

California Vanpool Authority (CalVans)

Minutes of Board Meeting

A regular meeting of the California Vanpool Authority was called to order by Joe Neves, Board member at 10:00 a.m. on April 10, 2014 in the conference room of CalVans, 1340 North Drive, Hanford, CA. 93230

California Vanpool Authority Members

AMBAG – Association of Monterey Bay Area Governments
Fresno COG – Fresno Council of Governments
KCAG – Kings County Association of Governments
Kern COG – Kern Council of Governments
MCTC – Madera County Transportation Commission
MCAG – Merced County Association of Governments
NCTPA – Napa County Transportation & Planning Agency
SACOG – Sacramento Area Council of Governments
SBCAG – Santa Barbara County Association of Governments
TCAG – Tulare County Association of Governments
VCTC – Ventura County Transportation Commission

1. CALL TO ORDER

Roll Call – Clerk of the Board

Directors present:

AMBAG	Scott Funk	Primary
Kern COG	Jon Johnston	Primary
KCAG	Joe Neves	Primary
MCAG	Jerry O'Banion	Primary
MCTC	Robert Poythress	Primary
NCTPA	Tom Roberts	Secondary
SACOG	Sharon Sprowls	Secondary
SBCAG	Jim Richardson	Primary
VCTC	John White	Secondary

Directors absent:

Fresno COG	Sylvia Chavez/Gary Yep
TCAG	Rudy Mendoza/Janet Hinesly

Counsel present: Zack Smith

Staff/Visitors in attendance:

Ron Hughes, Baldev Randhawa, Gus Banda, Georgina Cardenas and Trish Barberick from CalVans.

Also in attendance were Christine Chavez, Teresa Nickell and Donna Blocker

2. UNSCHEDULED APPEARANCES:

No unscheduled appearances.

3. CONSENT CALENDAR:

A. Minutes of March 13, 2014.

Motion was made, seconded Funk/O'Banion and unanimously carried to approve the consent calendar A: Approval of minutes of March 13, 2014. Commissioner Roberts abstained.

4. SYSTEM UPDATE.

a. RECAP OF PUBLIC TESTIMONY RECEIVED DURING PREVIOUS BOARD MEETING.

Ron addressed all questions/statements received during the public testimony at the last Board meeting. Board members were given an itemized response to all of Mrs. Dow's comments/concerns.

Commissioner White commended Ron that his responses were well written and very clear.

Commissioner Richardson concurred that Ron's responses were very well written and thanked him for taking the time to address each and every question, comment or concern.

Commissioner Sprowls inquired about the administration cost and how it is allocated/divided.

Ron explained the use of time cards by the Transit Aides whom separate their hours worked between which vans/projects they are working on in the field. A 60/40 split seems to be the norm.

Commissioner Sprowls also inquired about the variable rate by mile charge, if it is in the budget and accounted for in the overhead.

Ron explained the rate is month to month usually for a year as fuel can fluctuate monthly, weekly or even daily.

Commissioner Neves reiterated thanking Ron for his report that included milestones and the history of CalVans.

b. REVIEW OF CALVANS OPERATING STRUCTURE.

Ron responded to a number of questions raised in regard to CalVans operating structure as it relates to lease obligations, use of monies received from the sale of vans and the decline in cash flow in recent years.

Ron explained the fares collected and the different structures between general and farm labor vanpools with an example of a monthly invoice. He also explained in detail the growth of public vanpools from the beginning to the separation with KCAPTA and the reasons why CalVans was formed.

5. REVIEW POLICY OF TEMPORARILY RELOCATING TO YUMA/IMPERIAL AREAS.

Ron stated CalVans has been going to Yuma/Imperial areas for about 4 years and CalVans has letters of support from Imperial County Transportation Commission (ICTC) and Yuma County Intergovernmental Public Transportation Authority (YCAT). Ron explained the movement to the Yuma/Imperial area grew out of a request from both growers and workers in the Salinas Valley. The Salinas and Imperial areas are some what tied together due to the fact that the crops grown in the Salinas Valley during the summer are also grown in the Imperial Valley in the winter. For Contractors to have year round work they have to farm both areas. This is the same for the Farm Workers, unless they want to stay in Salinas on unemployment.

The Yuma/Imperial area is just one of the locations workers travel to. Vans presently travel from Ventura to Bakersfield, Kings County to San Luis Obispo and Madera to San Benito.

The growth and acceptance of our program is a direct result of us allowing farm workers to shift to other areas including the Yuma/Imperial area. Each time they return, word spreads and other Contractors and Growers ask about vouchers and CalVans.

Staff recommends continuing the temporary relocation of vanpools and staff to Yuma going forward.

Commissioner Funk inquired if the Growers cover the cost to offset the cost of the relocation.

Ron replied that rates are raised during that time to cover the cost.

Motion was made, seconded Funk/White and unanimously carried to approve the temporary relocation to Yuma/Imperial areas.

6. REVIEW POLICY ON LEASE/PURCHASING VANS.

Staff reported as indicated earlier, that the general vanpool started without any money, requiring the ability to lease/purchase vans as needed. After 5 years the van was paid for and the vanpool group was given the option of keeping the van at a lower cost or getting a new van. A number of vans purchased 10 years ago are still in use.

Most of the vans were lease purchased with about 20 percent purchased by others that are restricted to the areas in which they can operate. We are a regional

agency and are constantly shifting vans between regions as needed. The only option to lease/purchasing vans is to create a fund for the replacement or purchase of new vans as needed. 40 vans cost a million dollars and we would need approximately 2 million to replace as well as add to our fleet. Without the lease/purchase option, \$185,000 per member per year would be needed.

CalVans currently has three options going forward. One is to cease leasing vans and gradually close the program as the vans wear out. Two is to create a replacement fund with member's contribution or third is to continue lease/purchasing vehicles as Staff has been doing successfully for the past 12 years. Since CalVans was formed on the condition that the member agencies were not required to provide or contribute funds to the agency, Staff recommended that the leasing of vehicle continues as vehicles are needed for additional growth and replacement of older vans.

Commissioner Sprowls inquired about the time it takes from when the van is ordered to the time it is on road.

Ron replied that it takes approximately one week from the time the van is received to the time the van is on the road. Radios (MDT) must be installed in the general vanpools and radios and rhino lining must be installed in the farm labor vans.

Motion was made, seconded O'Banion/Poythress and unanimously carried to approve the third option of continuing to lease/purchase vans.

7. REVIEW CALVANS ROLE IN ADVOCATING FOR BROADER PUBLIC VANPOOL USE.

Ron stated from the inception of the vanpool program Staff has assumed the role of a champion for some and a mentor for others. This involves meetings, presentations and a presence for marketing the project.

Staff believes that the promotion of vanpooling for agricultural workers in rural areas is an important issue.

Commissioner White commended Ron for a wonderful program and wants to see it continued.

Commissioner Roberts inquired about our mission statement, if it included the language to continue to develop, educate and promote the program.

Commissioner Neves stated CalVans mission statement is on-line and recommended all Board members take a look at it and see if there needs to be an adjustment to it. He recommended bringing this item back to the next Board meeting.

This motion was tabled and will be brought back to the next Board meeting.

8. AUTHORIZE THE LEASE/PURCHASE OF UP TO 10 ADDITIONAL SPRINTER VANS.

Staff reported it has acquired the Sprinter van authorized at a prior Board meeting. Vanpool groups are interested in switching to the Sprinter vans. Ron reported the van is getting about 26 MPG compared to the 12 MPG the Chevy vans are getting.

Staff recommended the lease/purchase of up to 10 additional Sprinter vans to be acquired as needed. Staff will report back on how they compare to the existing vans over time.

Commissioner White commented that the Sprinter van is pretty great. His only concern is the perception of driving a Mercedes.

Commissioner Neves stated the diesel engine can also be perceived as a negative although most of the delivery vans have changed over to the Mercedes Sprinter van due to the efficiency.

Motion was made, seconded Poythress/Funk and unanimously carried to authorize the lease/purchase of up to 10 additional Sprinter vans.

9. REVIEW FY 12-13 AUDIT.

Staff reported that the FY 12/13 audit is complete. Ron commented that he has responded to all comments received from Mrs. Dow at the last meeting. Each comment has been addressed.

Staff recommended that the FY 12-13 audit be accepted and approved.

Commissioner Sprowls commented that in the future, quarterly reports to the Board would be appreciated.

Ron replied that our Accountant Auditor, Baldev Randhawa will send reports at least quarterly.

Commissioner Neves requested that quarterly reports to the Board members go out every quarter even if there isn't a Board meeting.

Commissioner Roberts commented that he is happy with the audit and understands the financial depreciation on vehicles as they have the same thing on their audits.

Commissioner Neves stated that is government accounting.

Motion was made, seconded Poythress/O'Banion and unanimously carried to approve the FY 12-13 audit.

10. MISCELLANEOUS COMMENTS

Ron commented that he will be retiring in approximately 2 years and there is still much more to be done as CalVans continues to grow.

Commissioner Neves reminded all Board members that their 700 forms were due on 3/31/2014 and if the forms have not yet been submitted to please do so.

Commissioner Neves informed everyone that the next Board is on Thursday, May 8th at 10:00 am and that the mission statement regarding advocating for broader public use has been tabled and will be brought back to the next meeting.

The meeting was adjourned at 10:48 a.m.

Respectfully submitted,



Ronald H. Hughes
Executive Director

4/10/2014 tb