

Technical Advisory Committee Minutes

A regular meeting of the California Vanpool Authority Technical Advisory Committee was held on April 24, 2014 at 1:30 p.m. 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
Kern COG – Kern Council of Governments
KCAG – Kings County Association of Governments
MCTC – Madera County Transportation Commission
Merced COG – Merced County 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. ROLL CALL AND ATTENDANCE

Ron Hughes, Baldev Randhawa, Georgina Cardenas, Carmen Mora and Trish Barberick from CalVans.

Also attending were, Alan Holmes, Teresa Nickell, Suzanne Martinez and Lori Flanders.

2. PUBLIC COMMENT

No comments were received.

3. CONSENT ITEMS

All items listed as consent items are considered routine and will be enacted by one motion. For any discussion of any consent item, it will be removed at the request of any Board member and made a part of the regular agenda.

- A. Minutes of 3/27/14.

Motion was made, seconded Lori Flanders/Alan Holmes unanimously carried to approve minutes of March 27, 2014. Suzanne Martinez abstained.

4. SYSTEM UPDATE

A. Review of recent inspections by Federal DOL Inspectors.

Ron reported the Federal Department of Labor has stated that this year they will be focusing on transportation issues through increased field inspections. Inspectors from San Jose and San Francisco do not seem to have an understanding of the CalVans program.

There have been two recent instances: one where the DOL has questioned the driver of one of our vans regarding being a foreman and inspectors inspected other vans but not ours and the Contractor out of fear our vans would be stopped in the future, told the three van drivers that they could no longer drive the van to work.

Educating the DOL inspectors of the CalVans program has been an ongoing process with inspectors from other areas, as the DOL has not discussed the CalVans project within their own organization.

B. Presentation to Caltrans Planning group.

Staff presented the CalVans program to a group of Caltrans planners who were in Visalia for a training session. This is the second time Staff has made this presentation. Those in attendance asked a number of questions on how the program worked and were impressed that, as a public transit agency, it was able to generate funds for others.

5. REVIEW REQUEST FROM SACOG TO WITHDRAW FROM AGENCY.

Staff reported that SACOG Staff has indicated that it will be withdrawing from CalVans. This is due to other workload requirements on SACOG Staff and the lack of project growth in the SACOG region. The SACOG Board will take formal action at its next meeting, after which CalVans Staff will notify the vanpools operating in the SACOG region, giving them 30 days to make other arrangements. Currently, there are five vanpools running in the SACOG region.

Staff reported that the program has struggled in the SACOG region for a number of reasons. The general vanpools never really took off due to the condition that vans could not be given to those traveling into Sacramento along the major highways, as this was seen as competition to the buses that serve the Sacramento region.

For the agricultural vanpools there is limited law enforcement in the area making it worth the risk to drive their own unsafe, uninsured vehicles without a valid driver's license.

With SACOG leaving, CalVans will lose the financial support that they provided during the past two years. This support offset the cost of the office and utilities in the Woodland office.

The closing of the Woodland office will also impact the Napa area, as coverage of the Napa area comes out of the Woodland office. Staff will meet with Napa representatives to discuss options moving forward.

Staff is requesting to grant the approval of the withdrawal of SACOG from CalVans.

6. REVIEW DRAFT FY 14/15 BUDGET.

Staff reported that the 14/15 draft budget reflects the same level of operations as the past year with the exception that the projected miles traveled by agricultural vanpool vehicles has been reduced slightly. Rather than build the budget on projected growth, Staff is taking a conservative approach of budgeting for where we are now.

Ron reported one capital item budgeted and proposed a 4.435% cost of living adjustment for all employees. This would be the first COLA in 6 years; the last COLA was in 2008. The capital item is the upgrading of the vehicle MDT.

As part of the budget, Staff is proposing an increase in revenues by increasing the administration charge for general vanpools by .02¢ and the mileage rate for the agricultural vanpools by .03¢. The slightly higher mileage rate for the agricultural vanpools reflects the fact that they are more expensive to oversee and administer.

As the budget shows, the general vanpool operation still support a portion of the agricultural vanpool operations. This has been the case since the beginning of the program, due to the fact that the agricultural vanpools are billed weekly, instead of once a month like the general vanpools.

Staff recommended the adoption of the draft budget.

Alan Holmes inquired what the cost per mile was for the agricultural vanpools. Ron stated .98¢ per mile.

3-15

Motion was made, seconded Flanders/Holmes and unanimously carried to approve the 14/15 draft budget.

7. REVIEW AGREEMENT WITH AT&T CAPITAL FOR UPGRADING MOBILE DATA TERMINALS.

Staff reported that most of the MDT's in the vehicles operate on a 2G system and are not compatible with the newer 4G system. At some point in the future the 2G system will no longer work. When this happens, the MDT's will cease to function. According to AT&T representatives, we have 6 months to a year before this happens.

Staff has researched other platforms and in all cases it would cost more and be more disruptive to change from AT&T. This is due to the fact that all of our existing components would need to be replaced, if we upgrade, CalVans would only be switching out and rewiring a new computer module under the dash.

Staff recommends the upgrade from 2G to 4G be purchased through AT&T.

Alan inquired about the average age of the MDT's. Ron replied between 2-4 years and that they are durable and Webtech will support the upgrade.

Motion was made, seconded Holmes/Nickell and unanimously carried to approve agreement with AT&T Capital for upgrading MDT.

8. REVIEW REQUEST FROM CTAA TO SPEAK AT ANNUAL CONFERENCE.

Staff reported CalVans has been invited to take part in several sessions that CTAA (The Community Transportation Association of America) is having at their 2014 conference in St. Paul, Minnesota. The sessions will focus on establishing public vanpools in rural areas. Staff has been an ongoing resource over the past few years and the CTAA Staff would like to bring together those that have public vanpool experience so that they can share their knowledge.

CTAA Staff has waived the conference fee leaving the hotel cost and meals as the only items that need to be paid for. Staff will pay for the airline ticket as they will be visiting family in the area for several days after the conference.

Staff requested the approval of the out of state travel and the coverage of the hotel and meals be covered while attending the conference.

Motion was made, seconded Flanders/Holmes and unanimously carried to approve the out of state travel to the CTAA to speak at annual conference and to cover the hotel cost and meals while attending.

9. AUTHORIZE THE LEASE/PURCHASE OF UP TO 10 FORD 15-PASSENGER TRANSIT WAGONS.

Staff reported that it was recently aware the Ford is now producing a diesel powered 30 mpg, 15-passenger van based on the smaller Ford Connect that they have been producing for several years. Given it seats 15 passengers, is approximately \$4,000 less than a Mercedes and should draw less attention, Staff would like to lease several to see if they might be a better fit than the Mercedes.

In an earlier Board meeting, Staff pointed out the cost savings in switching from a 13 mpg gasoline van to a 30mpg diesel van. The savings has only gotten greater as diesel prices are now equal to gasoline prices in many places. The fuel savings, plus the ability to carry 15 as opposed to only 12 riders might make the Ford van a better fit.

Staff recommended the lease/purchase of up to 10 Ford 15-passenger Transit Wagons.

Alan inquired if CalVans was going to scale back on the number of Sprinter vans. Ron replied the Transit wagons are in addition to the Sprinter Vans as the old GMC's need to be replaced. The fuel savings in both vehicles are almost twice as much as the older vans. A number of 24 hour vans have requested the Sprinter van. Alan also commented the extra passenger capacity is a benefit as well.

Alan also inquired if a comparative study report will be completed in 12 months and brought back to the Board. Ron replied that a comparative study will be completed and brought back to the Board.

Staff recommended the lease/purchase of up to 10 Ford 15-passenger Transit Wagons.

Motion was made, seconded Holmes/Flanders and unanimously carried to approve the lease/purchase of up to 10 Ford 15-passenger Transit Wagons.

10. MISCELLANEOUS COMMENTS

Ron welcomed Suzanne Martinez back from leave.

ANNOUNCE NEXT MEETING DATE

The next TAC meeting is scheduled for Thursday, May 22nd, 2014 at 1:30 p.m. located in the CalVans conference room, 1340 North Drive, Hanford, CA.

ADJOURNMENT

The meeting was adjourned at 2:05 p.m.

Respectfully submitted



Ron Hughes
Executive Director

4/24/14 tb