

CALIFORNIA VANPOOL AUTHORITY

Board of Directors

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

Meeting Date: May 12, 2016

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, 147 Fourth Street, Community Room, Gonzales, CA 93936
- Fresno Council of Governments, Huron City Hall, Council Chambers, 36311 Lassen Avenue, Huron, CA 93234
- Imperial County Transportation Commission, 1405 N Imperial Ave, Suite 1, El Centro, CA 92243 and 128 Heffeman Ave., Calexico, CA 92231
- Kern Council of Governments, Conference 1401 19th Street, Board Room, Bakersfield, CA 93301, and The Mojave Air and Space Port, Government Room, Bldg. 1434, 1434 Flight Line, Mojave, CA 93501.
- Madera County Transportation Commission, Citizens Business Bank, Room 101, 2001 Howard Road, Madera, CA 93637
- Merced County Association of Governments, Conference Room, 369 West 18th Street, Merced, CA 95340
- Santa Barbara County Association of Governments, Solvang City Hall, 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 93003

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.

A G E N D A

<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	Action
	A. Minutes of March 10, 2016	
	B. Authorize lease/purchase of up to 15 Toyota Sienna	
4.	System Update	Information
	A. Vehicle Assignment Update	
	B. Outreach in Huron	
	C. Proposed AQIP (Air Quality Improvement Program) Funding	
	D. Proposed AHSC (Affordable Housing and Sustainable Communities) Funding	
5.	Agreement with Visalia on funding of Vanpool Subsidies	Action
6.	Agreement with Porterville on funding of Vanpool Subsidies	Action
7.	Preliminary FY 16-17 budget	Action
8.	Proposed MOU with the US Department of Labor	Review-Information
9.	Authorize RFP for up to 150 GMC 15-passenger vans	Action
10.	Adjournment	

Attachments:

Item	Page	Description
A.	10	Board Minutes of March 10, 2016
B.	14	TAC Minutes of February 25, 2016
C.	17	Visalia Agreement
D.	35	Porterville Agreement
E.	48	Preliminary FY 16-17 Budget
F.	56	Draft MOU with US Department of Labor
G.	61	Understanding the Evolution and Application of Public Vanpools in the Agricultural Sector
H.	62	Driver Story

STAFF REPORT

3. Consent Items

A. Minutes of January 7, 2016

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

B. Authorize lease/purchase of up to 15 Toyota Sienna

The 15 Toyotas authorized earlier have been purchased and there is need for additional vans. The additional vans will be secured as needed.

4. System Update

A. Vanpool Assignment Update

The following lists the vanpools by city and by county. The list reflects both an increase and change in where vanpools are assigned. Growth is occurring in both the Imperial and Salinas Valleys as more companies encourage their workers to use CalVans. In Monterey County, the number of vanpools has doubled in the past several years. Growth is also occurring in Kern County as a number of state workers have moved from private vans to CalVans. The subsidies being offered in Tulare County by Visalia and Porterville will drive growth in those regions in the coming years.

Sorted by City

<u>City</u>	<u>#</u>	<u>City</u>	<u>#</u>	<u>City</u>	<u>#</u>
Salinas	55	Parlier	7	Fillmore	2
Fresno	52	Heber	6	Mendota	1
Visalia	52	Kingsburg	5	Mecca	1
Hanford	49	Dinuba	5	McFarland	1
Bakersfield	25	San Luis	3	Wasco	1
Lemoore	24	Coalinga	3	Avenal	1
Calexico	23	Orange Cove	3	Corcoran	1
King City	19	Sanger	3	Kettleman City	1
Porterville	15	Soledad	3	Madera	1
Clovis	14	Fowler	2	Atwater	1
El Centro	14	Kerman	2	Merced	1
Selma	13	Brawley	2	Castroville	1
Huron	11	Holtville	2	Gonzales	1
Reedley	11	Paso Robles	2	Monterey	1
Greenfield	11	Templeton	2	Atascadero	1
Tulare	11	Lompoc	2	Exeter	1
Oxnard	10	Cutler	2	Lindsey	1
Santa Maria	7	Orosi	2	Moorpark	1
Santa Paula	3			Ventura	1

Sorted by County

<u>County</u>	<u>#</u>
Fresno	127
Monterey	91
Tulare	89
Kings	76
Imperial	48
Kern	27
Ventura	17
Santa Barbara	9
San Luis Obispo	5
AZ	3
Merced	2
Madera	1
Total	495

B. Outreach in Huron

Staff held an outreach in Huron on Sunday, the 24th of April, to both recognize several long time drivers, and to spread the word about the CalVans program. Representatives from The California Highway Patrol SAFE unit and Fresno Migrant Education program were also in attendance. The event got underway at 10:00 and ended at 2:00 in the afternoon. Certificates and gift bag were given to Genoveva Mora, Tomasa Cruz, Carolina Martinez, Gavina Ignacio and Juan Felix.



Genoveva Mora has been a Main Driver since March 2005, with the others starting in 2008 and 2009. Since joining CalVans the 5 drivers have driven a total of 41 years, providing 249,000 trips, and

traveling a distance of 832,000 miles while reducing vehicle miles traveled by 9.9 million, all without an accident or complaint.

When the drivers were asked why they joined CalVans, the common answer is that CalVans is a safe and secure way to get to and from work. Tomasa Cruz said that before CalVans she used to ride in a car “[being in a car] is more uncomfortable, one cannot rest, you have to carry your bags but not in the vans because there is more room.” Gavina Ignacio stated that, “The vans are secure, good insurance, during the summer we have air conditioning and during winter we have heating. Other vehicles are very respectful to our vans.” A lot of our volunteer drivers do it for the same reason, security and comfort is very important to them.

See Attachment H- “Driver Story” for more information on this event.

C. Proposed AQIP (Air Quality Improvement Program) Funding

Staff has been working with the Air Resources Board Staff to identify potential funding for farmworker vanpools in the San Joaquin Valley in the AQIP (Air Quality Improvement Program Funding Plan). The most recent funding proposal being submitted for approval, includes funding for each of the next three years, lists \$3 million in each year for funding of farm worker vanpools. It is envisioned that the units will be GMC 15-passenger Savana vans modified with a XL Hybrid unit that is able to reduce fuel consumption by 25%. This is accomplished using regenerative power through the braking system, similar to how a Toyota Prius works. We will know more once the Governor signs the budget.



Light-Duty Pilot Projects			
3-Year Funding Projections (\$ in millions)			
	FY 2016-17	FY 2017-18	FY 2018-19
EFMP Plus-up	\$30	\$30 to \$40	\$40 to \$50
Car Sharing	\$8	\$20 to \$25	\$25 to \$30
Agricultural Worker Vanpools in San Joaquin Valley	\$3	\$3	\$3
Public Fleets Increased Incentives	\$3	-	-
Financing Assistance	\$8	\$20 to \$25	\$35 to \$50
Total	\$50	\$70 to \$90+	\$100 to \$130+

D. Proposed AHSC (Affordable Housing and Sustainable Communities) Funding

CalVans received \$3 million in AHSC funding last year for vehicle purchase. The 80 vehicles have been purchased with the majority placed into service. Staff was invited to submit a second grant application for funding additional vehicles next year. Staff submitted a preliminary application for an additional \$3 million for next year. Staff recently received notification that the preliminary application was approved and to proceed with the final application.



Staff is reasonably confident the application will be approved. This is due to the minority population being served and the ability to track and report GHG (Green House Gas) benefits by area.

5. Agreement with Visalia on funding of Vanpool Subsidies

Several months ago Staff pointed out how transit agencies could use LTF (local Transportation Funds) to encourage the growth of vanpools in their UZAs (Urbanized Areas). The increase in vanpools in most cases result in an increase in federal 5307 funds. Staff is working with the transit staff of Visalia to use local LTF to increase the number of vanpools in the Visalia/Tulare areas.

Visalia is a large UZA and presently receives \$1.5 million in federal funds and plans to use up to \$450,000 in LTF funds with the goal of doubling the number of vanpools being reported, thus increasing federal funds from \$1.4 per year to \$2.8 million. Due to the reporting by CalVans, the Visalia area receives the largest percentage of 5307 funds from vanpool reporting when compared to other large vanpool areas. Fresno is not far behind in second place.

City	Total 5307 funds	Funding generated by vanpool reporting	Percent funding from vanpools
Visalia	4,654,223	1,476,444	32%
Fresno	11,081,198	2,496,971	23%
San Diego	60,696,502	11,583,411	19%
LA Metro	258,524,729	20,703,361	8%
Bakersfield	7,181,786	351,344	5%
OCTC	172,856,725	4,763,147	3%

The following chart shows the cost of supporting various levels of vanpools and the corresponding return to the agency after subtracting the vanpool support. Increasing the number of vanpools from 71 (now being reported) to 150, results in a doubling of the 5307 received by Visalia:

Number of Vanpools	Annual Support @ \$300 per months	5307 funds generated @ \$21,000 per vanpool	5307 funds less vanpool support
71	255,600	1,491,000	1,235,400
100	360,000	2,100,000	1,740,000
125	450,000	2,625,000	2,175,000
150	540,000	3,150,000	2,610,000
175	630,000	3,675,000	3,045,000
200	720,000	4,200,000	3,480,000
225	810,000	4,725,000	3,915,000
250	900,000	5,250,000	4,350,000
275	990,000	5,775,000	4,785,000
300	1,080,000	6,300,000	5,220,000
325	1,170,000	6,825,000	5,655,000
350	1,260,000	7,350,000	6,090,000
375	1,350,000	7,875,000	6,525,000
400	1,440,000	8,400,000	6,960,000

The \$300 per month being offered by Visalia will go to CalVans vehicles entering or leaving the Visalia/Tulare UZA area. The agreement identifies LTF (Local Transportation Funds) as the funding source and has been approved by the Visalia City Council. Staff is recommending that Staff be authorized to sign the agreement.

6. Agreement with Porterville on funding of Vanpool Subsidies

Porterville is a small UZA, receiving federal funds through the STIC (Small Transit Intensive Cities) program. This program encourages small UZA to increase their efficiency by awarding up to 6 points when they exceed certain criteria. The reporting of CalVans vanpools in the Porterville area has increased the overall Porterville transit system by earning one point and generating an additional \$189,432 in federal 5307 funding. Porterville will be providing \$196,800 in LTF funds, with the goal of increasing the number of vanpools being reported by 23. An additional 23 vanpools will result in an additional 4 points or \$757,728. This amount will grow to \$1,010,304 in 2019 when the value for each STIC point grows by \$63,144.

The following chart lists the funding earned as an increasing number of points are earned, as well as the return in 5307 funds over and above the monthly support of \$400 per vanpool:

Number of Vanpools	Annual Support @ \$400 per months	STIC funds generated at 1.5 %	5307 funds less LTF funds at 1.5 %
5	24,000	189,432	165,432
10	48,000	189,432	141,432
15	72,000	189,432	117,432
20	96,000	189,432	93,432
25	120,000	189,432	69,432
30	144,000	<u>2nd point</u> 378,864	234,864
35	168,000	<u>3rd Point</u> 568,296	400,296
40	192,000	<u>4th point</u> 757,728	565,728
45	216,000	<u>5th point</u> 947,160	731,160

The \$400 per month being offered by Porterville will go to CalVans vehicles entering or leaving the Porterville area. The agreement identifies LTF (Local Transportation Funds) as the funding source and has been approved by the Porterville City Council. Staff is recommending that Staff be authorized to sign the agreement.

7. Preliminary FY 16-17 budget

The proposed budget reflects an overall increase based on the additions to the fleet over the past year and some anticipated growth. The budget is broken into four parts. These include the overall budget and its three subsets, the administration, general vanpools and agricultural vanpools. The general and agricultural subsets reflect costs and revenue associated with each program. Administrative costs are spread between the programs based on staff supports cost associated with each program.

The proposed budget includes an increase in wages to offset the Health Insurance Premiums that increased by 5% in Fiscal Year 2015-16. The premiums will increase by 4.5% for the fiscal year 2016-17. The effect of these two increases on the employee's gross wages is about 1%. We are requesting a 4% increase in Cost Of Living Adjustment. After offsetting the increase in Health insurance premiums,

the employee will realize approximately 3% increase in COLA. The last wage increase was 4.435 % in July 2014.

Also proposed are 3 additional positions, 3 Transit Aides and 1 Transit Assistant, as well as a reclassification of a Transit Coordinator position. Two Transit Aides will be assigned to Hanford area and one to the Greenfield area. The Transit Assistant will be assigned to El Centro as well. The Transit Coordinator position will be reclassified to reflect the oversight and coordination with Growers and Contractors.

There are a number of potential impacts that could result in rapid growth over the coming year. These include \$3 to \$6 million in Cap and Trade funding, increase activity from Visalia and Porterville vanpool funding, and the establishment of an MOU with the US Department of Labor (see next agenda item). We will know more in several months when we begin seeing the impacts of some of these changes.

The Salary Study for the Transit Aide position is in process and will be presented at the next Board meeting. The study has been difficult as it has been a challenge to find comparable positions outside of CalVans.

8. Proposed Changes by the US Department of Labor

It was 15 years ago when the representatives of the State and Federal Department of Labor questioned Staff's wisdom in attempting to provide conventional vanpools to farmworkers. Representatives of both agencies stated that long standing laws are in place that ensures safe transportation for farmworkers. This was a time where 20 to 25 individuals were placed on wooden seats in vans or the back of pickup trucks.

Staff received little if any guidance from the either agency, but persevered in establishing vanpools that farmworkers now use to travel from home to work in the fields. The project grew to include additional counties and ultimately, became the CalVans of today. Staff has continually argued that the vanpool program used by the farmworkers is superior to farm labor vehicles overseen by the Department of labor. See the attachment titled "Understanding the Evolution and Application of Public Vanpools in the Agricultural Sector".

US Department of Labor Staff recognized the benefits of the CalVans program and recently met to discuss ways of working together going forward. USDOL Staff stated that they would like to enter into an MOU with CalVans that would provide those with a FLC (Farm Labor Contractor) or a FLCE (Farm Labor Contractor Employee) the ability to use a CalVans vanpool. The goal would also be to provide a path for those operating in the shadows to get a CalVans vanpool, ensuring the driver is licensed and the vehicle is insured.

This is a major change on the part of the USDOL, as they have repeatedly stressed that contractors and growers could have no involvement in the formation of a vanpool. To do so could result in fines for the driver and employer. In addition, farm workers who possessed a FLC or who performed any supervisory activity could not be a vanpool driver. This often made it difficult to find true "volunteers" to drive the van, particularly as they could not be paid.

With the MOU, CalVans will be the only approved public option for California Growers and Contractors. As such, Staff expects an over whelming number of requests for service from an entirely new set of clients. In preparation, Staff has updated the application process and driver agreement to include several items requested by the USDOL Staff. Items such as proof of insurance and vehicle

maintenance records will be put on the CalVans website so that Growers and Contractors can access them if needed by the USDOL Staff.

As noted in the earlier item, there will probably be a major impact on CalVans as requests for service exceed the capacity to deliver. Staff is establishing a FLC rate that reflects the total cost of operations, including acquiring vehicles as needed. This will be done in the same fashion as the general vanpool program, where vehicles are lease/purchased as needed. With the lease payments being recovered from those who use the vehicle.

The Draft MOU is attached. It is anticipated a final copy will be available for the next board meeting for approval. Staff invites any comments or suggestions board member may have.

9. Authorize RFP for up to 160 GMC 15-passenger vans

Staff anticipates funding for up to 160 vehicles for the next model year. Given the uncertainty of GM production schedule, Staff would like to get a RFP out as soon as pricing is available in July. Actual orders would be placed beginning in August, and continue throughout the model year as funding becomes available.

Staff recommends soliciting an RFP for up to 160 GMC 15-passenger Savana vehicles.