

# CALIFORNIA VANPOOL AUTHORITY

## Board of Directors

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

**Meeting Date:** July 13, 2017

**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; 115 Monterey Salinas Hwy, Salinas, CA 93908
- 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, To updated Monday
- 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, Porterville City Hall, 291 North Main, Porterville, CA 93257
- 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)	
	<p>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.</p>	
3.	Consent Items	Action
	A. Minutes of May 11, 2017	
4.	System Update	Information
	A. Program Growth	
	B. Insurance Update	
	C. Marketing and Outreach Efforts	
5.	Approve Transit Aid III position	Action
6.	Approve Transit Manager position	Action
7.	Approve MOU with Sunline Transit	Action
8.	Adjournment	

Attachments:

Item	Page	Description
A.	9	Board Minutes of May 11, 2017
B.	13	TAC Minutes of June 29, 2017
C.	16	Sunline Transit MOU
D.	42	List of General Vanpools with locations
E.	48	List of Agricultural Vanpools with location
F.	55	Philadelphia Insurance Report
D.	62	Driver Story-Vanpool to the Rescue
D.	63	Driver Story-A Simple Process

**STAFF REPORT**

**3. Consent Items**

A. Minutes of May 11, 2017

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

**4. System Update**

**A. Program growth**

The program continues to grow with the agricultural vanpool program growing the most. This is a result of cooperation with the US Department of Labor and shortage of farmworkers. Growers want to both attract and retain those workers they have. Where they do not have an adequate workforce, many growers are looking to the H2A. Using H2A workers involves an application to the EDD office showing that the growers have both housing and transportation in place. CalVans has established a simple qualification and approval process when growers propose the use of CalVans.

**Breakdown by Region**

Region	Vans	General	Agriculture
San Joaquin Valley	366	247	118
Salinas Valley	143	10	133
Santa Barbara/Ventura	61	4	57
Imperial Valley	<u>41</u>	<u>0</u>	<u>41</u>
Total	611	261	349

**Breakdown By County**

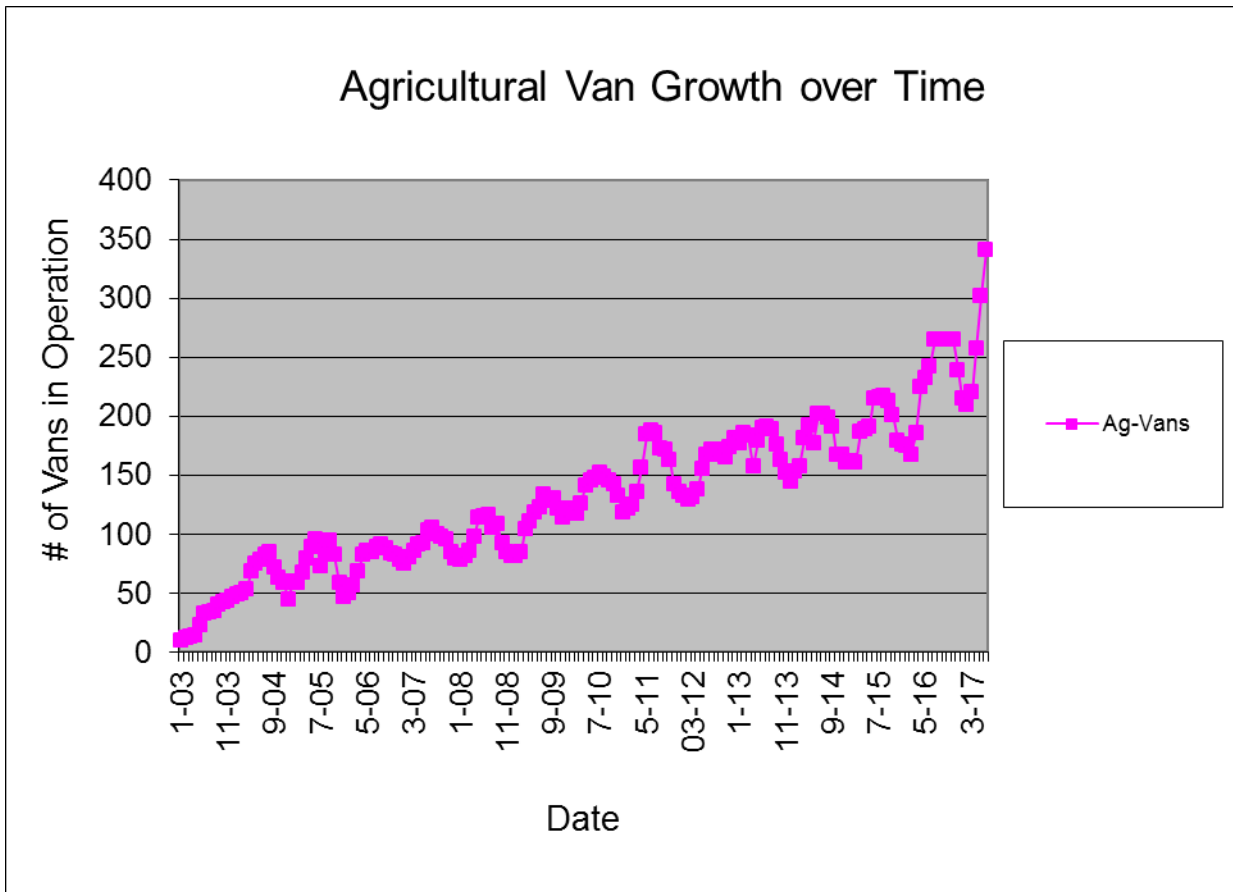
County	Vans	General	Agriculture
Monterey	138	7	130
Fresno	137	71	66
Tulare	94	84	10
Kings	67	64	3
Imperial	41	0	41
Santa Barbara	35	0	35
Kern	31	23	8
Ventura	26	4	22
Madera	25	1	24
San Luis Obispo	7	4	3
Merced	6	3	3
San Joaquin	<u>4</u>	<u>0</u>	<u>4</u>
Totals	611	261	349

The following are 86 growers that our vanpool groups are presently working for. Many of these provide vouchers to their employees that result in their employees getting a free ride. This is a great motivator for employee retention during this time of farm worker shortage.

**Agricultural Employers:**

A&B Labor	Harris Ranch	Reyes Harvesting
Adalberto Razo Perz	Healthy Harvest	Rincon
AGR Contracting	Hilltown	Rio Farms
Alila Farmlabor	ISA Contracting	Rivas
Azcona	J&D Harvesting	Rodriguez Farms
Braga	Jaguar	S&S Harvesting
Buena Ventura	Jorge Castro Farms	Safety Harvest
Cala Ag	JSV Farm Labor	SARC
Coastal Farms	Leopoldo Garcia	Sierra Labor
Cream of the Crop	Llamas	Somoco
Criselda Berry Farms	Lucky AG	South West
Crown Cold Storage	Manzano	Southland Sod
D&J Packing	Margret Gonzales	Summer Harvest
Double Lucky	Maricopa	Sun Valley
Eduardo Trejo	MB Labor	Sunrise
El Bajio Packing	Mc Clurry Farms	Sunrise Packing
Elkhorn	Meadow Lark Harvesting	Tanjmura
Empire Farmlabor	Mike Kreger	Total Labor Force
Family Ranch	Mission Ventures INC	Urquidez
FMG	Ortiz Harvesting	V & V Harvesting
Fred Garza	Oseguera	V.F.S
Fresh Harvest	P.G.M.	Valley Pride
Fresh Select	Pacific Farms	Vista Pacific
Fruit Harvest Inc.	Pacifica Personnel	Vista Verde
G&G	Peri & Sons Farm	VTA
Garza Contracting	PPL	Wawona Packing
Gerawan Farming	Preferred	Western Packing
Golden Hill	Premium Packing	Y&T Labor
Guadalupe Antuna	Rancho Purisima	

The growth in the program has expanded rapidly over the past year, jumping from a high of 265 to 341 this summer. It would be higher if we had more vans to assign but have exhausted our supply late last month.

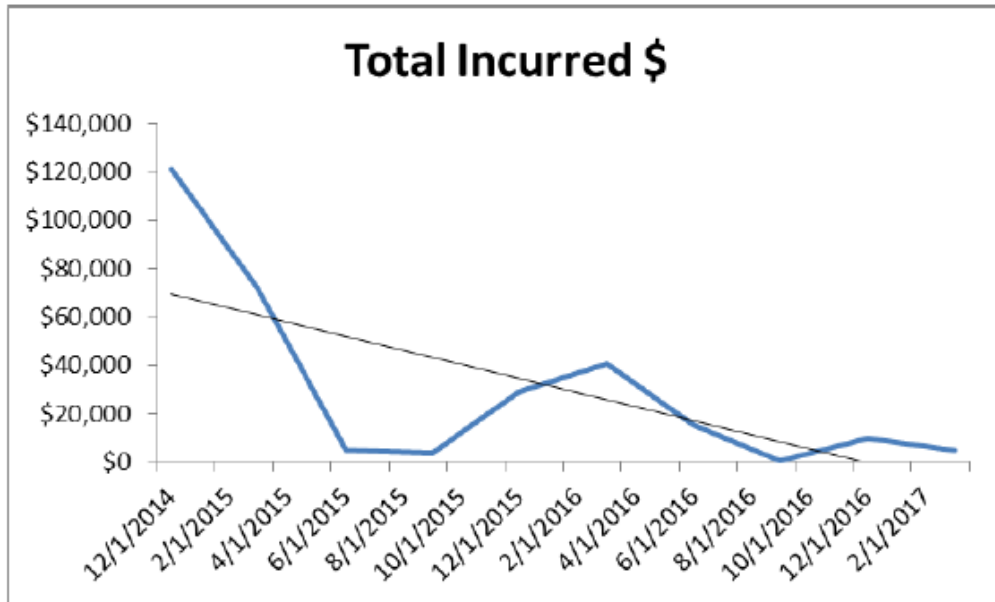


**B. Insurance Update**

Staff received a mid year update from Philadelphia Insurance Companies, the insurer for the CalVans fleet. The attached report summarizes the losses over the past three years at 32.53%, with this year tracking at 4.02%. So far the trend looks good as CalVans drivers will have traveled more than 10 million miles by the end of the year.

The following two graphs show the loss breakdown for the first six months followed by the loss breakdown over the past three years.

Item	# Claims	Losses	Percent
1. General Liability	0	\$0	0%
2. Commercial Auto Liability	1	\$3,411	1.07%
3. Commercial Auto Physical Damage	2	\$12,444	16.09%
4. Property	0	\$0	0%
Totals		\$15,855	4.02%



**C. Marketing and Outreach Efforts**

Staff attended a number of events over the past several months. The following list notes when and where the events happened:

**May**

**May 3<sup>rd</sup>** – Visited El Centro office to take videos of current vanpools. The video is located on our website and YouTube channel.

*VIDEO:*

<https://www.youtube.com/watch?v=MfEOwXs4sVk>

**May 10<sup>th</sup>** – Attended US DOL FLC Training and Resource Fair. CalVans staff had a booth and did a presentation for the Department of Labor FLC Training.

**May 16<sup>th</sup>** – Dropped off marketing materials in the neighborhood near the VA Hospital in Fresno. The hospital’s parking lot does not have enough room for all the vehicles, employees currently park in the neighboring areas, some over a mile away.

**May 23-25<sup>th</sup>** – Visited the Oxnard office to take videos and write stories. Stories are located on the CalVans blog and the videos are located on our YouTube channel and CalVans website.

*VIDEO:*

<https://www.youtube.com/watch?v=su9xbyq0u5M>

<https://www.youtube.com/watch?v=lqGVpZu8DT0>

<http://www.calvans.org/why-us/video-gallery>

*BLOG:*

<http://www.calvans.org/about-us/calvans-blog/all>

**May 31<sup>st</sup>** – Met with members of Vanpool 372, who helped someone off the side of the road.

**June**

**June 13<sup>th</sup>** - Attended EMPLEO quarterly meeting. CalVans is a member of EMPLEO, a makeup of different Fresno County organizations that come together to discuss events we can all attend and how we can best serve the Ag community.

**June 15<sup>th</sup>** – Attended Visalia Industrial Round Table meeting. CalVans is a member of the VEDC. We meet once a month to speak to the Industrial managers about the benefits of vanpools at their job site.

**June 17<sup>th</sup>** – Attended Tune In and Tune Up Event in Bakersfield. CalVans had a booth at the event to inform people about the CalVans program.

**June 21<sup>st</sup>** – Attended VEDC Annual meeting. Members of the VEDC were invited to a breakfast meeting and presentation to welcome new members.

**June 23<sup>rd</sup>** - Attended event at Tracy Defense Depot. Staff provided outreach in the San Joaquin Area. We were invited by the company to share information about our vanpool program with all of their employees.

**June 27<sup>th</sup>** – Met with 13 Senate and Assembly members or their staff explaining what CalVans is, how it serves the minority population while providing funding for local transit agencies.

**5. Approve Transit Aid III position**

The agency presently has two transit Aide positions, a Transit Aide and a Transit Aide Leadworker. Where we have two or more Transit Aides at a location, we have one assigned Leadworker. The Leadworker is responsible for passing on the directions of the site Transit Coordinator and seeing that work is being done properly.

Most outlying locations have three or fewer positions; the Hanford site is the exception with eight or more. It is also the location where new Transit Aides receive their training and where activities are coordinated with other sites. The Leadworker at this site spreads his time between overseeing the Hanford site and working with the outlying sites. The following graph shows existing allocations as well as those forecasted for the future:

	<i>Hanford</i>	<i>El Centro</i>	<i>Ventura</i>	<i>Greenfield</i>	<i>Stockton</i>	<i>Coachella</i>	<i>Total Staffing</i>
<b><u>Present Assignments</u></b>							
Transit Aide Leadworker	1	1	1	1	0	0	4
Transit Aide	10	2	0	1	1	0	14
<b><u>Forecasted Assignments</u></b>							
Transit Aide III	1						1
Transit Aide II	1	1	1	1	1	1	6
Transit Aide I	10	2	1	2	1	1	17

Staff is recommending the creation of a third position in the Transit Aide series. The new designations would be Transit Aides I, II or III, with the III position being assigned to the Hanford office. The Transit Aide Leadworkers designation would be changed to Transit Aide II, their duties and pay scale would remain the same.

This new Transit Aide III position would continue to provide support and oversight to the outlying Transit Aides and oversee a Transit Aide II at the Hanford office who could then coordinate the day-to-day tasks. This change would result in one new Transit Aide II position being assigned to the Hanford office.

All positions have a 5-step pay range. The new Transit Aide III position would overlap the Transit Aide II pay range and start at the fourth Step. The monthly and annual pay ranges are shown below:

	Monthly		ANNUAL	
Transit Aide I	1,953	2,383	\$ 23,436	\$ 28,596
Transit Aide II	2,268	2,768	\$ 27,216	\$ 33,216
Transit Aide III	2,607	3,182	\$ 31,284	\$ 38,184

**6. Approve Transit Site Manager position**

Staff is recommending the creation of a new position called a Transit Site Manager to oversee remote operations that are being established. A person would be able to move from this position to the Transit Coordinator as the size and the scope of work increased. At the present time the assignment of a Transit Coordinator to a new location is not necessarily justified until sufficient growth has occurred in a region. This normally takes several years to accomplish.

The position will be under the oversight of a Transit Coordinator assigned to the Hanford office. The Coordinator would provide support to the Manager and assist as needed. It is envisioned that this position would be assigned to the Imperial and/or San Joaquin County areas.

The monthly and annual pay ranges are shown below for the Transit Site Manager and the Transit Coordinator:

	Monthly		ANNUAL	
Transit Site Manager	3,262	3,981	\$ 39,144	\$ 47,772
Transit Coordinator	5,499	6,714	\$ 65,988	\$ 80,568

**7. Approve MOU with Sunline Transit**

The attached MOU with Sunline transit will allow CalVans vanpools to receive \$400 per month, funded through Sunline transit. This is to encourage riders to form vanpools and will be available to all vanpools, including farmworkers working in the Coachella Valley. CalVans will collect and report all passenger data into Sunlines UZA area resulting in an increase in Federal funds coming back to Sunline.

Staff is recommending approval of the MOU and authorization for the Executive Director to sign the document.