt is unsuccessful, the member will be removed from the Council and the application process will be followed to recruit a new member. The vote of the terminated member shall not be considered in determining a quorum.

ARTICLE III

DUTIES

1. The RAC shall have responsibility in the development and review of the Transportation Service Coordination Plan for Ada and Canyon counties. Recommendations concerning the coordination plan shall be submitted to the VRT Board for final action.
2. The RAC shall have responsibility in advising or recommending to the VRT Board prioritized projects for funding. Recommendations concerning the prioritization of projects shall be submitted to the VRT Board for final action.
3. The RAC shall have responsibility in the formulation and review of policies, services, and programs that affect the groups represented on the RAC. Advisory recommendations on policies, services, and programs shall be submitted to the VRT Board for final action.

ARTICLE IV

ORGANIZATION

1. Voting members of the RAC shall elect a chair and vice-chair at their September meeting every even numbered year. The chair and vice-chair can serve one or more subsequent terms.
2. The chair will be responsible to conduct the meetings. The vice-chair would conduct the meetings in the absence of the chair.
3. An officer can be removed by a majority vote of the RAC members.
4. In the event an officer resigns mid-term, the RAC members would vote for a new officer at the next regularly scheduled meeting.
5. VRT serves as the staff support for the RAC.
6. Subcommittees may be established by majority action of the RAC members.

ARTICLE V

MEETINGS

1. The RAC shall meet at regularly scheduled meetings every month except July and August.
2. The time and place of meetings shall be established by the RAC at a regularly scheduled meeting each year.
3. VRT staff shall give notice of all meetings to all members reasonably in advance of a called meeting. All meetings shall be open to the public.

ARTICLE VI

AMENDMENTS TO BY-LAWS

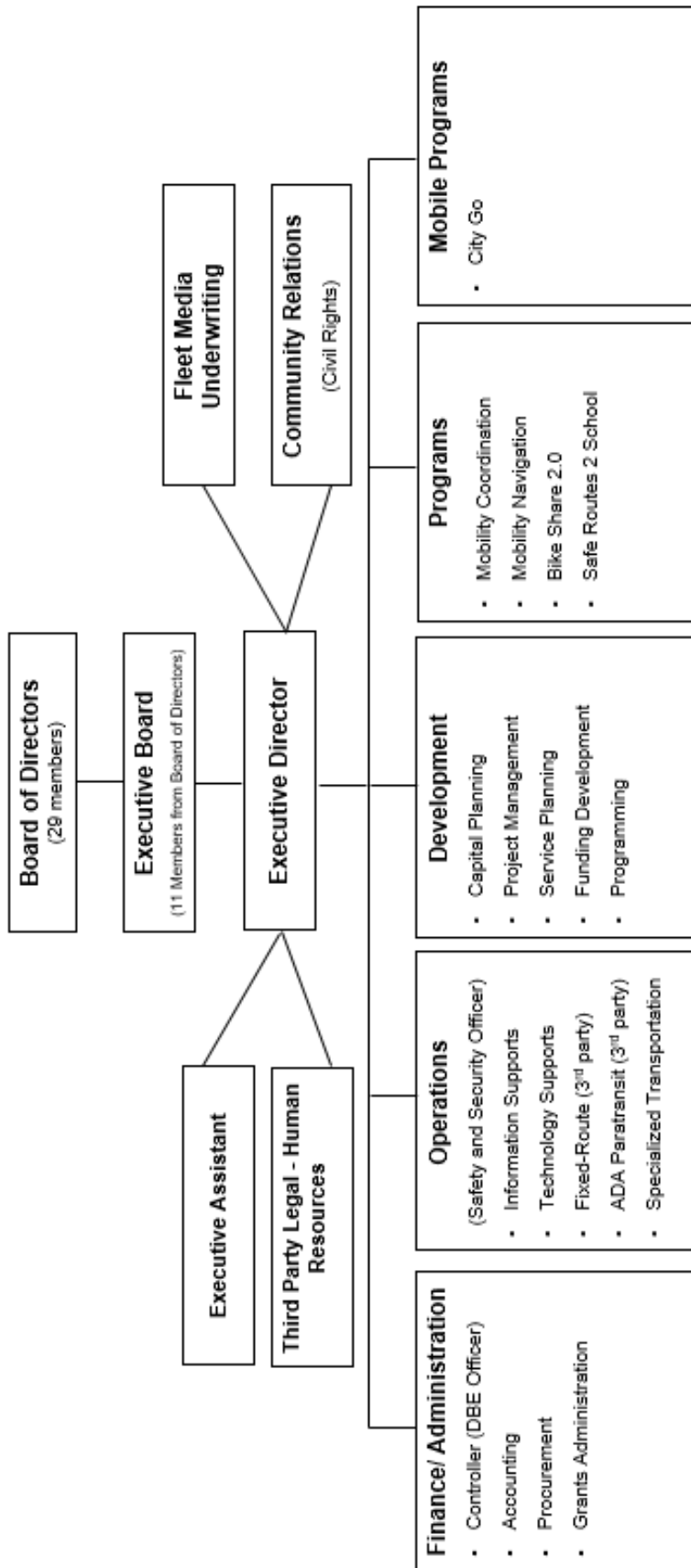
These Bylaws may be amended at any meeting of the VRT Board where a quorum has been established and by a majority vote of members present, provided at least thirty (30) day notice in writing to members of the VRT Board has been given of the intention to amend and specifying the proposed amendments.

ADOPTED the 5th day of November, 2018.

By: Jon Hansen 11/5/18
Chair of Valley Regional Transit Board Date

By: Kee Bodeshein 11/6/2018
Executive Director Date

Functional Organizational Chart



Standing Committees

Regional Advisory Council

REGIONAL ADVISORY COUNCIL

The Regional Advisory Council (RAC) is a standing committee of the Valley Regional Transit Board. It was developed to provide a forum for transportation and human service providers to share information and to collaborate on mobility issues. Members of the Council provide advice to VRT on its transportation programs and disseminate mobility information to their stakeholders. The RAC is charged with oversight of updates to the Transportation Service Coordination Plan.

Regional Advisory Council 2021 Members List (Updated 4-5-2021)

Members	E-mail	Phone
Deborah Allen	Deborah.allen@vr.idaho.gov	208-327-7411
Kelly Berg	kelly.berg@phd3.idaho.gov	208-455-5418
Susan Bradley	craftisue@hotmail.com susan.bradley@aging.idaho.gov	208-794-9431
Lisa Brady	lbrady@valleyregionaltransit.org	208-761-8507
Randy Johnson	Randyjohnson79@gmail.com	208-869-3902
Samantha Kenney	skenney@unitedwaytv.org	208-866-3493
Terri Lindenberg	terri@treasurevalleytransit.com	208-463-9111
Jeremy Maxand	jmaxand@lincidaho.org	208-391-8988 c 208-336-3335 w
Salome Mwangi	smwangi@idahorefugees.org	208-336-4222
Mary Beth Nutting – Vice Chair	yayasis@live.com	208-319-6968
Deeann Solis	Deeann.Solis@icbvi.idaho.gov	?
Walter Steed - Chair	wmsteed@aol.com	208-883-0123
Kelli Badesheim	kbadesheim@valleyregionaltransit.org	208-258-2712

Regional Advisory Council FY2021 Meeting Calendar

(Fiscal year runs from October 1 through September 30)
700 NE 2nd Street – Meridian, Idaho (Meetings will also take place virtually.)

Tuesday, October 20, 2020	9:00 a.m. to 11:00 a.m.
Monday, November 2, 2020	11:00 a.m. 1:00 p.m. (Joint meeting with the Executive Board)
Tuesday, December 15, 2020	9:00 a.m. to 11:00 a.m.
Tuesday, January 19, 2021	9:00 a.m. to 11:00 a.m.
Tuesday, February 16, 2021	9:00 a.m. to 11:00 a.m.
Tuesday, March 16, 2021	9:00 a.m. to 11:00 a.m.
Tuesday, April 20, 2021	9:00 a.m. to 11:00 a.m.
Tuesday, May 18, 2021	9:00 a.m. to 11:00 a.m.
Tuesday, June 15, 2021	9:00 a.m. to 11:00 a.m.

NO MEETING IN JULY

NO MEETING IN AUGUST

Tuesday, September 21, 2021	9:00 a.m. to 11:00 a.m. (Orientation meeting for FY 2022)
------------------------------------	---

New Fiscal Year Begins for 2022 October 1

Monday, October 19, 2021	9:00 a.m. to 11:00 a.m.
Tuesday, November 1, 2021	11:00 a.m. 1:00 p.m. (Joint meeting with the Executive Board)
Tuesday, December 21, 2021	9:00 a.m. to 11:00 a.m.



REGIONAL ADVISORY COUNCIL

HANDBOOK

2021~~2020~~

www.valleyregionaltransit.org

Updated ~~January 2020~~April 2021

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**VALLEY REGIONAL TRANSIT
REGIONAL ADVISORY COUNCIL (RAC) HANDBOOK**

TABLE OF CONTENTS

RAC Regional Advisory Council Practices and Procedures

Pages

Statement of Purpose	Page 1
Vision Mission Value	Page 1
Regional Advisory Council Value Statements	Page 1
Membership Recruitment Process	Page 2
Mid-Term Recruitment Process	Page 2
Member Term and Reappointments	Page 2
Selection, Responsibilities and Removal of Officers	Page 3
Meeting	Page 3
Decision Making Process	Page 3
Issue Identification Process	Page 4-7

Member Resignation	Page 5
Agreement	Page 5

Regional Advisory Council Position Descriptions

Council Chair	Page 6
Vice-Chair	Page 6
Member	Page 6
Sub-Committee Chair	Page 6

ValleyConnect 2.0 Plan (weblink)

Page 87

RAC Membership List	Page 10
RAC Meeting Dates	Page 11
RAC Graphic	Page 12
Grant Funding Sources	Pages 13-14

VRT Annual Activity Calendar (RAC Activities Highlighted)

Page 8

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APPENDIX

A. RAC Job Descriptions Pages 17-18

B. RAC By laws Pages 19-21

C. Topical Area Matrix **Regional Advisory Council Bylaws**

Page 229 - 12

D. RAC Issue Identification and Tracking Form Page 23

E. VRT **Functional Organizational Chart** Page 24-13F. VRT Board **Regional Advisory Council Members Listing**

25-14

Page

G. Executive Board Member Listing Page 26

H. VRT Board & Executive Board Meeting Dates 2019 and 2020 Pages 27-28

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Regional Advisory Council Meeting Calendar Page 15

For more information, visit:

- Valley Regional Website at: <https://valleyregionaltransit.org>
- Valley Regional Transit Board information, including list of members and Executive Board meeting calendars: <https://www.valleyregionaltransit.org/about-us/oversight/>

Regional Advisory Council Practices and Procedures

Statement of Purpose

The Regional Advisory Council (RAC) is a standing committee of Valley Regional Transit (VRT). It provides a forum for customers, transportation and human service providers and advocates to share information and collaborate on mobility issues. Members of the RAC advise the Valley Regional Transit Board of Directors (VRT Board) on its transportation programs, services and policies, and disseminatedissemminates mobility information to their constituents.

Vision and Mission Values

Vision Statement: We envision an accessible regional transportation system that is built upon meaningful stakeholder input and feedback.

Mission Statement: The Regional Advisory Council's mission is to use a customer-centered focus to ensure that VRT's policies, services, and outreach meet the mobility needs of the community.

The RAC Value Statements

The following are statements that were adapted from the broader VRT Guiding Principles. These statements are to speak to the unique role within the RAC to support theseVRT guiding principles.

The RAC contributes to...

...community benefit by enhancing the ability of citizens to influence the development and prioritization of mobility choices.

...the public's investment by engaging voices key in the decision-making process.

...connectivity by focusing on customers need to have services easy to understand and easy to use.

...geographic equity by ensuring concerns of stakeholders, both rural and urban, are thoughtfully integrated into planning and delivery of mobility choices.

...high quality, customer service by placing concerns of the customer at the center of all our processes.

...being action-oriented by providing the appropriate sense of urgency to immediate improvements and longer-range planning efforts.

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...**teamwork** by collaborating with stakeholders and sharing a willingness to improve how we work together for the benefit of our customers.

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~~...open communication~~ by encouraging positive communication and creating an environment where everyone's contribution to the region is acknowledged and respected.

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Membership Recruitment Process

The membership is made up of customers, providers, and advocates. - Two-thirds (2/3) of the membership will be from Ada County and one-third (1/3) of the membership will come from Canyon County. -Members will be selected to represent a balance of interests in policy, services/programs, and outreach.

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Members will be recruited in the following way:

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1. Public Notice
 - a. Notices posted on VRT's vehicles, buildings, website, and social media-
 - b. Email notices to agencies, partners, and advocate organizations throughout the region-
2. Executive Assistant emails RAC application and RAC Practices and Procedures document to prospective members.
3. Interested applicants complete the RAC application and sign the Practices and Procedures document, returning the documents to the Executive Assistant.
4. Applications are reviewed and accepted by the RAC Chair and Vice-chair and the VRT Executive Director. -Applications are emailed to RAC members for a two-week comment period.
5. If no objections are received after the two-week comment period ends, the applicants' names are placed on the VRT's Executive Board Consent Agenda for approval.

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Mid-term Member Recruitment Process

When an RAC member leaves the Regional Advisory Council mid-term, the process is to take recommendations and follow the Membership Process as noted above #2-# - #5.

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Member Term and Reappointments

Terms are the mechanism to establish continuity and staggered so that no more than one-third of the membership terms are set to expire in any given year. -There are no limits on the number of terms an RAC member may serve; ~~however, at the end of the term, members must notify the chair that they wish to renew their term.~~

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1. Members are selected for three-year terms.

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2. Staff will notify everyone with expiring terms one month before the member's term expires.
3. Members whose term is expiring must submit a request for reappointment to the chair before the next regularly scheduled RAC meeting.
- ~~4. Members can be reappointed after a completed term by a request to the chair.~~

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Regional Advisory Council Practices and Procedures Approved by RAC 09/18/18

5.4. New members appointed to complete the term of an RAC members who resign before their terms expire, will finish the remainder of that term and then would follow the reappointment process for the expiring term.

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Selection, Responsibilities and Removal of Officers

Selection

At the annual organizational meeting, RAC officers are elected by the RAC in even numbered years to serve two-year terms ~~at the annual organizational meeting.~~

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Responsibilities

- The chair is responsible for reviewing and approving the agenda.
- The chair is also responsible to conduct the RAC meetings.
- The vice-chair ~~fills~~ is responsible to fill the roles of the chair when the chair is not available.
- Both the chair and vice-chair are responsible to review applications and select candidates for the open positions. ~~The candidates are forwarded and approved by the Executive Board.~~

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Removal of Officers

Officers can be removed by a majority vote of the RAC. In the event of an officer position being vacated mid-term, the RAC will hold an election to fill the position at the next regularly scheduled RAC meeting.

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Meetings

RAC meetings will be held the third Tuesday of each month except for November, July and August. A ~~joint~~ joint meeting with the Board of Directors will be on the ~~1st~~ first Monday of the month of November. Agendas will be prepared in advance and approved by chair. Packets will be provided to the members at least one week in advance. The chair will conduct each meeting according to Roberts Rules of Order. The chair can use his/her discretion to adjust the agenda as needed. All meetings are subject to open meeting laws and are open to the public. ~~For the purpose of~~ voting purposes, a quorum will consist of a majority of qualified members. Open positions on the RAC do not count toward a quorum.

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The agenda consists of the following categories: Consent; Public Comment (for items that may not be on agenda); Action; and Information. -The chair has the discretion to allow for public comment on any item on the agenda.

Decision-making Process

The RAC is an advisory council and offers recommendations to the VRT Executive Board and VRT Board on a variety of topics including: Transportation Service Coordination Plan; ~~Project~~project and funding prioritization; and program and service planning and policies pertaining to target populations represented on the council.

Items on the agenda requiring an advisory recommendation from the RAC to the VRT Executive Board or VRT Board will be placed in the Action section of the agenda.

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Regional Advisory Council Practices and Procedures Approved by RAC 09/18/18

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Discussions are subject to Robert's Rules of Order and all discussions and motions go through the chair. -Motions must be clearly stated by the maker of the motion and seconded in order for the RAC to act on the motion. -A majority decision is the final action.

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Issue Identification Process

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The RAC members are encouraged to submit issues regarding the services, programs or policies to the attention of the RAC ~~through the Issue Identification form (Attached).~~ during discussion during RAC meetings or by reaching out to the RAC chair, vice-chair, VRT Executive Director or executive assistant. Issues will be reviewed and considered for further action by the RAC at their regularly scheduled meetings. ~~-The Issue Identification form is~~ issues brought forth will be forwarded to the staff with regular updates to the RAC on the disposition of issues.

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When bringing up an issue or concern, consider the following:

1. What is the issue and what are your observations?
2. What is the geographic area affected?
3. Is the issue related to ADA or Title VI?
4. Who is affected?
5. What individuals/organizations need to be involved?
6. What population, groups or organizations should we seek input from?
7. Is this a short, medium or long-term issue?
8. What does success on this issue look like?

The process for the RAC making recommendations to the VRT Executive Board is as follows:

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1. Education/Information

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- a. Define the scope of issue to be addressed-
- b. Educate the members on the issue and potential resolutions for exploration-
- c. Possibly form subcommittee depending on complexity of the issue(s)-~~1~~

2. Constituency Outreach and Communication

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_____ The RAC members represent targeted constituencies interests in the decision-making process.- The RAC members are responsible to inform and seek input on issues being discussed in program and policy development as well as in the decision-making process.

RAC members will be notified by email or in meeting updates regarding progress on project development, changes in services, and/or other topics relevant to the constituents represented on RAC.

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3. Consultation

The consultation phase offers an opportunity for staff to incorporate RAC comments into the final recommendation. -This phase occurs after input from legal or other technical experts

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into the process. - The discussion in the consultation phase may necessitate the issue being sent back through the research phase or the subcommittee for further evaluation or analysis.

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a. Staff presents on findings pertaining to issue.

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b. Staff provides a draft recommended action for consideration of the VRT Board with any

~~b.~~ necessary internal review (legal, executive team).

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c. RAC members provide comments, input, and suggestions on the proposed recommendation.

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4. Advisory Recommendation

Staff provides a final recommended action for consideration of the VRT Board to the RAC members. -The members discuss and vote on the final advisory recommendation to the VRT Board. -The majority action of the RAC will be the official recommendation to the VRT Board.

In order to provide for complete consideration of the recommendation, alternative recommendations can be offered by staff and/or one or more members of the RAC. The alternative recommendation will be presented in the packet for the VRT Board with an explanation of who is offering the alternative recommendation and the reason for its consideration.

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5. Communication with Staff

Individual RAC members and VRT staff work closely on a wide variety of topics. -The ultimate responsibility for directing time and work will be initiated by the VRT Executive Director.

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Member Resignation

Members may resign prior to the termination of their appointment to the RAC. -Members who need to resign must provide the resignation in writing to the chair. -Vacant positions are filled in the same manner as described in the member recruitment process above.

Agreement

My signature below indicates I have read the above Practices and Procedures and agree to follow them in my capacity as a member of the Regional Advisory Council.

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Signature: _____

Printed Name: _____

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Signature _____

Date _____

Date: _____

Regional Advisory Council

RAC-09/18/18

Practices and Procedures Approved by

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ValleyConnect 2.0 Plan

The original ValleyConnect plan was approved by the VRT Board of Directors at the August 17, 2011 meeting.

Valley Regional Transit (VRT) updated VRT's six year capital and service plan which is now called ValleyConnect 2.0 Plan. This update was coordinated with the Compass Communities In Motion update and reflects the region's goals and objectives for public transit. ValleyConnect 2.0 will guide future VRT activities and be used to help coordinate VRT activities with our stakeholders.

The updated six year plan, ValleyConnect 2.0, went out for public comment and outreach during February and March 2018 and was approved by the VRT Board of Directors on April 2, 2018.

ValleyConnect 2.0 offers an expansion of services that would allow residents of Ada and Canyon counties to maintain the freedom to move and get more people to more places more often, even while the region continues to add more jobs, people, and opportunities. This expansion of services includes more frequent routes, increases in service hours, and expanding the reach of fixed route transit by integrating all travel options, including bus, bike and care share, ride hailing, etc. into a single, easy to use approach.

The ValleyConnect 2.0 Plan can be found at the following weblink:

https://www.valleyregionaltransit.org/media/1415/valleyconnect2_apr18_final.pdf

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REGIONAL ADVISORY COUNCIL

The Regional Advisory Council (RAC) is a standing committee of the Valley Regional Transit Board. It was developed to provide a forum for transportation and human service providers to share information and to collaborate on mobility issues. Members of the Council provide advice to VRT on its transportation programs and disseminate mobility information to their stakeholders. The RAC is charged with oversight of updates to the Transportation Service Coordination Plan.

Regional Advisory Council 2018-2019 Members List (Updated 10/4/2019)

Members	E-mail	Phone
Deborah Allen Ex-officio Member	Deborah.allen@vr.idaho.gov	208-327-7411
Kelly Berg	kelly.berg@phd3.idaho.gov	208-455-5418
Susan Bradley	craftisue@hotmail.com	208-794-9431
Lisa Brady	Lisa.Brady@ymcatvidaho.org	208-344-5502 x291
Annette Harper	annetteharper1979@gmail.com	702-493-2810
Randy Johnson	Randyjohnson79@gmail.com	208-860-3902
Terri Lindenberg	terri@treasurevalleytransit.com	208-463-9111
Jason Madsen	jmadsen@icbvi.idaho.gov	208-639-8388
Jeremy Maxand	jmaxand@hotmail.com	208-391-8988
Salome Mwangi	smwangi@idahorefugees.org	208-336-4222
Mary Beth Nutting Ex-officio Member	yayasis@live.com	208-319-6368
Courtney Rosenkoetter	Courtney@rosenkoetter.com	208-871-3401
Eric Selekof, Chair	selekofe@slhs.org	208-381-4294
Tina Wilson	tina@westernallianceed.org	208-615-6083
Walter Steed	wmsteed@aol.com	208-883-0123

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Regional Advisory Council
FY2020 Meeting Calendar
 (Fiscal year runs from October 1 through September 30)
 VRT Administrative Offices—Board Room
 700 NE 2nd Street—Meridian, Idaho
 9:00 a.m. to 11:00 a.m.

~~Tuesday, September 17, 2019~~ Tuesday, September 17, 2019
 Orientation Meeting for FY2019 at 9:00 a.m.

~~Tuesday, October 15, 2019~~ 9:00 a.m. to 11:00 a.m.

~~Monday, November 4, 2019~~ 11:00 a.m. 1:00 p.m.
 (Joint meeting with the Executive Board)

~~Tuesday, December 17, 2019~~ 9:00 a.m. to 11:00 a.m.

~~Tuesday, January 21, 2020~~ 9:00 a.m. to 11:00 a.m.

~~Tuesday, February 18, 2020~~ 9:00 a.m. to 11:00 a.m.

~~Tuesday, March 17, 2020~~ 9:00 a.m. to 11:00 a.m.

~~Tuesday, April 21, 2020~~ 9:00 a.m. to 11:00 a.m.

~~Tuesday, May 19, 2020~~ 9:00 a.m. to 11:00 a.m.

~~Tuesday, June 16, 2020~~ 9:00 a.m. to 11:00 a.m.

NO MEETING IN JULY

NO MEETING IN AUGUST

~~Tuesday, September 15, 2020~~ 9:00 a.m. to 11:00 a.m.

(Orientation meeting for FY **2021**)

New Fiscal Year Begins for 2021 September 30

~~Monday, October 20, 2020~~ 9:00 a.m. to 11:00 a.m.

~~Tuesday, November 2, 2020~~ 11:00 a.m. 1:00 p.m.
 (Joint meeting with the Executive Board)

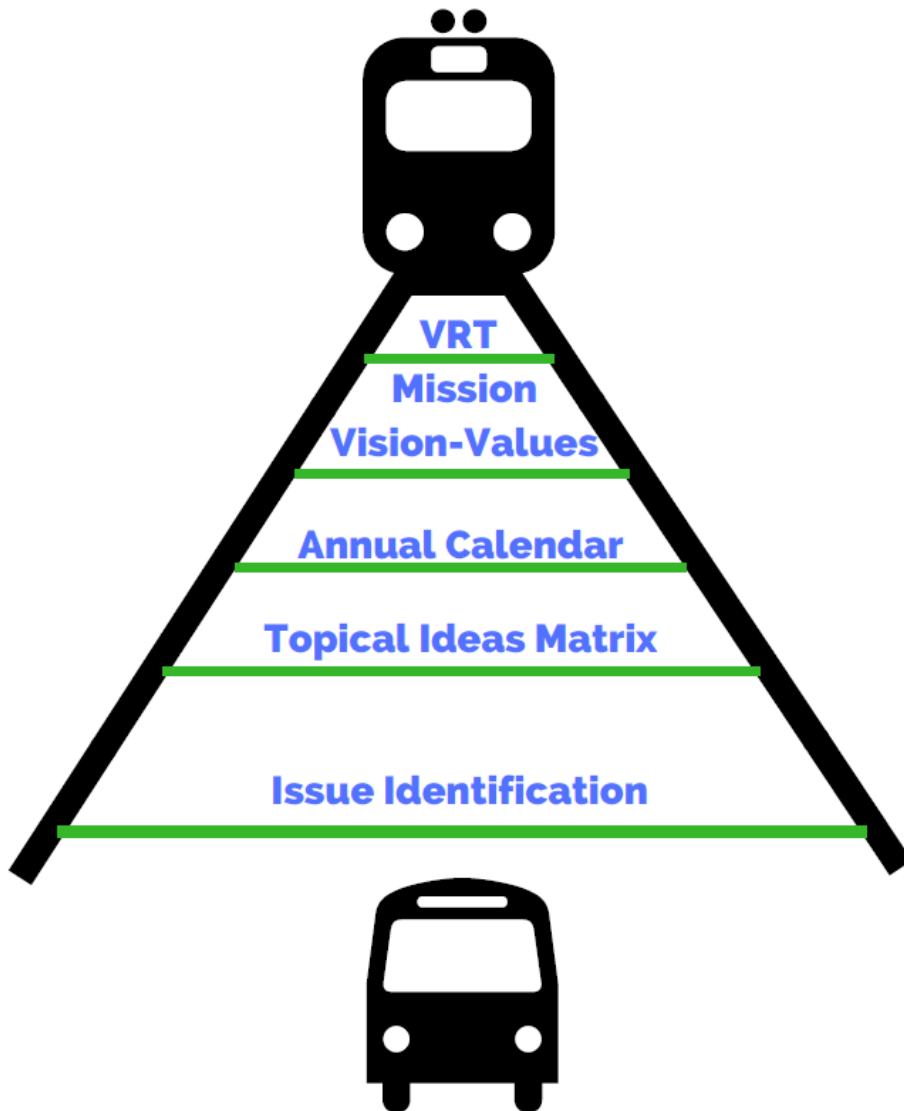
~~Tuesday, December 15, 2020~~ 9:00 a.m. to 11:00 a.m.

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NAME	NUMBER	AREA	RECIPIENT	PROCESS LEAD	DESCRIPTION	ELIGIBLE PROJECTS	FEDERAL /LOCAL
Formula Grants for Rural Areas	5311	Rural	ITD	FTA	Supporting public transportation in rural areas with population of less than 50,000.	Operating	50/50
						Maintenance	80/20
						Capital	80/20
						ADA	80/20
						Planning	80/20
Metropolitan & Statewide Planning and Nonmetropolitan Transportation Planning	5303	MPO	ITD	COMPASS	Develops transportation plans and programs, plan, design and evaluate all public transportation project, and conduct technical studies related to public transportation.	Planning	80/20
	5304	State	ITD	DTP			
	5305	Planning	ITD	DTP			
Rural Transit Assistance Program	5311	Rural	ITD	ITD	Training, technical assistance, research, and related support services in rural areas.	Training	100/0
Enhanced Mobility of Seniors and Individuals with Disabilities	5310	Large Urban	VRT	COMPASS	Improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options.	Capital	80/20
		Small Urban	ITD	MPO/DTP		Planning or Admin (up to 10%)	100/0
		Rural	ITD	ITD		Operations	50/50
		-	-	-		Acquisition of Service	80/20
		-	-	-		-	-
Urbanized Area Formula Program	5307	Small Urban	VRT	VRT	Supporting public transportation in areas with population of more than 50,000.	Operating (SU)	50/50
-	-	-	-	-		Operating (LU)	0/100
-	-	-	-	-		Maintenance	80/20
-	-	Large Urban	VRT	VRT		Capital	80/20
-	-	-	-	-		Capital Vehicles (ADA)	85/15
-	-	-	-	-		Planning	80/20
-	-	-	-	-		Administration	80/20
-	-	-	-	-		System Enhancements (1%)	80/20
-	-	-	-	-		-	-
Bus and Bus Facilities	5339	Large Urban	VRT	VRT	Formula grant program to provide funding to replace, rehabilitate and purchase buses and related equipment and construct bus-related facilities.	Capital	80/20
-	-	Small Urban	ITD	MPO/DTP	-	Capital	80/20
-	-	Rural	ITD	CTAI	-	Capital	80/20
Fixed Guideway Capital Investment Grant (CIG)	5309		Discretionary	FTA	Fixed Guideway Capital Investment Grants	Capital	80/20

*Maximum percentage of funding that can be spent in this category:

14

						PROJECTS	LOCAL
Fixed Guideway Capital Investment Grant (CIG) (New Starts and Small Starts)	5309	-	Discretionary	FTA	Construction of new or extensions to existing fixed guideway systems (New Starts). Capital projects less than \$100 million and total capital cost less than \$300 million (Small Starts).	Capital	80/20
Technical Assistance and Workforce Development	5314	-	Discretionary	FTA	Develop innovative products and services assisting transit agencies in better meeting the needs of their customers.	Research	80/20
Public Transportation Innovation (Research)	5312	-	Discretionary	FTA	To advance innovative public transportation research and development	Research	80/20
Bus Testing Facility	5318	-	Discretionary	FTA	FTA funded bus testing facility where all new models offered for purchase using FTA capital assistance are tested to determine if they meet performance standards for safety, structural integrity, reliability, performance, maintainability, emissions, noise and fuel economy.	Capital	80/20
Surface Transportation Program	STP	Urban Small Urban	COMPASS	COMPASS	Any Federal aid highway, including the NHS, bridge projects on any public road, transit capital projects, and intra-city and intercity bus terminals and facilities	Capital	93/7
Transportation Alternatives Program	TAP	Large Urban	COMPASS	COMPASS	Available for capital construction of transportation alternatives including off road paths, pathways and sidewalks, bike systems and infrastructure, historic preservation, landscape and environmental mitigation	Capital	93/7
		Small Urban	ITD/MPO	MPO/ITD			
		Statewide	ITD	ITD			
TIGER (USDOT)	-	-	Discretionary	FTA	Fosters innovative, multi-modal and multi-jurisdictional transportation projects that promise significant economic and environmental benefits to an entire metropolitan area, a region, or the nation.	Planning Capital	100/0 100/0
TIGGER Program	-	-	Discretionary	FTA	Implement new strategies for reducing greenhouse gas emissions and/or reduce energy use within transit operations.	Capital	100/0
Congestion Mitigation and Air Quality Improvement Program	CMAQ	Statewide	ITD	ITD	Available for capital, maintenance and some limited operations of systems that are in areas with air quality non-attainment exists	Capital Operations (with Limitations) Planning	93/7
Federal Lands Access Program	FLAP	-	ITD	ITD	Provides funds for projects on Federal Lands access transportation facilities that are located on or adjacent to, or that proved access to Federal lands.	Capital Operations (with Limitations) Planning	93/7

*Maximum percentage of funding that can be spent in this category.

VRT Annual Activity Calendar (NAC Activities in Bold)

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Month	Policy	Service/Program	Outreach
1st Quarter October November December	- Close previous year financials - Complete previous year performance reports - Implement new fare rates (if approved in previous year) - Implement new policies (if approved in previous year) - Initiate project prioritization for next fiscal year and applications - Update topical areas - State, Federal, local issues identification and education	- Update ValleyConnect 2.0 (operations, capital, Intelligent Transportation Systems) - January service change staff work - Complete and review quarterly customer feedback report - Evaluate previous year service performance	- Conduct community partners open house with Regional Advisory Council - Update contacts database - Initiate Communication Plan for new fiscal year - Complete Awareness/Education campaign on upcoming service/program changes

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2 nd Quarter January— March	• Budget carryforwards from previous fiscal year • Evaluate budget trends • Develop/research policies for VRT Board consideration • Complete project prioritization for next fiscal year and applications • Update Preliminary Transportation Improvement Program (TIP) • Develop Unified Planning and Work Program (UPWP) priorities • Monthly financial reports • Quarterly performance measures	• Implement service changes • Initiate evaluation of next year service changes • Initiate service/program planning for next year • Complete and review quarterly comment/complaint report	• Follow up with target customers and contacts on results from service/program implementation to collect feedback • Complete annual customer/community survey (alternating years)
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3rd Quarter April June	• Prepare next fiscal year budget • Seek feedback on new policies being considered by VRT Board • Monthly financial reports • Quarterly performance measures	• Complete Title VI analysis on service change proposals • Complete and review quarterly comment/complaint report • Finalize service changes • Secure appropriate funding for implementation	• Public input for any proposed service changes or program/service enhancements • Seek input from contacts and stakeholders on policy changes being considered by the board • Outreach to Local Jurisdictions on budget requests for next fiscal year

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4th Quarter July, August, September	• Adopt next fiscal year budget • Set up next fiscal year projects and financials • Update Transit Asset Management Targets • Initiate policy review process for upcoming fiscal year • Complete approval process for new policies • Monthly financial reports • Quarterly performance measures	• Secure final approvals from VRT Board on service/program changes for next fiscal year • Complete and review quarterly comment/complaint report	• RAC annual orientation and meeting • Communicate with stakeholders as needed • Initiate awareness campaign for any upcoming changes to policies
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Valley Regional Transit Regional Advisory Council (RAC) Position Descriptions

RAC Chair

1. Is a member of the RAC
2. Represents RAC to VRT Executive Board and Board
3. Partners with VRT staff in achieving the RAC's mission
4. Provides leadership to the RAC's members
5. Chairs meetings of the RAC and assists in the development of meeting agenda
6. Encourages RAC membership participation in strategic planning
7. Forms and seeks volunteers for committees
8. ~~Serves~~May serve ex-officio as a member of committees and attends their meetings ~~when invited~~
9. Confers with the Executive Director on RAC issues
10. Helps guide and mediate RAC decision-making processes with respect to the Council's priorities
11. Evaluates annually the performance of RAC in achieving its mission
12. Works with vice-chair to review applications and select candidates for the open positions

RAC Vice-Chair

1. Is a member of the RAC
2. Performs Chair responsibilities when the Chair cannot be available (see Chair position description above)
3. Reports to the RAC Chair
4. Works closely with the Chair and VRT Executive Director or his/her designee
5. Performs other responsibilities as assigned by the RAC Chair
6. Works with chair to review applications and select candidates for the open positions

RAC Member

1. Regularly attends RAC meetings
- ~~4.2.~~ May serve and ~~important related~~attend separate committee meetings
- ~~2.3.~~ Makes serious commitment to participate actively in committee work
- ~~3.4.~~ Volunteers for and willingly accepts assignments and completes them thoroughly and on time
- ~~4.5.~~ Stays informed about RAC matters, prepares ~~themselves well~~ for meetings, and reviews and comments on minutes and reports
- ~~5.6.~~ Maintains two-way communication between VRT and constituents/customers of VRT programs and services
- ~~6.7.~~ Gets to know other RAC members and builds a collegial working relationship that contributes to consensus
- ~~7.8.~~ Is an active participant in the RAC annual work program

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Sub-Committee Chair

1. Is a member of the RAC
2. Sets positive tone for the committee work
3. Ensures that members have the information needed to do their work
4. Oversees the logistics of committee's operations
5. Reports to the RAC Chair
6. Reports to the full RAC on committee's decisions/recommendations
7. Works closely with the VRT staff to perform committee work
8. Assigns work to the committee members, sets the agenda and runs the meetings, and ensures distribution of meeting minutes
9. Initiates and leads the committee's recommendations

ValleyConnect 2.0 Plan

The original ValleyConnect plan was approved by the Valley Regional Transit (VRT) Board of Directors at the August 17, 2011 meeting.

Valley Regional Transit updated VRT's six-year capital and service plan, which is now called ValleyConnect 2.0 Plan. The update coordinates with the COMPASS Communities in Motion update and reflects the region's goals and objectives for public transit.

ValleyConnect 2.0 will guide and help coordinate future Valley Regional Transit activities, and be used to help coordinate activities with stakeholders.

The updated six-year plan, ValleyConnect 2.0, went out for public comment and outreach during February and March 2018 and was approved by the VRT Board of Directors on April 2, 2018.

ValleyConnect 2.0 offers an expansion of services that would allow residents of Ada and Canyon counties to maintain the freedom to move and get more people to more places more often, even while the region continues to add more jobs, people, and opportunities.

This expansion of services include:

- Fixed-routes with coverage that is more frequent and has increased service hours;
- extending the reach of fixed routes by integrating all travel options, including bus, bike, car share, and ride hailing into a single, easy-to use approach;
- providing better transportation options, such as on-demand services, when traditional fixed-route service is not a viable option;
- the development and implementation of ride-sharing services, including Nite Ride and Lyft Transit Connection.

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The ValleyConnect 2.0 Plan can be found at the following weblink:

<https://www.valleyregionaltransit.org/planning/valley-connect-2-0/>

VRT Annual Activity Calendar

(RAC Activities in Bold)

Month	Policy	Service/Program	Outreach
1 st Quarter October – December	• Close previous year financials • Complete previous year performance reports • Implement new fare rates (if approved in previous year) • Implement new policies (if approved in previous year) • Initiate project prioritization for next fiscal year and applications • Update topical areas • State, Federal, local issues identification and education	• Update ValleyConnect 2.0 (operations, capital, Intelligent Transportation Systems) • January service change staff work • Complete and review quarterly customer feedback report • Evaluate previous year service performance	• Conduct community partners open house with Regional Advisory Council • Update contacts database • Initiate Communications Plan for new fiscal year • Complete Awareness/Education campaign on upcoming service/program changes

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<u>2nd Quarter</u> <u>January – March</u>	• <u>Budget carryforwards from previous fiscal year</u> • <u>Evaluate budget trends</u> • <u>Develop/research policies for VRT Board consideration</u> • <u>Complete project prioritization for next fiscal year and applications</u> • <u>Update Preliminary Transportation Improvement Program (TIP)</u> • <u>Develop Unified Planning and Work Program (UPWP) priorities</u> • <u>Monthly financial reports</u> • <u>Quarterly performance measures</u>	• <u>Implement service changes</u> • <u>Initiate evaluation of next year service changes</u> • <u>Initiate service/program planning for next year</u> • <u>Complete and review quarterly comment/complaint report</u>	• <u>Follow-up with target customers and contacts on results from service/program implementation to collect feedback</u> • <u>Complete annual customer/community survey (alternating years)</u>
<u>3rd Quarter</u> <u>April – June</u>	• <u>Prepare next fiscal year budget</u> • <u>Seek feedback on new policies being considered by VRT Board</u> • <u>Monthly financial reports</u> • <u>Quarterly performance measures</u>	• <u>Complete Title VI analysis on service change proposals</u> • <u>Complete and review quarterly comment/complaint report</u> • <u>Finalize service changes</u> • <u>Secure appropriate funding for implementation</u>	• <u>Public input for any proposed service changes or program/service enhancements</u> • <u>Seek input from contacts and stakeholders on policy changes being considered by the board</u> • <u>Outreach to Local Jurisdictions on budget requests for next fiscal year</u>

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4th Quarter July – September	• <u>Adopt next fiscal year budget</u> • <u>Set up next fiscal year projects and financials</u> • <u>Update Transit Asset Management Targets</u> • <u>Initiate policy review process for upcoming fiscal year</u> • <u>Complete approval process for new policies</u> • <u>Monthly financial reports</u> • <u>Quarterly performance measures</u>	• <u>Secure final approvals from VRT Board on service/program changes for next fiscal year.</u> • <u>Complete and review quarterly comment/complaint report</u>	• <u>RAC annual orientation and meeting</u> • <u>Communicate with stakeholders as needed.</u> • <u>Initiate awareness campaign for any upcoming changes to policies</u>
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REGIONAL ADVISORY COUNCIL

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BYLAWS

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ARTICLE I

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NAME AND PURPOSE

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The name of this committee shall be the Regional Advisory Council (RAC) of Valley Regional Transit (VRT) (formerly the Regional Coordination Council). The RAC supports the VRT governance process by advising the Valley Regional Transit Board of Directors (VRT Board) through a forum for customers, transportation and human service providers and advocates centered on sharing information and collaborating on mobility issues.

ARTICLE II

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COMPOSITION AND APPOINTMENTS

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~~1.~~ The members of the RAC shall be composed of key representatives from

~~1.~~ customers, providers, and advocates.

~~2.~~ ~~2.~~ A quorum shall consist of the presence of a simple majority of the sum of the votes of qualified RAC members at the time of the meeting. Presence may be established by physical attendance at the meeting or by attendance via telephone, internet, or other remote technologies. All meetings must occur in a physical place to allow public attendance.

~~3.~~ ~~3.~~ A representative New members shall ~~be appointed by the Valley Regional Transit Executive Board~~ apply through an application process. ~~The applicants will be, with applications being~~

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reviewed and approved for nomination by RAC officers. Once approved by the RAC ~~officers and the, a~~ recommendation for appointment would be forwarded to the Executive Board for approval.

~~4. 4.~~ Members serve a term of three years. Members may serve more than one consecutive term.

~~5. 5.~~ Notice of open positions shall be posted on VRT ~~services~~website/social media and distributed to ~~private~~, public and nonprofit organizations serving the region.

~~6. 6.~~ If a member has four (4) ~~successive unexcused~~ absences ~~a~~ "in any 12-month period, a "notice of member inactivity" will be sent to the member. ~~The VRT Board may seek another representative~~An attempt will be made to fill the position of encourage the member ~~with two unexcused absences to attend meetings, but if the attempt is unsuccessful, the member will be removed from the Council and the application process will be followed to recruit a new member.~~

The vote of the terminated member shall not be considered in determining a quorum.

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VRT-Regional-Advisory-Council-Bylaws
Date Adopted ~~11/05/18~~

10

ARTICLE III

DUTIES

1. ~~1.~~ The RAC shall have ~~major~~ responsibility in the development and review of the Transportation Service Coordination Plan for Ada and Canyon counties. Recommendations concerning the coordination plan shall be submitted to the VRT Board for final action.
2. ~~2.~~ The RAC shall have ~~major~~ responsibility in advising or recommending to the VRT Board prioritized projects for funding. Recommendations concerning the prioritization of projects shall be submitted to the VRT Board for final action.
3. ~~3.~~ The RAC shall have ~~major~~ responsibility in the formulation and review of policies, services, and programs that affect the groups represented on the RAC. Advisory recommendations on policies, services, and programs shall be submitted to the VRT Board for final action.

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ARTICLE IV

ORGANIZATION

1. ~~1.~~ Voting members of the RAC shall elect a chair and vice-chair at their September meeting every even numbered year. The chair and vice-chair can serve one or more subsequent terms.
2. ~~2.~~ The chair will be responsible to conduct the meetings. The vice-chair would conduct the meetings in the absence of the chair.
3. ~~3.~~ An officer can be removed by a majority vote of the RAC members.
4. ~~4.~~ In the event an officer resigns mid-term, the RAC members would vote for a new ~~chair~~officer at the next regularly scheduled meeting.
5. ~~5.~~ VRT serves as the staff support for the RAC.
6. ~~6.~~ Subcommittees may be established by majority action of the RAC members.

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ARTICLE V

MEETINGS

1. ~~1.~~ The RAC shall meet at regularly scheduled meetings every month except July and August.
2. ~~2.~~ The time and place of meetings shall be established by the RAC at a regularly scheduled meeting each year.
3. ~~3.~~ VRT staff shall give notice of all meetings to all members reasonably in advance of a called meeting. All meetings shall be open to the public.

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VRT Regional Advisory Council Bylaws
Date Adopted 11/05/18

11

ARTICLE VI

AMENDMENTS TO BY-LAWS

These Bylaws may be amended at any meeting of the VRT Board where a quorum has been established and by a majority vote of members present, provided ~~that~~ at least thirty (30) day notice in writing to members of the VRT Board has been given of the intention to amend and specifying the proposed amendments.

ADOPTED the 5th day of November, 2018.

By: Tom Hamen 11/5/18
Chair of Valley Regional Transit Board Date

By: Kee Bodeshein 11/6/2018
Executive Director Date

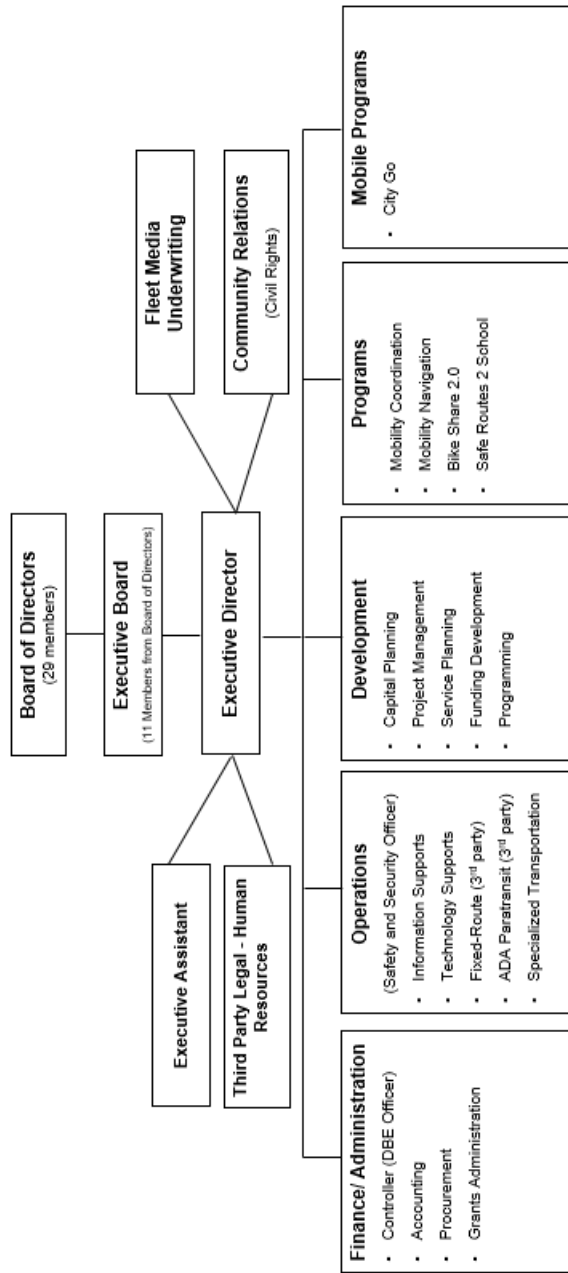
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Functional Organizational Chart



Standing Committees Regional Advisory Council

REGIONAL ADVISORY COUNCIL

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The Regional Advisory Council (RAC) is a standing committee of the Valley Regional Transit Board. It was developed to provide a forum for transportation and human service providers to share information and to collaborate on mobility issues. Members of the Council provide advice to VRT on its transportation programs and disseminate mobility information to their stakeholders. The RAC is charged with oversight of updates to the Transportation Service Coordination Plan.

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ADOPTED the 5th day of November, 2018.

By: Tom Hamen 11/5/18
Chair of Valley Regional Transit Board Date

By: Kee Bodeshein 11/6/2018
Executive Director Date

Topical Area Matrix

Short term (less than 1 year)

Policy	Service	Outreach
How do we ensure RAC is engaged in a meaningful way in the development and review of policies including (fares, ADA, services and programs, etc.)	How do we expand the understanding/sensitivity for needs of transit customers?	How do we provide an effective forum for groups that already exist to have a voice?
How do we ensure timely responses and accountability in VRT's staff processes?	How do we improve customer contacts and responses to requests and concerns?	How do we integrate the RAC into routine outreach events?
How do we ensure participation and access for the public to participate in RAC and VRT meetings, open houses and public hearings?	How do we effectively engage transportation providers into the regional discussion on service/program development?	How do we formalize the collection and distribution of information from RAC members?
	How can the RAC engage in the service change and program development process in a meaningful way?	How do we leverage the additional groups that RAC members serve on to help inform the work of this group?
	How do we use performance data as a tool to communicate VRT's progress to the public?	How do we make the information for the public and the work of the RAC more outward facing?

Long term (1-3 years)

Policy	Service	Outreach
How do we ensure effective project coordination for the short, medium, and long term that enhance access to mobility choices (pedestrian, bicycle, bus stops, amenities, public transportation)?	How do we increase the customer/public input into local government budget priority processes pertaining to public transportation?	How do we ensure rider/non-rider surveys are done more routinely?
How do we influence the placement and priority of bus stops and transit amenities to support the needs of all customers, including persons with disabilities?	How do we expand the understanding/sensitivity for needs of transit customers to local government partners?	How do we ensure our outreach incorporates a wide variety of perspectives to include advocates and stakeholders for mobility choices, transit riders, business owners, etc.?
How we can have ongoing interactions with governments/authorities to inform policies that increase access to public transportation?		

Regional Advisory Council 2021 Members List (Updated 4-5-2021)

<u>Members</u>	<u>E-mail</u>	<u>Phone</u>
<u>Deborah Allen</u>	<u>Deborah.allen@vr.idaho.gov</u>	<u>208-327-7411</u>
<u>Kelly Berg</u>	<u>kelly.berg@phd3.idaho.gov</u>	<u>208-455-5418</u>
<u>Susan Bradley</u>	<u>craftisue@hotmail.com</u> <u>susan.bradley@aging.idaho.gov</u>	<u>208-794-9431</u>
<u>Lisa Brady</u>	<u>lbrady@valleyregionaltransit.org</u>	<u>208-761-8507</u>
<u>Randy Johnson</u>	<u>Randyjohnson79@gmail.com</u>	<u>208-869-3902</u>
<u>Samantha Kenney</u>	<u>skenney@unitedwaytv.org</u>	<u>208-866-3493</u>
<u>Terri Lindenberg</u>	<u>terri@treasurevalleytransit.com</u>	<u>208-463-9111</u>
<u>Jeremy Maxand</u>	<u>jmaxand@lincidaho.org</u>	<u>208-391-8988 c</u> <u>208-336-3335 w</u>
<u>Salome Mwangi</u>	<u>smwangi@idahorefugees.org</u>	<u>208-336-4222</u>

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Issue Identification and Tracking Form**Issue Title:****Geographic area affected:****Describe the issue and observations?****Is this issue related to ADA or Title VI?****What customer/stakeholder groups are affected?****What individuals/organizations need to be involved?****What populations, groups, or organizations should we seek input from?****Is this a short, medium, or long term issue?**

What does success on this issue look like?

What RAC subcommittee will follow this work?

For Office Use

Priority—High/Medium/Low

Department Assigned

Staff Assigned

Date Assigned

Scope of Activities Timeline

Findings

Next Steps

Budget or Fiscal Implications (year)

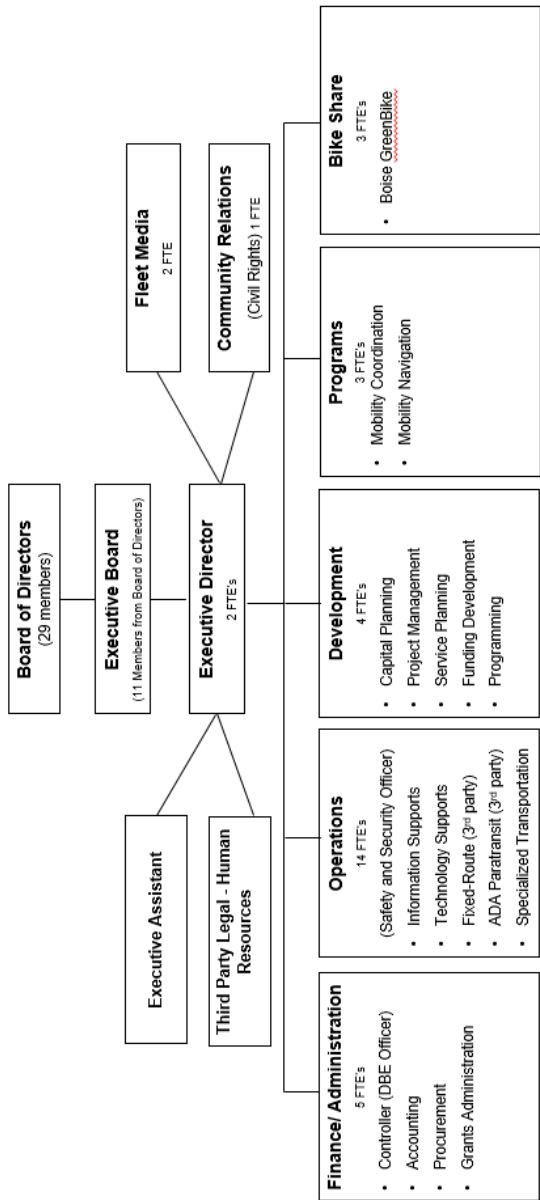
Legal Review

Date Completed & Final Outcome

Training (if necessary)



Functional Organizational Chart



Standing Committees

Regional Advisory Council

November 2019

<u>Mary Beth Nutting – Vice Chair</u>	<u>yayasis@live.com</u>	<u>208-319-6968</u>
<u>Deeann Solis</u>	<u>Deeann.Solis@icbvi.idaho.gov</u>	<u>?</u>
<u>Walter Steed - Chair</u>	<u>wmstead@aol.com</u>	<u>208-883-0123</u>
<u>Kelli Badesheim</u>	<u>kbadesheim@valleyregionaltransit.org</u>	<u>208-258-2712</u>

14

Valley Regional Transit 2019 BOARD MEMBERS

*Executive Board Members in bold

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Representative Body	Name	Primary/Alt	Email	Phone
Ada County Commission	Dianna Lachiondo Rick Visser Kendra Kenyon	Primary Primary Alternate	<u>dlachiondo@adaweb.net</u> <u>rvisser@adaweb.net</u> <u>kkenyon@adaweb.net</u>	208-287-7000 208-287-7000 208-287-7000
ACHD	Kent Goldthorpe Ryan Head	Primary Alternate	<u>kgoldthorpe@achdidaho.org</u> <u>rhead@achdidaho.org</u>	208-867-6530 208-387-6234
Boise State University	Greg Hill	Primary	<u>greghill@boisestate.edu</u>	208-426-2917
Canyon County Commission	Tom Dale – Chair/Canyon Pam White Tricia Nilsson	Primary Primary Alternate	<u>tdale@canyonce.org</u> <u>pwhite@canyonce.org</u> <u>tnilsson@canyonce.org</u>	208-454-7507 208-454-7507 208-454-7458
Association of Canyon County Highway Districts	David Lincoln – At-large/Canyon	Primary	<u>dl3lincoln@gmail.com</u>	208-899-7072
CCDC	John Brunelle Matt Edmond	Primary Alternate	<u>jbrunelle@ccdcboise.com</u> <u>medmond@ccdcboise.com</u>	208-384-4264 208-319-1221
College of Western Idaho	Jeff Flynn Craig Brown	Primary Alternate	<u>jefflynn@cwidaho.cc</u> <u>craigbrown@cwidaho.cc</u>	208-562-3220 208-562-3412
Meridian Development Corp	Diane Bevan Dave Winder	Primary Alternate	<u>diane.t.bevan@gmail.com</u> <u>Dave.winder@comre.com</u>	208-880-2488 208-866-0610
City of Boise	Dave Bieter – Chair-Elect/Ada Elaine Clogg – Sec/Treas. Lauren McLean	Primary Primary Alternate	<u>dbieter@cityofboise.org</u> <u>eclogg@cityofboise.org</u> <u>lmclean@cityofboise.org</u>	208-384-4403 208-890-5839 208-866-6797
City of Caldwell	Garret Nancolas At-Large/Canyon Rob Hopper Brent Orten Alternate TBD	Primary Primary Alternate Alternate	<u>gnancolas@cityofcaldwell.org</u> <u>rhopper@cityofcaldwell.org</u> <u>borton@cityofcaldwell.org</u> TBD	208-455-3011 208-742-5733 208-455-4678 TBD
City of Eagle	Stan Ridgeway Bill Vaughan Nichole Baird Spencer	Primary Alternate Alternate	<u>sridgeway@cityofeagle.org</u> <u>bvaughan@cityofeagle.org</u> <u>nbaird@cityofeagle.org</u>	208-939-6813 208-939-6813 208-939-6813
City of Garden City	John Evans At-Large/Ada Pam Beaumont	Primary Alternate	<u>jevans@gardencityidaho.org</u> <u>pbeaumont@gardencityidaho.org</u>	208-472-2927 208-853-6732
City of Greenleaf	Rob Fisher Steve Jett	Primary Alternate	<u>microfab@frontier.com</u> <u>sjett80@gmail.com</u>	208-250-9034 208-454-7353
City of Kuna	Joe Stear Richard Cardeza	Primary Alternate	<u>MayorStear@kunaid.gov</u> <u>rcardeza@kunaid.gov</u>	208-922-5546 208-922-2124
City of Melba	TBD Hal Forsgren	Primary Alternate	TBD <u>hforsgren@hotmail.com</u>	TBD 208-880-8815

City of Meridian	Luke Cavener – At-large/Ada Genesis Milam Caleb Hood Alternate-TBD	Primary Primary Alternate Alternate	lcavener@meridiancity.org gmilam@meridiancity.org Chood@meridiancity.org	208-695-4536 208-371-6009 208-884-5533
City of Middleton	Darin Taylor-Vice-Chair/Canyon Alternate-TBD	Primary Alternate	dtaylor@middletoncity.com TBD	208-697-4354 TBD
City of Nampa	Debbie Kling- At-large/Canyon Sandi Levi Bobby Sanchez TBD	Primary Primary Alternate Alternate	dkling@cityofnampa.us levis@cityofnampa.us sanchezb@cityofnampa.us TBD	208-468-5401 208-573-1817 208-468-5411 TBD
City of Notus	Mo Shamseldin-TBD Alternate—TBD	Primary Alternate	mshamsel@gmail.com TBD	208-401-4765 TBD
City of Parma	Nathan Leigh Alternate—TBD	Primary Alternate	nleigh@parmacityhall.net TBD	208-722-5138 TBD
City of Star	TBD Chad Bell	Primary Alternate	TBD cbell@staridaho.org	TBD 208-908-5451
City of Wilder	Elena Villanueva Robert Rivera	Primary Alternate	villanueva249a@gmail.com robert48rivera@gmail.com	208-249-9744 208-880-9859
Idaho Transportation Dept.	Amy Revis (ex-officio) Mark Wasdahl (ex-officio)	Primary Alternate	Amy.revis@itd.idaho.gov mark.wasdahl@itd.idaho.gov	208-334-8301 208-334-8344

Valley Regional Advisory Council FY2021 Meeting Calendar

(Fiscal year runs from October 1 through September 30)

700 NE 2nd Street – Meridian, Idaho (Meetings will also take place virtually.)

Tuesday, October 20, 2020 9:00 a.m. to 11:00 a.m.

Monday, November 2, 2020 11:00 a.m. to 1:00 p.m. **Transit** (Joint meeting with the Executive Board)

Tuesday, December 15, 2020 9:00 a.m. to 11:00 a.m.

Tuesday, January 19, 2021 9:00 a.m. to 11:00 a.m.

Tuesday, February 16, 2021 9:00 a.m. to 11:00 a.m.

Tuesday, March 16, 2021 9:00 a.m. to 11:00 a.m.

Tuesday, April 20, 2021 9:00 a.m. to 11:00 a.m.

Tuesday, May 18, 2021 9:00 a.m. to 11:00 a.m.

Tuesday, June 15, 2021 9:00 a.m. to 11:00 a.m.

NO MEETING IN JULY

NO MEETING IN AUGUST

Tuesday, September 21, 2021 9:00 a.m. to 11:00 a.m. (Orientation meeting for FY 2022)

New Fiscal Year Begins for ~~The Valley Regional Transit Executive Board is an 11 member committee with five Board officers, five at large members, and Boise State University representation. They are charged with:~~

- ~~Reviewing all matters related to the budget, finance, operations, governmental, and legislative actions of Valley Regional Transit~~
- ~~Focusing on the internal and operations issues of the agency~~
- ~~Working closely with the Executive Director in the management of VRT~~
- ~~Making regular reports of its actions to the VRT Board of Directors and recommending action by the VRT Board on matters of policy and those actions requiring approval of the entire VRT Board of Directors~~

The Executive Board will:

Generally meet the first 2022 October 1

 Monday of most months at, October 19, 2021 9:00 a.m. to 11:00 a.m. ~~*Please note the exceptions,~~

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☐ ~~Tuesday, November 1, 2021~~ 11:00 a.m. 1:00 p.m. ~~Meet at VRT Administrative Offices/Board Room~~

☐ Receive information by email
(Joint meeting with the Executive Board—~~2019 Members List~~.)

Tuesday, December 21, 2021 9:00 a.m. to 11:00 a.m.

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Officer Position	Name	Organization	E-mail	Phone
Chair/Ada	Tom Dale	Canyon County Comm	tdale@canyonce.org	208 454 7507
Chair-Elect/Canyon	Dave Bieter	City of Boise	dbieter@cityofboise.org	208 384 4403
Vice-Chair/Ada	Darin Taylor	City of Middleton	dtaylor@middletoncity.com	208 697 4354
Sec/Treas/Canyon	Elaine Clogg	City of Boise	eclogg@cityofboise.org	208 890 5830
Past Chair/Canyon	Jim Hansen	Ada County	jhansen@achdidaho.org	208 387 6100
At-Large/Ada	John Evans	City of Garden City	jevans@gardencityidaho.org	208 472 2927
At-Large/Ada	Luke Cavener	Ada County	lcavener@meridiancity.org	208 695 4536
At-Large/Canyon	Garret Nancolas	City of Caldwell	gnancolas@cityofcaldwell.org	208 455 3011
At-Large/Canyon	David Lincoln	ACCHD	dl3lincoln@gmail.com	208 899 7072
At-Large/Canyon	Debbie Kling	City of Nampa	dkling@cityofnampa.us	208 468 5401
Boise State University	Corey Cook	Boise State University	coreydcCook@boisestate.edu	208 426 1368

2019 VRT Executive Board Calendar
700 NE 2nd Street—VRT Board Room—Meridian, Idaho
11:00 a.m. to 1:00 p.m.

January 7, 2019 11:00 a.m. followed by VRT Board noon	February 4, 2019 11:00 a.m.	March 4, 2019 11:00 a.m.	April 1, 2019 11:00 a.m. followed by VRT Board noon	May 6, 2019 11:00 a.m.
June 3, 2019 11:00	July 8, 2019 11:00 a.m.	August 5, 2019 11:00 a.m. followed by VRT Board noon	*Sept 23, 2019 11:00 a.m. followed by VRT Board noon	*October 2019 NO MEETING
November 4, 2019 Joint Mtg w/RAC 11:00 a.m.	December 2, 2019 11:00 a.m.	The Executive Board generally meets the first Monday of most months. *Please note the exceptions.* Meeting dates are subject to change.		

Updated 01/16/2019



2020 Meeting Schedule

Executive Board Meetings 2020	VRT Board Quarterly Meetings 2020
Monday, January 6 11:00 a.m. to 12pm Full Board joins Executive Board at noon	Monday, January 6 12:00 p.m. to 2:00 p.m.
Monday, February 3 11:00 a.m. to 1pm	
Monday, March 2 11:00 a.m. to 1pm	

Monday, April 6 11:00 a.m. to 12pm <i>Full Board joins Executive Board at noon</i>	Monday, April 6 12:00 p.m. to 2:00 p.m.
Monday, May 4 11:00 a.m. to 1pm	
Monday, June 1 11:00 a.m. to 1pm	
Monday, July 6 11:00 a.m. to 12pm	
Monday, August 3 11:00 a.m. to 1pm <i>Full Board joins Executive Board at noon</i>	Monday, August 3 12:00 p.m. to 2:00 p.m.
No Executive Board meeting in September	
Monday, October 5 11:00 a.m. to 12pm (combine September/October into one meeting) <i>Full Board joins Executive Board at noon</i>	Monday, October 5 12:00 p.m. to 2:00 p.m.
Monday, November 2 11:00 a.m. to 1pm <i>*Executive Board Joint Meeting with RAC</i>	
Monday, December 7 11:00 a.m. to 1pm	
	Monday, December 21, 2020 at 12:00 p.m. Holiday Lunch — VRT Board and COMPASS Board, Nampa Civic Center

More Information: Paula Cromie, Executive Assistant, 208-258-2706, pcromie@valleyregionaltransit.org

2021 Proposed Meeting Schedule

Executive Board Meetings 2021	VRT Board Quarterly Meetings 2021
Monday, January 4 11:00 a.m. to 12pm <i>Full Board joins Executive Board at noon</i>	Monday, January 4, 2021 12:00 p.m. to 2:00 p.m.
Monday, February 1 11:00 a.m. to 1pm	
Monday, March 1 11:00 a.m. to 1pm	
Monday, April 5 11:00 a.m. to 12pm	Monday, April 5, 2021 12:00 p.m. to 2:00 p.m.

<i>Full Board joins Executive Board at noon</i>	
Monday, May 3 11:00 a.m. to 1pm	
Monday, June 7 11:00 a.m. to 1pm	
Monday, July 12 11:00 a.m. to 12pm — (2 nd Monday)	
Monday, August 2 11:00 a.m. to 1pm <i>Full Board joins Executive Board at noon</i>	Monday, August 2, 2021 12:00 p.m. to 2:00 p.m.
No Executive Board meeting in September	
Monday, October 4 11:00 a.m. to 12pm (combine September/October into one meeting) <i>Full Board joins Executive Board at noon</i>	Monday, October 4, 2021 12:00 p.m. to 2:00 p.m.
Monday, November 1 11:00 a.m. to 1pm <i>*Executive Board Joint Meeting with RAG</i>	
Monday, December 6 11:00 a.m. to 1pm	
	Monday, December 20, 2021 at 12:00 p.m. Holiday Lunch — VRT Board & COMPASS Board Nampa Civic Center

More Information: Paula Cromie, Executive Assistant, 208-258-2706, pcromie@valleyregionaltransit.org

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TOPIC	Building Accessible Capacity to Serve Accessible Rides
DATE	April 6, 2021
STAFF MEMBER	Leslie Pedrosa

Summary

Valley Regional Transit (VRT) worked with a variety of partners and stakeholders to identify and address availability of accessible vehicles to meet the transportation needs of persons with disabilities. This resulted in the Specialized Transportation Analysis, which was accepted by the Board of Directors in April 2020, based off of the RAC recommendation. The analysis included findings and recommendations that VRT staff should consider for programs operated under Specialized Transportation.

Some of the findings and recommendations in the analysis are being addressed this fiscal year. Those findings include inconsistencies on costs per trip reimbursements, inadequate reimbursement tracking, inconsistency between providers, and delays in processing reimbursements for providers. Those recommendations include developing consistent processes and tools to assist providers in processing invoices and providing performance data, working with funding partners to make processing payments more consistent and creating a process for providers to invoices VRT accurately.

During the time the analysis was being conducted, VRT staff also began to find a solution to replace the local fixed-route service in Canyon County, to make it a sustainable service for the future. VRT staff and RAC members began discussing the possibility of using the same service solution to build accessible capacity with same day/on-demand rides, using existing transportation services in Ada and Canyon counties.

With the new service solution in place in Canyon County, VRT staff created a work group to determine if this service solution could help to build accessible capacity, decrease the cost per ride and build community engagement to continue to grow services currently operated under Specialized Transportation. The work group will include service providers, users of current SCRIP program and RAC members. RAC member's participation will be key when considering the needs of riders as the final solution is designed and moved forward in the process.

The first work group meeting was held in February and included several VRT staff members, a representative from the City of Boise, as well as Jeremy Maxand, from the RAC. The first meeting was to provide background on how the Building Accessible Capacity project started and what the expected outcome should look like. The work group will meet monthly and updates will be provided to the RAC.

The work group requests that RAC members help find members that will participate in the group to find solution options. The City of Boise representative ensured potential options would be shared with current SCRIP users and that user feedback will be provided to the

work group. The solution will be implemented when a solution is found that will be successful, not based upon a set timeline.

Another challenge brought to the group was regarding vehicle fleets that are licensed with the jurisdictions. At the March meeting, it was requested that the Regional Advisory Council Mobility Collaboration work group take on the task to ensure that all modes of transportation that are licensed throughout the jurisdictions include accessible vehicles within their fleet.

VRT staff will provide an update to the Council at the meeting to highlight topics discussed at the April work group meeting.

Staff Recommendation/Request

This is an information item only.

Implication (policy and/or financial)

The on-demand service solution could potentially affect current services provided in the region. This includes the City of Boise taxi SCRIP program, VRT Late Night, Lyft Transit Connections, Rides to Wellness, and services currently provided by senior centers in Parma, Kuna, Meridian, Star and Eagle, the Church of the Harvest in Meridian, Metro Community Services in Caldwell, and Supportive Housing and Innovative Partnerships in Boise.

Highlights

- Shared Vehicle Program review – completed in 2019
- Analysis of existing specialized transportation services – completed February 2020
- Research technology designed to coordinate rides – completed summer 2020
- Establish project team – January 2021
- Determine next steps to increase capacity, which will include operational feasibility and costs – spring/summer 2021
- Implement on-demand service solution – October 2021

More Information

For detailed information contact: Leslie Pedrosa, Operations Director, 208.258.2713, lpedrosa@valleyregionaltransit.org

Valley Regional Transit Fare Schedule

Pass Type ¹		Rate
Single Ride	Adult Local	\$1.50
	Adult Universal	\$4.50
	Reduced Local	\$0.75
	Reduced Universal	\$2.25
Access/Paratransit		\$3.00
Day Pass	Adult Local	\$2.50
	Adult Universal	\$7.50
	Reduced Local	\$1.25
	Reduced Universal	\$3.75
31 Day Pass	Adult Local	\$42.00
	Adult Universal	\$90.00
	Reduced Local	\$21.00
	Reduced Universal	\$45.00
Annual Pass	Adult Local	\$282.00
	Adult Universal	\$594.00
Stored Value \$12 ²		\$13.50 for \$10
Stored Value \$24 ²		\$27 for \$20
Day Pass	Nonprofit Local	\$1.90
	Nonprofit Universal	\$5.60
31 Day Pass	Nonprofit Local	\$31.50
	Nonprofit Universal	\$68.00
Employer Annual		Negotiated
Nonprofit bulk \$5,000 discount		30% off
Nonprofit bulk \$10,000 discount		50% off



TOPIC	Regional Pass Program
DATE	April 5, 2021
STAFF MEMBER	Eric Selekof

Summary

The VRT Regional Pass Program has recently added two (2) new contracts. The College of Idaho and Just Eat Local, the umbrella company for Bittercreek Alehouse, Diablo & Sons Saloon and Red Feather, both have newly executed contracts. Recruiting and signing new members is one of the focal points to expanding the Regional Pass Program.

The City Go team is, in partnership with Stoltz Marketing, creating a toolkit for existing and new members. The purpose of this toolkit is to create dynamic, creative and informative messaging that drives engagement in the program and increases utilization of contracted resources. Examples of the toolkit resources are: a personalized video highlighting employer and program resources, mode specific “Tips and Tricks” flyers, and benefit information flyers.

The College of Idaho

- Regional Pass Program only
- 6-month pilot program for possible longer term contract
- Personalized resource video created and shared
- Bus key designated

Just Eat Local

- Regional Pass Program and City Go membership
- One-year agreement
- Personalized resource video created and shared
- Smart cards issued

Discussions have begun with the Idaho Transportation Department, City Peanut Shop and Idaho Power regarding new or renewing contracts.

Idaho Transportation Department

- Regional Pass Program and City Go membership
- Proposal and overview created and shared

City Peanut Shop

- Regional Pass Program and City Go membership
- Proposal and overview created and shared

Idaho Power

- Regional Pass Program and City Go membership
- Proposal and overview created

Staff Recommendation/Request

Information item only

Highlights

Revenue

- New contract total revenue - \$2,660.00
- Pending revenue - \$23,159.50
- Current Regional Pass Program contractees: * = New program contract
- Ada County
- Boise School District
- Boise State University
- College of Western Idaho
- CSHQA
- Cushing Terrell
- Just Eat Local*
- St. Alphonsus Health System
- St. Luke's Health System
- The College of Idaho*
- University of Idaho-Boise

More Information

Attachments:

None

For detailed information contact: Eric Selekof, City Go Member and Events Manager, (208) 258-2734, eselekof@valleyregionaltransit.org.

TOPIC	Service Change Updates
DATE	April 20, 2021
STAFF MEMBER	Alissa Taysom

Summary

Valley Regional Transit is preparing for planned and emergency services changes in October 2021, and is developing service change planning priorities for October 2022 (FY2023)

October 2021 (FY2022):

- Expansion of service to Meridian between Ten Mile and Kleiner Park (30 Pine)
- Emergency changes - Based off our conversations with funding partners and expected revenues, we are preparing to add the following changes to the October 2021 service change:
 - Discontinuing the 11 Garden City
 - Reducing peak service on the 17 Warm Springs
 - Reallocate Route 11 and 17 hours to the 7B Fairview/Towne Square Mall, peak period
 - Explore potential to expand On-Demand service in Canyon County as early as the October 2021 (FY2022) service change

These changes will reduce service on poor performing routes and increase peak period service on a Best in Class route in Ada County. They will also continue to expand Canyon County's investment in on-demand service to better meet the transportation needs of the residents there.

October 2022 (FY2023)

- Service Change Planning Priorities
 - Increase frequency on the Best in Class 7B Fairview/Towne Square Mall route
 - 15 minute peak
 - 30 minute off peak
 - Restructure service on the West Bench to take advantage of the improved service on the 7B. This restructure would/may involve routes 7A Fairview/Ustick, 8 Five Mile, 8x Five Mile/Chinden, and 12 Maple Grove.

Schedule

- **May 2021**
 - Bring draft of emergency changes to Regional Advisory Council (RAC) for review
 - Conduct public outreach
 - Draft proposal for emergency changes
 - Objectives for FY2023 changes
- **June 2021**
 - Draft final for emergency changes
 - Conduct public outreach

- Final proposal for emergency changes
 - Draft concepts to select stakeholders and to RAC (FY2023)
- **July 2021**
 - Draft proposal for FY2023
 - Public outreach
 - Bring draft proposal to RAC for review and comments
 - Approval of emergency changes
- **August 2021**
 - Public hearing
 - Board approval of emergency changes
 - Board approval of FY2023 changes

Staff Recommendation/Request

No action, this is an information item only.

Implication (policy and/or financial)

Outcome of service change planning will inform service and capital expenditures.

For detailed information contact: Alissa Taysom, Associate Planner, 208.258.2717, ataysom@valleyregionaltransit.org



TOPIC	Rides 2 Wellness Canyon County Update
DATE	April 6, 2021
STAFF MEMBER	Leslie Pedrosa

Summary

VRT staff initiated a project with healthcare systems and providers to design an expansion of Rides 2 Wellness in Canyon County. We completed project design through the Design Thinking for Mobility framework. This framework helps project teams design solutions to mobility needs that find the “sweet spot” between customer desirability, operational feasibility, and financial viability.

One key feature the new Rides 2 Wellness service must do, is ensure the solution is complementary with the current on-demand transit solution in Canyon County. The Rides 2 Wellness service will provide a much needed service to those in need, but cannot take away from the current services already provided. This is where the Canyon County Navigator will be key to ensure that enhanced navigation and program supports offer the right service.

Via Mobility, the current software provider for the on-demand transit solution, and Wellryde, the current software provider for the Rides to Wellness program in Ada County, provided demonstrations to the project team. Following the demonstrations, staff has been determining the correct path forward, utilizing both services.

Due to COVID-19, completing the customer desirability assumption testing with customers and health clinics was a challenge. Also, due to the pandemic, the need for services are increasing. VRT will launch the first year as a pilot using VRT Canyon County CARES funding. This is the type of project FTA has encouraged transit systems to consider because it helps address gaps in service to health care and other health-related services. This allows us to consider the first year in a very experimental way and adapt the services as we learn more about what is working and what isn't. The healthcare partners would secure the local funding required to sustain the system into future fiscal years.

The Canyon County solution is focusing on additional needs in the program design identified in Canyon County. This service is intended to allow passengers to live a healthy lifestyle by allowing rides to the gym or pharmacy, not just for a medical appointment. The service will kick-off by providing services for medical appointments only. Once the service is implemented, VRT will look to add additional trip purposes as the service becomes more established and service providers are comfortable with the how the service is operating and they are comfortable with the scheduling software.

VRT staff has been working diligently to get this service started, but wants to ensure success. To ensure healthcare providers can easily get patients transported to necessary appointments, VRT staff is creating an online registration form. This will allow the healthcare providers to complete a patient registration online and give the patient immediate access to transportation, while VRT staff gets them set up permanently in the systems. Because patients could require the use of both services, Via Mobility and Wellryde, it was decided

that identification cards would be issued to patients. This allows for drivers of the on-demand service to easily recognize Rides2Wellness participants.

VRT staff is also finishing up service description posters as well as building a “toolkit” that will be used to roll out the program to healthcare providers. The toolkit includes outreach material and training tools.

Staff Recommendation/Request

This is for information only. Outreach and education to key populations is key to a successful implementation. The RAC will be asked to continue to help VRT get the word out to important populations in Canyon County.

Implication (policy and/or financial)

Transportation supporting access to healthcare and other wellness-related activities is a key social influencer of health outcomes in a community. Canyon County has very limited options for residents with low income or other risks and barriers to access this important need.

Highlights

- Project team formed in October 2020
- Project schedule has been adjusted to launch in the spring of 2021
- Project team will be finalizing the outreach and securing community support for the long-term funding through the remainder of 2021

More Information

For detailed information contact: Leslie Pedrosa, Operations Director, 208-258-2713, lpedrosa@valleyregionaltransit.org.



TOPIC	Canyon County On-Demand Transit Update
DATE	April 6, 2021
STAFF MEMBER	Leslie Pedrosa

Summary

Revenue and ridership in Canyon County have not kept up with performance expectations. Attempts to adjust service levels and routes within the resources continue to lead to low quality services and poor system performance. Following an evaluation by the project team created with VRT staff and key Canyon County participants, the project team evaluated the on-demand service model.

The project team determined an on-demand transit service model had the highest probability of achieving the desired results for the services within the existing financial constraints. The on-demand service model is expected to show increased efficiencies, as well as ridership growth. With the new service model, VRT staff also expects to build new partnerships with ridership contracts and/or funding, due to the expanded service area.

If the on-demand service model is successful, it could become the model for on-demand transit within other VRT service area. To ensure success, metrics VRT staff is looking at include:

- Increase in boardings per hour
- Increased on-time performance
- Key destinations served
- Ridership growth outside service area previously covered by local fixed route
- Positive feedback from users

VRT Staff is working on promoting the on-demand service in the months to come with free ride vouchers being included with city utility mailings for Nampa and Caldwell. VRT is working on a bus wrap design that will be installed on three vehicles used in Canyon County to promote the service. VRT also began offering no cost rides to several COVID-19 vaccination sites in Nampa and Caldwell on March 15th. The list of sites is included with this memo.

VRT staff will continue to work with local funding partners to educate the public on the new service. The city staff at Nampa and Caldwell are waiting for the pandemic numbers to continue to decline so that they can book a trip and take a ride. VRT Staff will continue to work on building new partnerships with the expanded service area.

Majority of feedback from the users has been positive and complaints have decreased. Compliments include more direct service, less time spent waiting at a bus stop and more locations to catch the bus. Complaints regarding the service include changing pick up location and not enough time to get there, not being notified of a change to the original pick up location and not always able to book a ride.

Users have experienced issues booking trips when buses are not in the area that they are requesting a trip from, if the wait time exceeds the threshold for waiting. Contractor staff continues to monitor this issue and sends buses to the area of the requested trip to help and eliminate the problem when possible.

Users who utilize the VRT Help Desk to schedule a trip, are not able to see changes to the original pick up location, since the trip was not booked using the app. Via is working on a way to remedy this situation. One option is to notify users by email of a change, or making a change within the system to not allow changes to be made to trips not booked using the app.

Customer service staff is not able to see landmarks on a map within the scheduling system, to assist with directing passengers to the exact location where the bus will pick them up. Telling someone “the northwest corner”, is not helpful, but telling them a specific business is. Via Mobility showed VRT staff a way to see a satellite view of a stop location, within the system, that staff is testing. In the meantime, VRT staff continues to utilize Google maps to assist with the detailed information.

The table below provides information for February of 2021. March service data will be provided to the council at the meeting. The second quarter report will be provided at the May meeting.

Top Operational Metrics	Feb-21
Total Rides Requested	2,627
Total Rides Accepted	2,033
Total Passengers	3,017
Revenue Hours Operated	714
Revenue Miles Operated	15,340
Boardings Per Hour	4.23
Service Metrics	
Total Rides Requested	2,627
Acceptance Rate (Proposals accepted/proposals offered)	92%
Average Pick-up Wait Time (in minutes)	23
Average Walking Distance to Pick-up Location (in feet)	455
Average Ride Duration (in minutes)	18
Average Ride Distance (in miles)	6
Average Ride Rating 1 -5 Stars	4.9

Staff Recommendation/Request

This is an information item only.

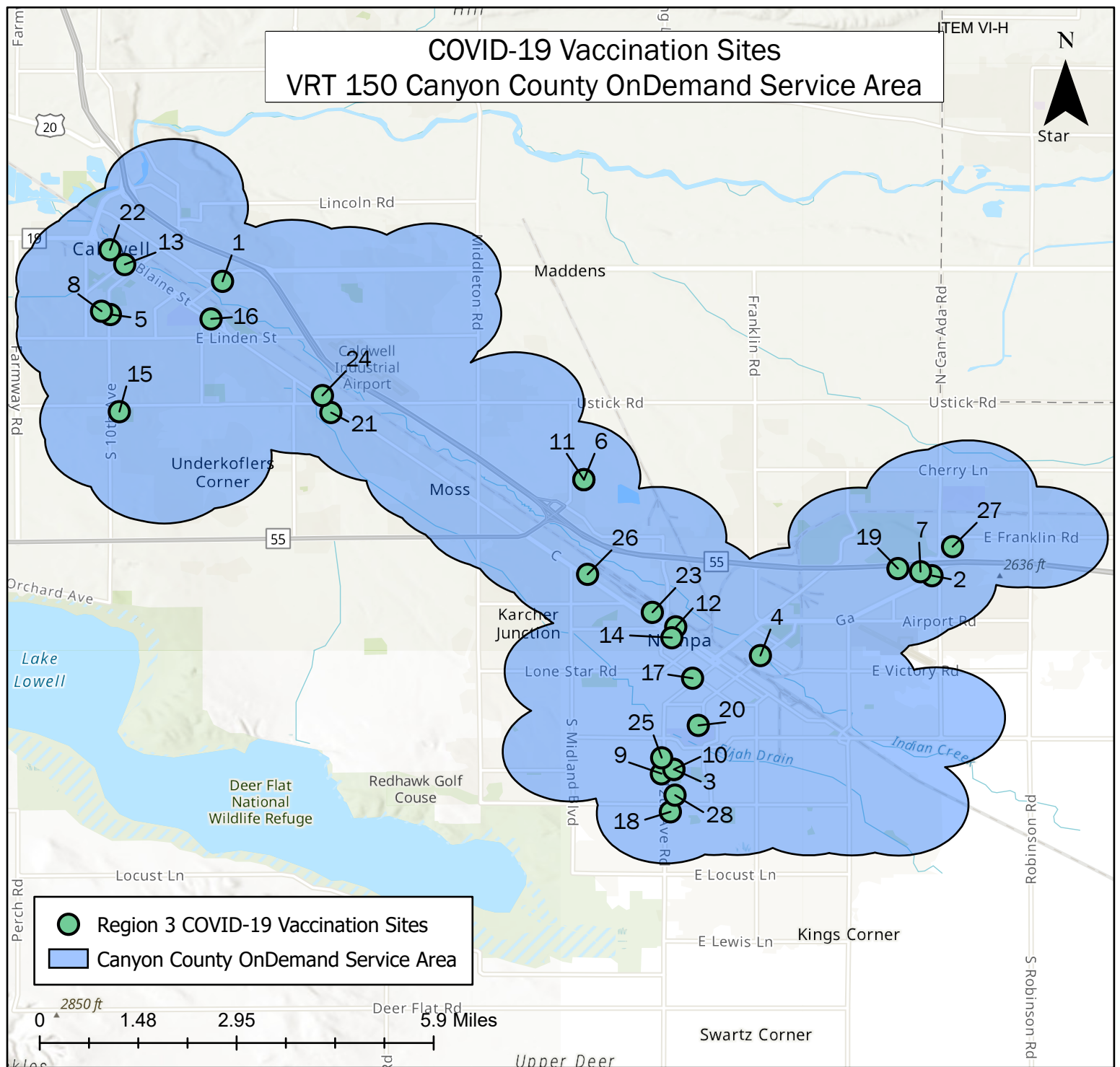
Implication (policy and/or financial)

Although there is a demonstrated need for public transportation in Canyon County there is declining support for funding the current model of fixed route transit for local service. The on-demand transit pilot will offer an innovative way to improve services within existing financial conditions. Doing nothing will continue the downward cycle of poor performance and lack of financial support, eliminating local fixed-route service over time.

More Information**Attachments:**

Canyon County Vaccination Sites

For detailed information contact: Leslie Pedrosa, Operations Director, 208.258.2713, lpedrosa@valleyregionaltransit.org



Number	Name	Address
1	Primary Health Medical Group - North Caldwell	512 N. 21st Ave, Caldwell
2	Primary Health Medical Group - Nampa Garrity	1375 N. Happy Valley Road, Nampa
3	Family Medicine Health Center Nampa South Clinic	215 E. Hawaii Ave., Nampa
4	Terry Reilly Health Services	233 16th Ave., Nampa
5	Saltzer Health - Caldwell Urgent Care	512 E. Elm Street, Caldwell
6	St. Luke's - Nampa	9850 W. St. Luke's Dr. Suite 290, Nampa
7	Saint Alphonsus Medical Center - Nampa	4300 E Flamingo Ave, Nampa
8	Medical Center Pharmacy	315 E. Elm St. Ste. 150, Caldwell
9	Vic's Family Pharmacy	1513 12th Ave, Nampa
10	Reddish Pharmacy	215 E Hawaii Ave Suite 100, Nampa
11	North Nampa Urgent Care	9850 W. St. Luke's Dr, Nampa
12	Terry Reilly Health Services	207 1st St St, Nampa
13	Terry Reilly Health Services	808 Cleveland Blvd. Caldwell
14	Nampa Civic Center	311 3rd St S, Nampa

Number	Name	Address
15	Walmart Neighborhood Market	622 E Ustick Rd, Caldwell
16	Albertsons	2500 Blaine St, Caldwell
17	Albertsons	715 12th Ave St, Nampa
18	Albertsons	2400 12th Ave Rd, Nampa
19	Lifestages Nampa	3908 E Flamingo Ave, Nampa
20	Northwest Nazarene University Wellness Center	508 Ivy St, Nampa
21	Walmart Supercenter	5108 Cleveland Blvd, Caldwell
22	Albertsons	415 Cleveland Blvd, Caldwell
23	Fred Meyer	50 2nd St S, Nampa
24	Primary Health Medical Group - Caldwell	4815 Cleveland Blvd, Caldwell
25	Primary Health Medical Group - South Nampa	1115 12th Ave Rd, Nampa
26	Primary Health Medical Group - Nampa	700 Caldwell Blvd, Nampa
27	Walmart Supercenter	5875 E Franklin Rd, Nampa
28	Walmart Supercenter	2100 12th Ave Rd, Nampa



TOPIC	Executive Director Report
DATE	March 22, 2021
STAFF MEMEBER	Kelli Badesheim

COVID-19 and Next Phase Resiliency Activities

The third round of recovery funding passed by Congress on March 8, and signed into law by President Biden. The act, called the American Rescue Plan Act (ARPA), means additional funding to public transportation systems, including Valley Regional Transit. As with the first round of CARES funding, the recovery dollars should prioritize maintaining existing services. Capital projects are eligible as long as there have been no furloughs or lay-offs due to COVID-related service cuts.

The Valley Regional Transit (VRT) Executive Board adopted guidance in June 2020 for programming recovery allocations to VRT through the Resiliency Action Plan. The guidance prioritizes direct response, resiliency projects, and strategic direction initiatives in that order of priority. These funds to date are serving the intended purpose by allowing VRT to maintain existing services and build the necessary capacity and technical tools to respond to this emergency and any future disruptions more effectively. We are awaiting the federal guidance documents on the specific allocations for VRT's two urbanized areas. The preliminary numbers I saw a few weeks ago indicate an additional \$1.9M in the large urban area, and \$1.2M in the small urban area.

Staff is completing the third round of strategic direction meetings with an emphasis on establishing revenue assumptions for the upcoming fiscal year. The Board adopted priorities at the January meeting. The priorities came from the outreach we completed with local governments, and staff will use them to guide these discussions. The priorities, in order, include administration shortfalls, deferred asset replacement/maintenance, capital enhancements, cash reserves, and service enhancements. As I mentioned in my March report, achieving the FY2023 objectives established in the resiliency plan requires VRT to find a way to progress on all these priorities, particularly the administration, deferred asset replacement and cash reserves. These priorities establish a more solid foundation for VRT to grow services in the future.

Preparing for Possible Congressional Earmarks

There is discussion and development around a framework for the allocation of competitive federal transit funding through congressional earmarks. This was the practice in the early to mid-2000s. VRT was the recipient of both annually appropriated earmarks, and reauthorization earmarks. There is no guarantee Congress will adopt this approach, but VRT wants to be prepared either way. Most of these projects must be "shovel-ready" and meet the environmental requirements before being eligible. VRT will prioritize projects that meet that requirement. In addition, the projects need to be in the Transportation Improvement Program (TIP). I am working with COMPASS to ensure we have the TIP requirement met, which includes the projects being fiscally constrained. This will be a more detailed topic of discussion at the VRT Board meeting.

Building Reporting Capacity

In December 2020, I presented an action plan to the VRT Executive Board to make process improvements on VRT's reporting capacity. This project began in 2018 with the support of a planning consultant to document the data flow and processes within VRT, and to address gaps and challenges to achieving the outcomes of more data driven decision-making, and more trust and transparency for our financial partners and the public.

VRT will reach a major milestone in this effort over the next few months when we are able to acquire a new fixed-route and demand response scheduling and dispatching system. VRT acquired our current scheduling and dispatching system in 2010. In addition, to this new system, VRT will also see a major overhaul in our Business Intelligence system. The current system has been the foundation of VRT's financial and operation data flows since 2003. We have been able to expedite these important acquisitions because of the CARES funding VRT received in 2020.

FY2022 Budget Development

We are in full budget development mode as we prepare for the Board to adopt a new budget in August 2021. VRT staff is working from a new calendar to better show the relationship between service planning, service implementation and the annual budgeting process. The process of adopting cooperative agreements, developing revenue requests, and finalizing expense and revenue budgets is more labor intensive than in the most recent years because of the adoption of the local cost allocation methodology, the disruption due to COVID-19, and the addition of federal relief dollars. These federal relief dollars allows VRT to optimize our federal funding. We have really appreciated the time the local jurisdiction staff throughout the region have committed to walking through this challenging process with us.

Canyon County Collaboration

In March, the VRT Executive Board approved up to \$200,000 CARES funds from the small urban area to be allocated to the Rides 2 Wellness expansion in Nampa and Caldwell, and a new cross-sector collaboration in Nampa and Caldwell to bridge the gap between and connections between mobility, housing, jobs, education, and health. An important element to this work is a digital community engagement platform VRT is in the process of acquiring. This will allow for a robust, cross-sector, integrated data collection tool that will open the door for VRT to hear from all sectors of the communities about the needs and gaps we have in serving those needs. VRT is also planning to deploy this digital engagement tool in other parts of the region over the next 12 months to help us better understand and plan for the needs of our region.

Projects and Community Activities

- Supporting grant administration work in the area of balancing grant and local funding for VRT's federally funded projects
- Supporting Western Idaho Community Healthcare Collaborative (WHCHC) to establish strategic activities based on measures of social influencers of health, including transportation
- Providing staff support to the strategic work group with City of Boise. The focus this year is on developing a portfolio of transit projects for the State Street Corridor, and seeking an investment strategy for securing funding to complete high priority projects.

- Providing staff support to the State Street Corridor Executive Team
- Facilitating the strategic planning work of the Idaho Association for Community Transportation (IACT). IACT is a nonprofit association with a focus on populations that benefit from public transportation.
- Developed outreach plan for Rides2Wellness launch and continue to lead the project team consisting of health professionals in Canyon County.

More Information

For detailed information contact: Kelli Badesheim, Executive Director, 208.258.2712, kbadesheim@valleyregionaltransit.org.



TOPIC	Operations Department Staff Report
DATE	March 26, 2021
STAFF MEMBER	Leslie Pedrosa

Summary

Status update of activities related to contracted transportation services, Specialized Transportation services, information technology and intelligent transportation systems, compliance, customer service support and regional operations for the months of January and February.

Regional Operations

Valley Regional Transit (VRT) staff continues to work with partners in Canyon County to begin providing a Rides to Wellness service. Planned start date is spring of 2021. This service will have a larger community partnership than Ada County and will leverage two different aspects of service. One will be on-demand, similar to what is already used in Canyon County and the other will be pre-booked trips, similar to what is already used in Ada County. Staff is in the process of finalizing what the final service will look like and will report to the Board when finalized.

VRT finalized the work with our current Village Van partner, Packers Sanitation Services, Inc., to provide transportation for their employees to CTI Foods in Wilder. This new service started mid-February, but has had very little use. The service was suspended in early March. The service was available to their employees in Boise, Nampa and Caldwell. This new service was expected to grow to provide transportation services to 22 employees. Staff will continue to work with Packers Sanitation Services, Inc. to find a working solution to make the service a success.

VRT staff finalized what service will look like to provide transportation from the Meridian service area to the Veterans Hospital in Boise. This new service is intended to serve the same service area that is currently served by Harvest Transit and be available weekdays. Current Rides2Wellness service providers will be providing these rides. Currently Meridian residence have limited options for transportation to the Veterans Hospital in Boise. The draft plan was presented to the Meridian City Council in February. Additional information was provided to the Council and approved in March. VRT staff is working to get this needed service in place in April 2021.

VRT staff met with the Building Accessible Capacity work group in February and March. This new work group will take over where the Access to Independence project left off in 2019. The original project team was created to determine objectives, concepts, and goals for what success would look like. The goal is to continue building accessible capacity for eligible users, while still being cost effective, easy to use, and available to as many people as possible. The first task is a new service design for the current SCRIP program in Boise. The solution is expected to be in place by October 2021. The work group will continue to meet

monthly and will work closely with the Regional Advisory Council to ensure the new service design meets the needs of all users. As the project progresses, it will be brought back to the Board.

VRT staff submitted the annual National Transit Database report. Working through revisions to have reported completed as soon as possible.

On February 1, the Centers for Disease Control and Prevention (CDC) issued an Order imposing a mask requirement applicable to public transportation systems service providers to mitigate the risk of COVID-19. VRT staff quickly worked to implement the requirements of this new order, which include allowing for exceptions if needed. On February 2, the state of Idaho moved to Stage 3 of the Idaho Rebounds Plan, where the state still remains.

As of February 15, the first four battery electric buses are in the production at Proterra's production plant, located in City of Industry California. These buses are schedule to arrive in Boise in April 2021. The charging infrastructure for these electric buses continues at the Orchard facility in Boise. The chargers are installed and waiting for buses to arrive to begin the testing phase.

Highlights:

Contracted Transportation

Canyon County had no preventable accidents since last report

- Intercounty on-time performance 81%
- ACCESS on-time performance 90%
- January On-demand service performance
 - 75% on-time performance; staff is still not confident with the reporting and they continue to work with Via Mobility
- Working with VRT for planned service changes in May and October

Ada County had no preventable accidents since last report

- Fixed-route on-time performance 83%
- ACCESS on-time performance 96%
- Four replacement ACCESS buses have been decommissioned and are ready to go to auction
- Working with VRT for planned service changes in May and October

Specialized Transportation

- Submitted preliminary budgets for FY22
- There are no changes to any services or COVID19 cleaning protocols for the following services:
 - Parma Senior Center
 - Metro Community Transportation
 - Interfaith Sanctuary
 - Volunteer Driver
 - Lyft Transit Connections
 - VRT Late Night
 - Supportive Housing and Innovative Partnerships (SHIP)
 - Kuna Senior Center

- Calvary Church has not resumed services
- Meridian Senior Center has begun to open up for some activities but require that reservations are made. Members can now attend lunch at the center, with social distancing in place. Masks are required at all times.
- Eagle Senior Center will open up to all members on April 1 with extra COVID precautions in place.
- Harvest Transit continues to see ridership increase. To accommodate this increase, new drivers are being trained.
- Rides to Wellness has begun to see a slight increase in ridership.

Information Technology and Intelligent Transportation Systems

- Staff resolved 157 support requests from 172 submitted
- Completed software demonstrations from six vendors for a fixed route software system replacement
- Staff continues to monitor and resolve issues of newly launched VRT website
- Staff continues to work on equipment, software and programs to support VRT employees ability to work from home with little to no issues
- Submitted preliminary budgets for FY22
- Working with internal departments to standardize reports

Compliance

Continued to work on the COVID crises, communicating key points to VRT executive staff:

- Weekly updates from the CDC, State of Idaho, Central District Health, Southwest District Health, Joint Information System taskforce, and the joint Ada and Canyon County Emergency Operations Center
- Transit employees are now able to begin receiving the vaccine
- Changed cleaning protocols at transit centers that follow guidelines in March
- Distributed face coverings to allow VRT to require face coverings for passengers
- Held first safety meeting as required in the Public Transportation Agency Safety Plan. Worked with IT department to implement an employee reporting page, but no hazards have been reported to date
- Have begun scoring rolling stock and equipment for TAM
- Working with the Public Transportation Provider Group to finalize edits to the current TAM plan

Customer Service Support

- Customer service handled 2,496 of 2,560 phone calls for information, with 64 calls abandoned. The average call time was 2 minute, 27 seconds and the average hold time was 18 seconds
- Reservationist handled 743 of 765 phone calls to change or schedule a ride, with 19 calls abandoned. The average call time was 3 minutes, 33 seconds and the average hold time was 10 seconds
- On-demand handled 760 of 800 phone calls to schedule a ride, with 40 calls abandoned. The average call time was 2 minutes, 5 seconds and the average hold time was 24 seconds

- February mobile ticket sales totaled \$3,264.50
- A new service provider was added for the Ada County Rides2Wellness program and upcoming service to the Veterans Hospital in Boise
- Submitted preliminary budgets for FY22

More Information

For detailed information contact: Leslie Pedrosa, Operations Director, 208.258.2713, lpedrosa@valleyregionaltransit.org

TOPIC	Development Department Monthly Report
DATE	March 29, 2021
STAFF MEMEBER	Stephen Hunt

Summary

Valley Regional Transit (VRT) Development Department activities March 2021 report.

VRT Strategic Plan

Goal 1 - Demonstrate responsible stewardship of public resources

Performance Based Decision-making

- **ValleyConnect 2.0 (VC2.0)**
Staff began scoping out tasks necessary to expand our performance reporting capacity and integrate performance reporting into project development, prioritization and reporting.

Programming/Budget Development

- **Regional Planning and Prioritization** – In order to better align the updated local cost allocation methodology, Transportation Development Plan (TDP) efforts and regular service changes, VRT staff prepared a series of workshops with the Executive Board to discuss planning and prioritization of regional projects. The purpose of these workshops is to identify the forums and processes to identify and prioritize projects, particularly those that cross jurisdictional boundaries.
- **Budget Development** – The FY22 budget development cycle is underway. Staff has scheduled meetings with local jurisdictions and agencies to discuss annual funding requests, proposed projects and budget assumptions. Staff has applied the Regional Planning and Prioritization workshop discussions to the FY2022 budget development calendar.

Goal 2 – Increase Ridership and Revenue

- **Marketing** – Development staff continues to work with marketing staff and the public to increase awareness of changes that began in October of 2020 including the increased service levels on routes 2, 3, 7, 9 and the extension of route 9 to Eagle.
- **Meridian Service Expansion and FY 2021 Service Change** – Meridian service expansion has been delayed until the start of FY2022 (October, 2021). This will allow for us to get past of COVID-19.

Goal 3 - Build Institutional and Regional Capacity

Regional Capital Enhancements

- **Boise Operations Facility**
 - **Electric Bus Infrastructure**
Construction on electric bus infrastructure at the Orchard Facility is almost complete. Concrete infrastructure is complete. Pavement and striping around the charging infrastructure will be completed this week. Final inspections are ongoing with city of Boise and handoff to Proterra is expected on time. The

contractor is on schedule for VRT to begin operation of electric vehicles by late spring of 2021.

- **Fuel Island Work**

Upgrades to the CNG facility are underway, STV Consulting assisted with design and consultant management. Dryer parts have arrived and will be installed in spring 2020. Cathodic protection upgrades addressed in the Facility Master Plan upgrades, during the pavement reconstruction. Fuels shed has been specified and is ready to include in bid during pavement/site civil construction in late FY2021.

- **Orchard Facility Master Plan**

A facility master plan is being prepared to coordinate pavement repairs/replacement, incorporate the CNG projects as well as the E-Bus infrastructure, and plan for fleet needs for the planning horizon at the Orchard Facility. Jacobs Engineering is underway with geotechnical investigations and civil engineering design. Staff is working with Jacobs to identify constraints and clear project area for environmental with FTA. Construction at the Orchard Facility will start in summer/fall 2021 and will continue for up to three years.

- **Happy Day Transit Center Upgrades**

Staff is reviewing and updating planned repairs and upgrades. VRT has contacted an engineering/architectural firm from the on-call list to assist with construction scheduling, estimating, and bidding for repairs. The first step is a feasibility assessment, due to the HDTC age, construction, and potential for repairs. Repairs of the maintenance building include replacing broken doors and repair/replacement of the maintenance facility roof, security upgrades, roof drainage, pest management, and heating and cooling for both the office and shop. Upgrades to the office roof included replacement of HVAC equipment, improved roof drainage, and front façade design and repairs. The project is intended to extend the useful life of the building. Construction/repairs are ongoing but roof repairs would start in fall 2021 and continue subject to practical schedule and available budget. An update from the feasibility study will be presented to the Executive Board at the April 2021 meeting.

- **Main Street Station**

Operations at MSS have been thankfully uneventful; disruptions and vandalism have been down. Minor repairs have been ongoing to replace ceiling panels damaged by leaks from above and from other tenants. The ramp heating will be turned off within a month as spring approaches. Drive aisles and sidewalks were pressure washed to remove winter grime. Office space reclamation is anticipated in late spring FY2021.

- **Bus Stops**

Five projects are currently underway to address bus stop infrastructure. Staff is working on two corridor studies and three construction projects.

- 1- FY2021 general bus stop construction and purchases are being requested from the Executive Board at the March meeting. The 2020 bus stop improvements project are complete and the project has been carried forward to FY2021. VRT staff are addressing amenity issues (benches, trash, etc.) at newly installed shelters as well as fixing ADA issues and replacing obsolete infrastructure. VRT is also working with city staff to install Orchard Street projects as revenue backed

- projects from the City of Boise neighborhood grants as well as the transit component of the linear park being planned at Goddard and Milwaukee.
- 2- FY2021 projects include transit island enhancements along Main and Fairview, a revenue backed project from CCDC.
 - 3- Staff is scoping safety improvements for the State Street corridor and those projects left out of the FY2020 bus stop construction project for funding reasons. This project is to address known deficiencies in access to and from bus stops; the project will be dependent on funding and approval.
 - 4- FY2022 projects are being developed and will be resultant of the Fairview Best in Class Study to identify changes in operations and infrastructure needed to improve this corridor
 - 5- The State Street corridor operational analysis study is underway with consultant negotiations on scope and fee. This study will address where improvements will be required to improve vehicle/bus interactions and measures, which can be taken to improve service issues.

Regional Corridor Planning

- **State Street Corridor Projects**

The State Street Alternative Analysis completed its supplemental public outreach to the refugee and neighbors in the community along State Street. We are working to complete the Alternative Analysis this spring.

Development staff and Kelli are finalizing the scope and fee negotiations with HDR to complete the State Street Transit Operational Analysis.

Other Development Activities

- **Title VI** –The Full Board adopted the Title VI Report in January.
- **FY 2021 planning projects** – Development staff has begun initiating the following planning projects:
 - Regional vanpool study
 - Non-rider survey
 - Passenger facility plan/bus stop typology
 - Kuna Transit Operations Study
 - Coordinated Human Services Transportation Plan – in coordination with COMPASS
- **Grant Opportunities** – VRT continues to look for federal grant opportunities including competitive grants focused on building out State Street corridor, innovative service delivery and electrification of the VRT fleet.

More Information:

Stephen Hunt, Sr. Principal Planner, 208.258.2701, shunt@valleyregionaltransit.org
 Joe Guenther, Capital Projects Manager, 208.258.2705, jguenther@valleyregionaltransit.org
 Alissa Taysom, Associate Planner, 208.258.2717, ataysom@valleyregionaltransit.org
 Jill Reyes, Planning Programmer, 208.258.270, jreyes@valleyregionaltransit.org
 Derrick Personette, Facility Master Technician, dpersonette@valleyregionaltransit.org



TOPIC	Finance and Administration Activity Report
DATE	April 5, 2021
STAFF MEMEBER	Jason Jedry, Finance Controller

Summary

This memo provides an update on the accomplishments of the Finance Department.

Highlights

Budget/Finance

- Eide Bailly presented the FY2020 audited financial statements to the Executive Board on March 1.
- First quarter reports were presented to the Executive Board on March 1.
- Finance staff continue to prepare for the FTA triennial review/audit.
- The finance department continues to train the Grants and Compliance Administrator and Procurement and Contracts Specialist.
- Finance staff are working on FY2021 project funding and tracking documentation.
- Finance staff coordinated the introduction of the new human resource consultants to VRT staff.
- Finance is assisting with FY2022 budget planning.

Grant Management

- Grants and Compliance Administrator is working on the following:
 - FTA grant applications
 - Active Grant revisions/amendments
 - Subrecipient Agreements for FY2021
 - Subrecipient Reviews
 - Triennial Review

Procurement

- Procurement and Contracts Specialist is working on:
 - Integrated Fare Payment System contract
 - State Street Corridor Transit Operational Analysis contract
 - Regional Van Pool Study
 - Digital Civic Engagement Platform
 - Insurance Products and Services
 - On-Call Marketing Support
 - Uniforms Ada/Canyon County
 - Contract extensions

For detailed information contact: Jason Jedry, Finance Controller, 208-258-2709, jjedry@valleyregionaltransit.org



TOPIC	BikeShare, Programs and Marketing Update
DATE	March 17, 2021
STAFF MEMBER	Dave Fotsch

Summary

A summary of the activities staff have been working on in Navigation, Safe Routes to School, BikeShare and Marketing can be found below.

Staff Recommendation/Request

Information only

Implication (policy and/or financial)

Information only

Highlights

Safe Routes to School (SR2S)

- Schools are beginning to reopen, so bike rodeo season has begun. May will be especially busy. Currently on the schedule are Shadow Hills, Galileo, and Maple Grove elementary schools.
- The Whitney Bike Club starts March 31, 2021.
- SR2S continues to work with the Boise Bicycle Project for bike fix-it nights around the valley.
- Bike to School Day is May 5, 2021. SR2S will be involved with schools all over offering incentives.
- SR2S will be involved in a bike rodeo at the Children's Museum in Meridian on May 15.
- Bike camps are scheduled with the West YMCA in July.
- Program employees continue to develop online educational materials, including videos on biking and walking safety.
- Staff has also been teaching in Driver's Education classes as time allows.
- Program staff has rehabilitated 55 bikes salvaged by Republic Services. The bikes will eventually go to children in need throughout the valley.

Navigation

- Valley Regional Transit (VRT) hired Kyle Lenhart-Wees as its new Mobility Navigator. Kyle started work on February 1, 2021.
- The biggest outreach of the Navigation area has been with COVID-19 vaccination providers in Canyon County. VRT is providing free rides using VRT OnDemand to and from the 10 vaccination sites.
- Navigator has also been doing outreach to Community School activists and organizers.
- Will soon begin outreach to the Avimore community

Marketing

The marketing department has been working with Stoltz Marketing Group to develop and launch a series of initiatives designed to maintain and grow Valley Regional Transit services' ridership and better serve customers.

- *On-Call Marketing Request for Proposal (RFP)* – VRT issued an RFP on March 10, 2021 requesting proposals from qualified marketing firms to provide a variety of marketing services to the agency.
- *Rebranding* – Staff is developing a plan to rebrand buses and other assets from ValleyRide to Valley Regional Transit.
- *Canyon County On-Demand Service* – VRT is working with Stoltz Marketing Group to develop a broad-based marketing plan to reach multiple audiences in Canyon County. The campaign kicked off on March 15, 2021.
- *Integrated Fare App* – The contract for the integrated fare app has been signed. VRT is coordinating with City Go and Stoltz to develop a big marketing campaign to introduce the public to the app and all it does. Most materials will be developed over the next few months with the campaign expected to launch in the summer.
- *New Website* – The new valleyregionaltransit.org website launched quietly on Monday, January 18, 2021. Few problems have been reported.
- *Safe Travels, Treasure Valley* – The campaign strives to assure the public that riding shared transportation is safe. Through an every-other-week newsletter we and our partner agencies provide updates on programs and industry trends. We invite you to share the subscription page widely:
<https://valleyregionaltransit.us17.list-manage.com/subscribe?u=a2575d0c9e327df42c647285a&id=30356a6b08>.
- *Electric Bus Launch* – We are developing a campaign to celebrate electric buses' addition to the Valley Regional Transit fleet. The first electric buses should arrive in April. The buses will be tested throughout the summer and put into service in the fall. The campaign will emphasize the environmental benefits of going electric.
- *Special Events* – VRT has verbally agreed to work with Treefort Music Fest to run the 'Treeline' shuttle service in downtown Boise as part of the festival in September 2021.

Bike Share

We are now retooling our efforts at recruiting corporate sponsorship to target a spring of 2022 launch. The lead time necessary to order the bikes, have them manufactured and delivered would put us in a late summer or early fall launch.

On March 15, 2021 we launched an online auction to sell the remaining GreenBikes and other equipment no longer needed by the bike-share program. The auction will wrap up on March 28, 2021. The goal of the auction was to try and raise \$10,000.

The only other issue left unresolved is the fate of the Boise GreenBike shop on 34th Street in Garden City. VRT is leasing the building for \$2,300/month and paying utility costs. The location is good and it will be hard to find another shop this close to the

center of the service area, especially at this price. The lease comes up for renewal at the end of August, 2021. We expect there to be an increase in the monthly lease expenses, though we don't know how much it will be. The area around the shop in Garden City is set to begin developing over the next couple of years. The landlord has fielded a lot of calls from other entities interested in leasing the property. The owners are not interested in selling. VRT has decided to defer trying to re-launch bike-share this year.

More Information

For detailed information contact: Dave Fotsch, Programs Director, 208-331-9266, dfotsch@valleyregionaltransit.org



TOPIC	Community Projects/Outreach Efforts Update
DATE	March 16, 2021
STAFF MEMBER	Mark Carnopis

Summary

This memo provides updates on current and future community outreach efforts, including those related to the Valley Regional Transit (VRT) Strategic Plan goals.

Highlights

- In April, a draft of internal procedure(s) to ensure public accessibility to outreach materials (e.g. surveys, website, and brochures) for those with physical and visual limitations will be presented to the Regional Advisory Council for review and comments.
- The public records policy is being updated to include a section on records retention. Several other policies are being reviewed to determine whether updates are necessary.
- Work continues on development of a marketing campaign for the current on-demand service in Nampa/Caldwell with Stoltz Marketing. Elements of the campaign include utility bill inserts and a wrapped bus.
- Riders First campaign resources/collateral also continue to be developed. The campaign is designed to modify and improve internal (primarily) and external focus and culture to better lead public transportation initiatives in the Treasure Valley. We will roll out the campaign in early May.
- Outreach materials for the planned expansion of Rides 2 Wellness into Canyon County are almost complete. These resources include flow charts for both OnDemand and Rides 2 Wellness medical staff can use to explain the new service to clients. The new service is expected to begin operation in April 2021.
- Work continues on completing updates on our new website.

More Information

Attachments: None

For detailed information contact: Mark Carnopis, Community Relations Manager, 208-258-2702, mcarnopis@valleyregionaltransit.org



TOPIC	City Go Report
DATE	April 5, 2021
STAFF MEMBER	Kaite Justice

Summary

This memo provides a status update of activities related to the downtown mobility collaborative, City Go.

Highlights

- In March, we brought on Bittercreek and Diablo and Sons as new City Go members.
- In March, we signed a new pass program contract with Bittercreek and Diablo and Sons to provide free access to Valley Regional Transit (VRT) buses for their employees.
- City Go held two virtual discussion events in March.
 - “Return to Work”
 - Event description: Join City Go for a virtual discussion on all things parking, transportation, and returning to the office. A lot has changed downtown over the last year and we want to discuss challenges, concerns, solutions, and sustainability as we navigate work and commuting post-COVID.
 - 21 attendees including Clearwater Analytics, St. Luke’s, and Ada County
 - “Service Industry Transportation”
 - Event description: The service industry has unique commuting needs, and transportation and parking challenges that are often not well addressed. Join City Go for a virtual discussion on employee transportation challenges, service industry needs, and the changing landscape of travel and parking due to COVID-19. We will also discuss potential solutions and how we can better serve food and service workers in downtown Boise.
 - 13 attendees including Boise Centre, Mad Swede Brewing, Bacon, and Grove Hotel
- City Go launched their expanded steering committee with new partners. New partners include St. Luke’s Health System, Ada County, Sales and Marketing Heuristics, Desman and Associates, ULI Idaho, and Downtown Boise Association.
- City Go completed the templates for their employer transportation benefits videos. City Go completed videos for St. Luke’s and Ada County. Staff will continue to produce videos for all members throughout April.
- City Go reached out to 83 businesses in March and held seven introductory meetings.
- City Go has been working to build out a digital employer toolkit for promoting sustainable transportation options downtown. The toolkit will launch in April and include videos, flyers, social media posts, how-tos for each mode, and more.

For detailed information contact: Kaite Justice, City Go Director, 208-258-2750, kjustice@valleyregionaltransit.org



TOPIC	Corporate Sponsorship and Underwriting Department
DATE	April 5, 2021
STAFF MEMBER	Jason Russell

Summary

Valley Regional Transit - Underwriting Division			
	FY 20	FY 21	FY 22
Target Revenue:	\$435,835	\$528,246	\$600,000
Actual Contracted Revenue:	\$461,133	\$517,177	\$167,888
% of Target Revenue:	106%	98%*	28%*

*As of 3/16/21

Advertising contracts won in second quarter

- DaVita Kidney Care
- Intermountain Gas
- Comprehensive Cancer Control of Idaho
- Drug Overdose Prevention
- Women, Infant, Child (WIC)
- HIV, STD and Hepatitis Prevention

Idaho Safe Places

The Underwriting Division is working with the Idaho Youth Ranch to educate the community about the Safe Places program in Idaho. The Idaho Youth Ranch is bringing the national program to Idaho so children and teens in crisis can go to approved, safe locations for help.

This partnership may include:

- Purchased advertising space.
- Safe Place designation for VRT buses and transit centers.
- Training Valley Regional Transit (VRT) staff to recognize and assist youth in crisis and using VRT.

Public Art creative process

Valley Regional Transit and Boise City Department of Arts & History have partnered once again to bring Art in Transit to the community.

- Artwork by local artists whose will be featured on transit shelters throughout the city.
- Businesses and organizations will be invited to support the project through sponsorships.

City Go!

City Go and Underwriting share target customers. The two divisions are working together to develop attractive advertising and commuter services packages to market to Boise businesses and organizations.

ACCESS Fleet

Healthcare industry advertisers have recognized that VRT's ACCESS service can deliver their message to the door of their audience. DaVita Kidney Care, Birthright of Boise and Hepatitis C Prevention be featured on ACCESS vehicles this spring.

For detailed information contact: Jason Russell, Underwriting Manager, 208-440-2515, jrussell@valleyregionaltransit.com