



Metropolitan Transportation Commission

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105

Meeting Agenda

Policy Advisory Council Equity & Access Subcommittee

Christine Fitzgerald, Chair

Johnny Parker Jr., Vice Chair

Friday, December 15, 2023

11:00 AM

Board Room - 1st Floor

The Policy Advisory Council Equity & Access Subcommittee is scheduled to meet at 11:00 a.m. or immediately following the 10:00 a.m. Policy Advisory Council meeting, whichever occurs later

This meeting shall consist of a simultaneous teleconference call at the following location(s):
Kaleidoscope Coffee, 109 Park Place, Richmond, CA 94801
NVRTA, JoAnn Busenbark Boardroom, 625 Burnell St., Napa, CA 94559

Meeting attendees may opt to attend in person for public comment and observation at 375 Beale Street, Board Room (1st Floor). In-person attendees must adhere to posted public health protocols while in the building. The meeting webcast will be available at <https://mtc.ca.gov/whats-happening/meetings/live-webcasts>. Members of the public are encouraged to participate remotely via Zoom at the following link or phone number.

Members of the public participating by Zoom wishing to speak should use the “raise hand” feature or dial *9. When called upon, unmute yourself or dial *6. In order to get the full Zoom experience, please make sure your application is up to date.

Attendee Link: <https://bayareametro.zoom.us/j/83479150811>

iPhone One-Tap: +13462487799,,83479150811#

Join by Telephone (for higher quality, dial a number based on your current location) US:
888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 834 7915 0811

International numbers available: <https://bayareametro.zoom.us/j/83479150811>

Detailed instructions on participating via Zoom are available at:

<https://mtc.ca.gov/how-provide-public-comment-board-meeting-zoom>

Information on upcoming MTC meetings may be found here:

<https://mtc.ca.gov/meetings-events>

Members of the public may participate by phone or Zoom or may submit comments by email at info@bayareametro.gov by 5:00 p.m. the day before the scheduled meeting date. Please include the committee or board meeting name and agenda item number in the subject line. Due to the current circumstances there may be limited opportunity to address comments during the meeting. All comments received will be submitted into the record.

The Policy Advisory Council advises the Metropolitan Transportation Commission on transportation policies in the San Francisco Bay Area, incorporating diverse perspectives relating to the environment, the economy, and social equity.

Roster

Pamela Campos, Anne Olivia Eldred*, Ilaf Esuf, Christine Fitzgerald (Chair), Gabriela Orantes, Johnny Parker Jr., (Vice Chair), Vinay Pimple, Terry Scott, Howard Wong, and Roland Wong
*Alternate

1. Call Meeting to Order / Roll Call / Confirm Quorum

Quorum: A quorum of this subcommittee shall be a majority of its regular voting members (6).

2. Welcome - Christine Fitzgerald, Policy Advisory Council Equity & Access Subcommittee Chair

3. Action

- 3a. [23-0887](#) Approval of the September 22, 2023 Meeting Minutes
- Action:** Subcommittee Approval
- Attachments:** [3a_23-0887_09-22-2023_Policy_Advisory_Council_Equity_and_Access_Subco](#)

4. Information

- 4a. [23-1259](#) Progress Report on Action 22 of the Transformation Action Plan: One-Seat Ride Pilot Program
- Update on Action 22 of the Transformation Action Plan: One-Seat Ride Pilot Program.
- Action:** Information
- Presenter:** Drennen Shelton
- Attachments:** [4ai_23-1259_Summary_Sheet_Progress_Report_on_Action_22_of_the_Transforma](#)
[4aii_23-1259_Attachment_A_Transformation_Action_Plan_Accessibility_Items.pdf](#)
[4aiii_23-1259_Attachment_B_Transformation_Action_Plan_One-Seat_Ride_Pilot_Pr](#)
[4aiv_23-1259_Presentation_TAP_Action_22_One-Seat_Ride_Pilot.pdf](#)

5. New Business

Members of the subcommittee may bring up new business for discussion or addition to a future agenda.

6. Public Comments / Other Business

Note: The subcommittee will not take action on items not listed on today's agenda.

*Members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial *9. When called upon, unmute yourself or dial *6.*

7. Adjournment / Next Meeting

The next meeting of the Policy Advisory Council Equity & Access Subcommittee will be held at a time and location to be duly noticed.

Public Comment: The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Meeting Conduct: If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

Record of Meeting: Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site (mtc.ca.gov) for public review for at least one year.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 415.778.6757 or 415.778.6769 for TDD/TTY. We require three working days' notice to accommodate your request.

可及性和法令第六章: MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者，請致電 415.778.6757 或 415.778.6769 TDD / TTY。我們要求您在三個工作日前告知，以滿足您的要求。

Acceso y el Título VI: La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 415.778.6757 o al 415.778.6769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are subject to change by the Committee.

MTC's Chair and Vice-Chair are ex-officio voting members of all standing Committees.



Metropolitan Transportation Commission

Agenda Item 3a

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105

Meeting Minutes - Draft

Policy Advisory Council Equity & Access Subcommittee

Christine Fitzgerald, Chair

Johnny Parker Jr., Vice

Chair

Friday, September 22, 2023

12:00 PM

Board Room - 1st Floor

Roster

Pamela Campos, Anne Olivia Eldred*, Ilaf Esuf, Christine Fitzgerald (Chair), Randi Kinman, Gabriela Orantes, Johnny Parker Jr., (Vice Chair), Vinay Pimple, Terry Scott, and Howard Wong

*Alternate

1. Call Meeting to Order / Roll Call / Confirm Quorum

Present: 9 - Member Scott, Member Wong, Chair Fitzgerald, Member Orantes, (Alternate) Eldred, Member Campos, Member Kinman, Member Esuf and Vice Chair Parker

Excused: 1 - Member Pimple

The following individuals participated from noticed remote locations: Christine (Chris) Fitzgerald and Ilaf Esuf.

Policy Advisory Council Members Baldini and Levin were also in attendance.

2. Welcome - Christine Fitzgerald, Policy Advisory Council Equity & Access Subcommittee Chair

3. Action

3a. [23-1026](#) Approval of the July 28, 2023 Meeting Minutes

Action: Subcommittee Approval

Attachments: [3a 23-1026 07-28-2023 Policy Advisory Council Equity and Access Subcommittee Meeting Minutes Draft.pdf](#)

Upon the motion by Member Orantes and second by Member Pimple, the July 28, 2023 Meeting Minutes were approved. The motion carried by the following vote:

Aye: 7 - Member Wong, Chair Fitzgerald, Member Orantes, Member Campos, Member Kinman, Member Esuf and Vice Chair Parker

Absent: 1 - Member Pimple

Abstain: 1 - Member Scott

4. Information

4a. [23-1030](#) Regional Mapping and Wayfinding Project - Accessibility & Equity Update

Update on the Regional Mapping and Wayfinding Project's approach to accessible design and engagement around accessibility.

Action: Information

Presenter: Aaron Priven & Gordon Hansen, MTC, and Adrian Bell, Applied Information Group

Attachments: [4ai 23-1030 SummarySheet Mapping Wayfinding Accessibility Update.pdf](#)
[4aii 23-1030 AttachmentA Mapping Wayfinding Accessibility Update.pdf](#)

Roland Wong spoke on this item.

Adina Levin, MTC Policy Advisory Council, spoke on this item.

4b. [23-1031](#) MTC's Community Action Resource and Empowerment (CARE) Program

Overview of MTC's CARE Program Cycle 1 Draft Guidelines for Fiscal Year (FY) 2022-23 through FY 2025-26.

Action: Information

Presenter: Judis Santos

Attachments: [4bi 23-1031 Summary Sheet MTC CARE.pdf](#)
[4bii 23-1031 Attachment A CARE Overview.pdf](#)

Bob Allen, Urban Habitat, spoke on this item.

Adina Levin, MTC Policy Advisory Council, spoke on this item.

Veda Florez, MTC Policy Advisory Council, spoke on this item.

5. New Business

6. Public Comments / Other Business

7. Adjournment / Next Meeting

The next meeting of the Policy Advisory Council Equity & Access Subcommittee will be held at a time and location to be duly noticed.

Metropolitan Transportation Commission
Policy Advisory Council Equity and Access Subcommittee

December 15, 2023

Agenda Item 4a

Progress Report on Action 22 of the Transformation Action Plan: One-Seat Ride Pilot Program

Subject:

Update on Action 22 of the Transformation Action Plan: One-Seat Ride Pilot Program.

Background

In July 2021, MTC’s Blue Ribbon Transit Recovery Task Force developed the Bay Area Transit Transformation Action Plan (Action Plan). The Action Plan identified five desired outcomes with associated near-term action items to achieve a more connected, efficient, and user-focused mobility network. One outcome was “Accessibility: Transit services for older adults, people with disabilities, and those with lower incomes are coordinated efficiently,” and with it came five actions, listed in Attachment A: Transformation Action Plan Accessibility Items.

Action 22 of the Transformation Action Plan is to “fund additional subregional one-seat Americans with Disabilities Act (ADA) paratransit ride pilots and develop cost-sharing policies for cross-jurisdictional ADA paratransit trips.” This item provides a progress update on Action 22.

As with fixed routes, traveling across transit agency service boundaries on a paratransit ride necessitates a transfer between systems. Although paratransit transfer trips account for around 10% of all paratransit trips, they have an outsized impact on operations. While riders only need to book the trip through the agency managing the trip origination, transit agencies take considerable resources and time to book, schedule, dispatch, and deliver a cross-jurisdictional paratransit trip. The trip can be very expensive for both the agency and the rider, take several hours, and be arduous for the rider due to the transfer process. Transfers often do not go smoothly, leaving riders in potentially vulnerable situations while awaiting their next vehicle. Instead, a one-seat paratransit ride is a trip to a rider’s final destination without transferring vehicles when crossing transit agency service boundaries.

During COVID, County Connection headed up a pilot for Contra Costa county transit agencies to deliver one-seat inter-jurisdictional paratransit trips. Similarly, Santa Rosa CityBus and Sonoma County Transit began providing one-seat paratransit rides. Building upon the work done by Contra Costa County and Sonoma County transit agencies, MTC's One-Seat Ride Pilot Program is intended to test different concepts for delivering non-transfer paratransit trips to improve paratransit service for riders traveling across transit agency boundaries.

Progress Update on Action 22

Staff developed a draft list of service concepts for delivering a non-transfer paratransit trip. The draft concepts list also provides background on existing Bay Area one-seat ride pilots and proposes methods to focus pilot service on existing transfer trip demand. In September 2023, staff held two information sessions with the transit agency and contracted paratransit staff and two information sessions with members of the Bay Area's nine county-based paratransit coordinating councils to discuss the concepts, receive feedback, and field questions about the pilot program. Following these meetings, staff revised the draft concepts (Attachment A, Transformation Action.

Plan One-Seat Ride Pilot Program Draft Concepts) to include more examples of non-transfer paratransit trips service within the Bay Area. Staff invites input and feedback from the Equity and Access Subcommittee on program concepts and considerations to focus service on existing trip demand.

Next Steps

Staff has identified \$1 million for the program and aims to fund three one-year pilots. Staff plans to revise the draft concepts based on additional input and develop draft guidelines for transit agency pilot proposals over the next month and a half. Staff will return in the late winter or early spring with draft guidelines before issuing a call for proposals to transit agencies in spring 2024. Following the pilot awards, staff will work with agencies to evaluate service during and after the pilots.

Later in 2024, staff will begin working on the second part of Action 22, which will examine formal and informal cost-sharing agreements for cross-jurisdictional paratransit trips, and potentially develop new cost-sharing agreements. This work will also include evaluating and identifying safer transfer points and policies for cross-jurisdictional paratransit trips.

Issues:

None identified.

Recommendations:

Information

Attachments:

- Attachment A: Transformation Action Plan Accessibility Items
- Attachment B: Transformation Action Plan One-Seat Ride Pilot Program: Background and Considerations for Discussion, December 2023
- Attachment C: Presentation

Transformation Action Plan Accessibility Items

Action #	Action Description
Action 21	Designate a Mobility Manager to coordinate rides and function as a liaison between transit agencies in each county, consistent with the Coordinated Plan
Action 22	Fund additional subregional one-seat paratransit ride pilots and develop cost-sharing policies for cross jurisdictional paratransit trips
Action 23	Integration of ADA-paratransit services on Clipper Next Generation (this is an ongoing effort, led by Clipper staff)
Action 24	Identify key paratransit challenges and recommend reforms through the Coordinated Plan update
Action 25	Adopt standardized eligibility practices for programs that benefit people with disabilities (ADA-paratransit)



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Transformation Action Plan One-Seat Ride Pilot Program: Background and Considerations for Discussion (*December 2023*)

Contents

- **Concept of the One-Seat Ride Pilot Program**
- **Existing One-Seat Ride Delivery Models in the Bay Area**
- **Consideration to Focus One-Seat Ride Service on Existing Transfer Trip Demand**

Concept of the One-Seat Ride Pilot Program

A One-Seat Ride (OSR) program provides ADA paratransit rides across existing transit agency service-area boundaries without requiring a transfer. OSR service should continue to be shared-ride service to the extent possible.

The intent of the OSR pilot program is to focus service principally on ADA paratransit trips that are currently being made with transfers. Since paratransit vehicle transfers would no longer need to be coordinated, riders would receive more convenient service while transit agencies (in theory) could achieve cost savings or, at least, avoid incurring added costs. Testing whether this mutual benefit is achievable in practice is one of the aims of the OSR pilot program.

Existing One-Seat Ride Delivery Models in the Bay Area

a. **Limited overlapping service. Each agency serves its own customers**

Example: Santa Rosa CityBus and Sonoma County Transit (SCT)

SCT already operates within Santa Rosa with at least two routes that go all the way through the city, but its ADA service area leaves out much of the city. Under their agreement, SCT now takes its customers to and from anywhere in the Santa Rosa ADA area. Typically, this would take an SCT paratransit vehicle no more than a mile beyond the strict ADA paratransit service area.

For its part, Santa Rosa, whose ADA service area roughly corresponds to the city limits, takes its customers to and from points within the SCT ADA corridors extending roughly two miles beyond the Santa Rosa ADA area.

This arrangement requires no on-going coordination or cost-sharing agreement between the two agencies and allows riders to arrange their trips using procedures they are already familiar with. The arrangement was implemented during the pandemic as a way to reduce contact between riders and drivers.

Application: Where two agencies with overlapping service areas maintain separate ADA paratransit operations. Any two agencies with adjoining service areas could agree to extend their service by a limited amount, creating areas of service overlap that would include many of the most-desired cross-boundary trips.

b. Service beyond existing corridors within another agency's service area

Example: Golden Gate Transit and East Bay Paratransit (EBP) service in San Francisco

Both Golden Gate and East Bay Paratransit (BART) have obligations within San Francisco, including trips to and from limited corridors in San Francisco and Marin / the East Bay respectively. Both Golden Gate and EBP provide one-seat ride trips for their customers to and from anywhere in San Francisco and their home jurisdiction. This includes customers who live in San Francisco. Without this arrangement, transfers would need to be arranged between San Francisco Paratransit and both Golden Gate and EBP. In consideration of the effort that San Francisco is spared by this arrangement, the San Francisco Paratransit pays a portion of the trip cost.

Application: Applies where one agency already has an ADA paratransit obligation in a neighboring jurisdiction.

c. Third-party, non-dedicated operators for non-overlapping areas

Example: Solano Inter-city Taxi

The Solano Transportation Authority STA (aka Solano Mobility) operates a taxi subsidy program that allows ADA paratransit registrants to travel between jurisdictions within Solano County. This enables ADA registrants to travel between Vallejo/Benicia, Fairfield, Vacaville, Rio Vista, and Dixon. The system uses a prepaid card. Credit available for taxi rides can be purchased in increments of \$100 for \$40 (or \$20 for qualified low-income users). Accessible vehicles are available, operated by a separate vendor. Fares are based on a zone system. Some representative fares (before the discount) are:

- Vallejo – Fairfield: \$65

- Fairfield – Vacaville: \$35
- Vacaville – Dixon: \$35

STA's scope is the entire county, but taxis are licensed by individual cities. As a result, users typically need to call two different companies for their going and return trips.

Application: In principle, a similar program could be created wherever two agencies have non-overlapping (or minimally overlapping) service areas. There may be few other cases where an umbrella agency covering multiple agencies could implement a similar program. Where there is no appropriate umbrella agency, the transit agencies would need to negotiate some division of responsibilities for a joint program. Although the Solano program uses taxis, a similar program could use TNCs instead of taxis. A wheelchair accessible option would be required.

d. **Dedicated Contractor**

Example: Contra Costa County One Seat Regional Ride Program

County Connection contracts for one-seat ride service on behalf of itself, Tri-Delta Transit, WestCAT, and LAVTA (East Bay Paratransit does not participate). County Connection bills the participating transit agencies based on miles of service provided to riders within each of their service areas.

The contract is with County Connection's regular provider of ADA paratransit service, Transdev. Transdev in turn contracts with a supplemental provider that works with a flexible pool of independent contractors. This arrangement reduces costs compared to using the regular paratransit fleet, both because the supplemental provider has lower rates and because the regular fleet vehicles are not sent out of the service area. However, there are times when the supplemental provider is unable to provide a trip, resulting in the need for a "rescue trip" provided using CCCTA's regular ADA paratransit fleet.

Application: In principle any agency could administer a similar program for itself and one or more adjoining agencies.

e. **One agency extends service into a neighboring jurisdiction**

Examples: SamTrans service into Santa Clara; WestCAT service to Richmond and San Pablo

The San Mateo County Transit District (SamTrans) operates some routes in Santa Clara County, but provides ADA paratransit even beyond that, including three specific destinations: the Palo Alto Veterans Administration Medical Center; the Vista Center for the Blind and Visually Impaired; and the REACH program. These

locations provide unique services that are not available in San Mateo County. SamTrans does not plan to add more locations.

The Western Contra Costa Transit Authority (WestCAT) provides trips for medical appointments and county services to and from the neighboring cities of San Pablo and Richmond. The service is limited certain hours on weekdays. It avoids the need to arrange a transfer and only takes a vehicle five to ten minutes out of the way.

Application: Applies where an agency can include specific destinations that are requested frequently by its riders and would not cause undue hardship for existing service.

Considerations to Focus One-Seat Ride Service on Existing Transfer Trip Demand

One-Seat Ride service is not a required component of ADA paratransit since it requires operation beyond any one agency's ¾-mile corridor. Therefore, other ADA service criteria regarding fares, trip limits, service hours, etc. do not apply either. This allows for multiple ways to manage cross-jurisdiction trip demand, to keep it similar to the existing level of demand.

Managing demand will allow the pilot program to extend limited funding in order to test multiple concepts on the existing trip demand. Some demand management features to focus the pilots that may be appropriate are listed below.

a. Limited-service area

One concern about one-seat ride service is that vehicles can be taken far from an operator's core service area, resulting in a lot of unproductive vehicle time that is unavailable for ADA-mandated service. To address this concern, one-seat ride service could be restricted to areas where providing service would require the least amount of unproductive travel beyond an agency's service area. These are also likely to be where there is the greatest demand and, as a result, the greatest opportunity to reduce transfers. The Sonoma County program described earlier is an example of a limited-service area one-seat ride program.

b. Limited number of trips per person

Although the ADA regulations prohibit trip limits, no such prohibition would apply to a one-seat ride program. A per rider monthly trip limit would extend program benefits to a broader number of riders. In the same vein, subscription trips (trips on a repeated or

recurring basis, such as to school, work, religious services, dialysis treatment, etc.) could also be excluded from the pilot.

c. Non-standard fare

Currently, the fare of a transfer trip is the combined fare of the two participating agency's fares. One-seat ride fares could be assessed at using other methods, including distance-based and means-based. It would be reasonable to charge up to an amount equivalent to the combined fares of the two participating agencies.

d. Specific times of service

It may be possible to create a quasi-scheduled shuttle service that would provide trips between specified destinations in each agency's service area. In practice, there are few examples of such service. Soltrans at one time attempted to provide scheduled paratransit service for its riders linking to East Bay Paratransit but found it operationally difficult. Shopping shuttles (described below under "Trip purpose limitations") may be a more feasible concept.

e. Off-peak hours only

Transit agency's may be concerned about one-seat rides taking much-needed vehicles far from the regular service area, so it is not available to carry ADA-mandated trips. A one-seat ride pilot limited to off-peak hours would minimize this issue. Paratransit demand typically peaks around 8 AM and around 2 PM, so off-peak service may result in have very limited hours.

f. Trip purpose limitations

Trips could be limited to certain purposes, for example shopping or medical appointments. In the case of shopping trips, an agency could establish a flexible shuttle service that goes to specific destinations, typically local shopping complexes. Typically, a vehicle collects riders at their homes and goes to the shopping location for that day where the driver may wait for an hour or so before returning to riders' homes. Typically, a weekly schedule identifies a specific location for each day of the week. (San Francisco operates a program of this type, limited to destinations within San Francisco, called Shop-a-Round - <https://www.sfmta.com/getting-around/accessibility/shop-round.>)

TAP Action 22: One-Seat Ride Pilot

BAY AREA TRANSIT TRANSFORMATION **ACTION PLAN**



**Action 22: Fund one-seat
paratransit ride pilots and
develop cost-sharing and
transfer policies**

Progress Update
December 15, 2023

Policy Advisory Council Equity & Access Subcommittee

Pilots Underway



Contra Costa County

Operators: County Connection, LAVTA, Tri-Delta, WestCAT

Formal; under MOU

Dedicated supplemental operator, based on miles of service provided in each service area

Started: Nov 2020

Evaluation: Nov 2023 (requesting additional year)

Sonoma County

Santa Rosa CityBus, Sonoma County Transit

Informal, started during COVID; no coordination or cost-sharing

Limited overlapping service for its own customers

Started Spring 2021

Evaluation: Integrated Transit Service Planning Study

Other Delivery Models for Consideration

1) Service into Limited Corridors Where Obligation Exists Now

- Service with paratransit fleet into high use areas
- Simple for customer; could take vehicles out of ADA service for an extended period of time
- East Bay Paratransit and Golden Gate

2) Third-Party, Non-Dedicated Operators (taxis)

- Service provided into other areas using non-dedicated fleet
- Can be used when customer wants; vehicle may not be available
- Solano Mobility Intercity Taxi Program

3) Service to Specific Destinations Near Service Boundaries

- Service with paratransit fleet to specific destinations, like hospitals or schools
- Simple for customers; could increase usage
- SamTrans and WestCAT

Possible Factors to Define Service Offerings

- Limit Service Area
- Limit Trips per Person
- Non-Standard Fares
- Scheduled Shuttles
- Off-Peak Hours
- Limit Trip Purpose

Next Steps

Action 22: Fund one-seat paratransit ride pilots and *develop cost-sharing and transfer policies



Anticipated Timing	Activity
Ongoing Data Collection	MTC review transit agency transfer trip data on a monthly basis
December 2023	Revise Draft Concepts based on feedback and input from Policy Advisory Equity and Access Subcommittee
Late Winter/ Early Spring 2024	Draft guidelines to transit operators and Equity and Access Subcommittee
Spring 2024	Call for Pilot Proposals

** Examination of and development of new cost-sharing agreements and evaluation of transfer policy work will begin in late 2024*