

# CALIFORNIA VANPOOL AUTHORITY

## Board of Directors

1340 North Drive \* Hanford, California 93230  
(559) 852-2711

**Meeting Date:** January 11, 2018

**Time:** 10:00 AM

**Place:** Kings County Association of Governments  
CalVans office at 1340 North Drive, Hanford, CA 93230

This Meeting may also be attended at the following locations:

- Association of Monterey Bay Area Governments, 24580 Silver Cloud Court Monterey, CA 93940
- Fresno Council of Governments, Chicano Youth Center, 1515 E Divisadero, Fresno CA 93721
- Imperial County Transportation Commission, 1405 N Imperial Ave, Suite 1, El Centro, CA 92243 and 128 W. 5th Street, Holtville, CA 92250
- Kern Council of Governments, Conference 1401 19th Street, Board Room, Bakersfield, CA 93301
- Madera County Transportation Commission, Citizens Business Bank, Room 101, 2001 Howard Road, Madera, CA 93637
- Merced County Association of Governments, Conference Room, 369 West 18<sup>th</sup> Street, Merced, CA 95340
- Riverside County Transportation Commission, Sunline Transit offices, 32505 Harry Oliver Trail, Thousand Palms, CA 92276
- San Joaquin Council of Governments, 555 E. Weber Avenue, Stockton, CA 95202
- Santa Barbara County Association of Governments, 1644 Oak Street, Solvang CA 93463
- Tulare County Association of Governments, Conference Room, 210 N Church St., Suite B, Visalia, CA 93291
- Ventura County Transportation Commission, Conference Room, 950 County Square Drive, Suite 108, Ventura, CA 9300

**The call in number for this meeting is 1-866-244-8528, Password 574681**

***Please note that the Brown Act requires that Board members calling in do so from one of the locations noted above. Please contact Ronald Hughes the Executive Director at least 72 hours before the meeting date and time if you plan on calling in from another location.***

*A person with a qualifying disability under the Americans with Disabilities Act of 1990 may request the Authority to provide a disability-related modification or accommodation in order to participate in any public meeting of the Authority. Such assistance includes appropriate alternative formats for the agendas and agenda packets used for any public meetings of the Authority. Requests for such assistance and for agendas and agenda packets shall be made in person, by telephone, facsimile, or written correspondence to Ron Hughes, at the office of the California Vanpool Authority, at least 48 hours before a public Authority meeting.*

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**A G E N D A**

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<u>Item #</u>	<u>Description</u>	<u>Action</u>
1.	CALL TO ORDER  Roll Call – Clerk of the Board	
2.	PUBLIC COMMENT (Unscheduled Appearances)  The public may address the committee on any item relevant to the authority. To comment on an agenda item, speakers should notify the staff member at the meeting location, when the agenda item is announced. The staff member will indicate whether speakers are to make their comments before or after any staff comment or report. Public comment shall precede discussion of the item by the committee. Comments by individuals and entities will be limited to five minutes or as may be reasonable as determined by the conducting officer.	
3.	Consent Items  A. Minutes of November 9, 2017	Action
4.	System Update  A. Green House Gas calculations by County B. Growth in San Joaquin and Coachella regions C. Ridership in Imperial exceeds prior year D. Insurance Loss Rates E. Budget Update F. Marketing and Outreach Efforts G. Form 700s H.	Information
5.	Approve RFP request for up to 200 15-passenger vans	Action
6.	Approve Collaboration with Self-Help Enterprise	Action
7.	Approve Selection of firm for Salary Survey	Action
8.	Adjournment	

Attachments:

Item	Page	Description
A.	6	Board minutes of November 9, 2017
B.	9	Green House Gas Calculations
C.	11	December Newsletter
D.	16	Budget Update
E.	18	Five Year Update

## **STAFF REPORT**

### **3. Consent Items**

#### **A. Minutes of November 9, 2017**

The attached minutes from the last meeting are ready for approval, pending any changes from the members.

### **4. System Update**

#### **A. Green House Gas calculations by County**

The firm of RAMBOLL ENVIRON have prepared GHG (Green House Gas) reductions for the FY 16/17 year based on the passenger lane miles reported to the National Transit Database. The firm used the method described by the California Air Resources Board, making it possible for member agencies to use the numbers to meet their AB32 reduction targets. The report is attached.

#### **B. Growth in San Joaquin and Coachella regions**

The San Joaquin and Coachella areas are starting to take off as growers are taking advantage of the fact that their farmworkers can use CalVans in these regions. The Vanpools are being assigned to both farmworkers and non-farmworkers. The growth in farmworker vanpools is a result of growers taking advantage of the ability to now use CalVans in these two regions. Others using the vans are state and federal employees traveling to or from the regions. Staff is continuing outreach in both areas.

#### **C. Ridership in Imperial exceeds prior year**

The winter season in the Imperial/Yuma area is underway. More than 175 vanpools have made their migration from other parts of California, generally from the Salinas Valley area. This is an increase of 35 vans over last year, with more requests still coming in. We anticipate seeing similar growth in the rest of the regions as vans relocate for the summer months. We had over 375 farm worker vans assigned last summer and may top 500 this summer. The vans for this increase are being funded by Cap and Trade funds.

#### **D. Insurance Loss Rates**

CalVans had another good year as insurance losses go. The loss ratio for last year was 18%, not bad for an agency whose vehicles traveled more than 10 million miles last year, carrying an average of 11 passengers. The overall loss rate is 29.66%. The rate has ranged from 106% in 2012 to 1% in 2013.

The \$10 million coverage is obtained in three parts as a cost saving measure. The base layer is one million followed by a second excess layer of \$1 million. A third excess layer makes up the \$10 million. The loss run below shows the loss run for each of the layers. There have been no claims that exceed the one million base policy as shown below. That is why the loss run for these two layers is zero.

**Philadelphia Insurance Companies**  
**Underwriting Loss Ratio Summary Report - Part I**  
**RMR30011**



Report - RMR30011

**ACCOUNT NUMBER** 81030952 California Van Pool Authority aka Cal Vans  
 1340 North Dr  
 Hanford  
 CA 93230-5979

PRODUCT	YEAR	EARNED PREMIUM	NET INCURRED	LOSS RATIO	TOTAL CLAIM COUNT	TOTAL CLAIMANT COUNT	TOTAL LINE COUNT	OPEN CLAIM COUNT
EE	E&S Excess	8,000,000 Million						
	2014	120,000.00	0.00	0.00%	0	0	0	0
	2015	130,000.00	0.00	0.00%	0	0	0	0
	2016	148,260.42	0.00	0.00%	0	0	0	0
	Total For Product	398,260.42	0.00	0.00%	0	0	0	0

PRODUCT	YEAR	EARNED PREMIUM	NET INCURRED	LOSS RATIO	TOTAL CLAIM COUNT	TOTAL CLAIMANT COUNT	TOTAL LINE COUNT	OPEN CLAIM COUNT
NP	Non Profit Package							
	2012	659,145.00	701,903.43	106.49%	10	27	36	0
	2013	843,147.00	9,217.15	1.09%	5	8	6	0
	2014	696,090.00	202,796.93	29.05%	14	47	47	0
	2015	815,128.00	78,074.49	9.58%	8	16	18	1
	2016	877,938.19	162,674.72	18.53%	18	40	41	9
	Total For Product	3,893,438.19	1,154,666.72	29.66%	55	137	148	10

PRODUCT	YEAR	EARNED PREMIUM	NET INCURRED	LOSS RATIO	TOTAL CLAIM COUNT	TOTAL CLAIMANT COUNT	TOTAL LINE COUNT	OPEN CLAIM COUNT
NU	Non Profit Umbrella	1,000,000 Million						
	2012	104,169.00	0.00	0.00%	0	0	0	0
	2013	194,478.00	0.00	0.00%	0	0	0	0
	2014	79,127.00	0.00	0.00%	0	0	0	0
	2015	88,293.00	0.00	0.00%	0	0	0	0
	2016	83,751.62	0.00	0.00%	0	0	0	0
	Total For Product	549,808.62	0.00	0.00%	0	0	0	0
	Total For Account	4,842,507.23	1,154,666.72	23.84	55	137	148	10

### E. Budget Update

The budget looks good going into mid-year. Revenue and expenses are balanced at 53%. It is anticipated that the budget will grow and need adjustment before years end. Cap and Trade funding and system expansion in new areas will result in it exceeding the budget limits established last June.

Attached is a budget status for the first six months of the year...

### F. Outreach and Marketing Activities

We put out our December newsletter, updating those that use our program and highlighting outreach activities. A copy is attached.

**G. Form 700 completion**

This is your first reminder that we need your Form 700s by April. The form can be accessed at the following link

<http://www.fppc.ca.gov/forms.html>

**I. Five Year Update**

I have attached a Five Year update I prepared for your review. It looks at the past five years and summarizes some of the things we have accomplished as an agency. Let me know if you have any comments or edits you would like to see.

**5. Approve RFP request for up o 200 15-passenger vans**

Staff is preparing for this summer and needs to be ready to purchase vans that will be funded by the \$6 million being allocated for San Joaquin Farmworker Vanpools. The funding will provide for about 170 farm labor vans. The vans remaining will be used for expansion of the general vanpool program. Last summer, the number of assigned farmworker vanpools increase by over 120 vans. It is anticipated, this summer, the growth will be closer to 150 vans. Staff is working to acquire the vans and have them ready for assignment by mid June.

**6. Approve Collaboration with Self-Help Enterprise**

Self-Help Enterprise Staff is proposing a low-income apartment complex in Patterson using Cap and Trade funds. The funds are competitive and require an applicant to address both Housing and transportation needs. Self-Help Enterprise and CalVans collaborated in two successful applications last year for projects in Tulare County and would like to do the same for the Patterson project.

The project in Patterson will also require Stanislaus COG's membership in CalVans. Self-Help Enterprise and CalVans staff has met with COG staff and anticipate that the COG will take action to become a member in January.

Staff is recommending that Staff be authorized to work with Self-Help Enterprise in their application for Cap and Trade funds.

**7. Approve Selection of firm for Salary Survey**

CalVans has grown over the past two years as it has expanded into other regions. Staffing in the outlying offices has increased as the program has grown in these regions. It has been difficult to find employees in outlying areas due to the higher cost of living in other regions. This problem will grow as we continue our expansion in both the Riverside and Stockton areas. The recent increases in minimum wages only exasperate the issue.

Staff is recommending that a firm specializing in Salary studies be secured to look at existing salaries and salary differences by region with the goal of establishing salary ranges for the different areas served by CalVans.