

## 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 March 12, 2015 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  
ICTC – Imperial County Transportation Commission  
KCAG – Kings County Association of Governments  
Kern COG – Kern Council of Governments  
MCTC – Madera County Transportation Commission  
MCAG – Merced County Association 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
Fresno COG	Sylvia Chavez	Primary
ICTC	Maritza Hurtado @10:06	Primary
Kern COG	Cheryl Wegman	Primary
KCAG	Joe Neves	Primary
MCAG	Jerry O'Banion	Primary
MCTC	Robert Poythress	Primary
SBCAG	Jim Richardson	Primary
VCTC	Jim White	Primary

Directors absent:

TCAG                      Cameron Hamilton

Counsel present: Zack Smith

Staff/Visitors in attendance:

Ron Hughes, Georgina Cardenas, Baldev Randhawa and Cecelia Marquez from CalVans.

Also in attendance was Teresa Nickell.

**2. UNSCHEDULED APPEARANCES:**

No unscheduled appearances.

**3. CONSENT CALENDAR:**

- A). Minutes of January 8, 2015
- B). Declare older vehicles as surplus and authorize sale
- C). Prepare consultant RFP

A motion was made by Commissioner Poythress and seconded by Commissioner Funk to approve: A). Minutes of January 8, 2015 B). Declare older vehicles as surplus and authorize sale C). Prepare consultant RFP at a regular meeting held March 12, 2015 by the following vote:

AYES: Commissioners Chavez, White, Funk, Neves, Richardson, Poythress, O'Banion  
Hurtado, Wegman

NOES: None

ABSENT: Commissioner Hamilton

**4. SYSTEM UPDATE.****A. REVIEW OF CALVANS FLEET.**

Ron reported that CalVans fleet has changed over the years. It started in 2002 with the 15-passenger Chevy Savana van. The smaller Chevy Uplander and Chevy Astro vans were added later to accommodate the smaller vanpool groups. Ron stated that recently CalVans has been replacing the Uplanders and Astros with the 8-passenger Toyota Sienna, a more reliable and maintenance free vehicle. Both the Uplanders and Siennas are purchased as used vehicles from Hertz rental after three years of use allowing CalVans to provide vehicles at a lower rate to smaller groups. Last year, CalVans added two diesel vans, the 12-passenger Mercedes Sprinter van and the 15-passenger Ford Transit Connect. Both vans are slowly replacing some of the Savana vans due to they get twice the miles per gallon.

Commission White inquired about when GMC 15-passenger Savanna Vans would be going out of production.

Ron replied in about two to three years.

Commissioner Richardson inquired about which vans CalVans purchases from Hertz Rental.

Ron replied the Toyota Siennas and Chevy Uplanders.

**5. SUBMITTAL OF CONCEPT GRANT APPLICATION THROUGH THE AHSC PROGRAM.**

Staff reported that the AHSC (Affordable Housing and Sustainable Communities) Program was established to further the goals of AB 32 and SB 375 by investing in projects that reduce GHG emissions.

Ron stated that AHSC is spending some of the Cap and Trade money collected by the government. A total of \$130 million is being given out in grant forms to areas identified through a CalEnviroScreen tool that notes communities that suffer from a number of negative factors. A few of the negative factors are air quality, diesel particulate emissions, groundwater threats, low birth weight infants and unemployment. Ron also stated that a concept application that would fund 80 vehicles and outreach efforts to the farmworker community had been submitted for review targeting severely impacted areas such as the San Joaquin Valley, part of the Salinas Valley and the Imperial Valley. Areas in which CalVans farmworker vanpools operate.

Commissioner Funk inquired if the concept application had been submitted and if we were on the next phase of the process.

Ron stated that the concept application had been submitted and on Monday, March 16, 2015, AHSC would let CalVans know if we should submit a formal application.

Commissioner Wegman inquired about a time frame of when the 80 vehicles would be received if the application is approved.

Ron stated once the application is approved, process should take about seven months.

Staff recommended a formal application be submitted if the concept application was approved.

A motion was made by Commissioner Funk and seconded by Commissioner Poythress to approve the submittal of grant application through the AHSC Program at a regular meeting held March 12, 2015 by the following vote:

AYES: Commissioners O'Banion, Funk, Chavez, Neves, Poythress, Richardson, White, Wegman, and Hurtado

NOES: None

ABSENT: Commissioner Hamilton

#### **6. REVIEW FY 13/14 AUDIT.**

Staff reported that the FY 13/14 Audit reflecting the financial activity for the past year was ready for review. The audit reflected growth over the prior FY, with no other changes. The audit had no findings. Baldev Randhawa, CalVans Accountant, was available to respond to any questions.

Staff recommended approval of the FY 13/14 audit.

A motion was made by Commissioner Chavez and seconded by Commissioner Poythress to approve the FY 13/14 audit at a regular meeting held March 12, 2015 by the following vote:

AYES: Commissioners Richardson, O'Banion, Chavez, Neves, Poythress, Hurtado,  
Wegman, Funk, and White

NOES: None

ABSENT: Commissioner Hamilton

**7. MISCELLANEOUS COMMENTS**

Commissioner White will be out of town at a Bike Tour for the next board meeting.

**8. NEXT MEETING DATE.**

The next Board meeting is scheduled for May 14, 2015 at 10:00 a.m.

The meeting was adjourned at 10:16 a.m.

Respectfully submitted,



Ronald H. Hughes  
Executive Director

3/12/2015 cm

# Technical Advisory Committee Minutes

A regular meeting of the California Vanpool Authority Technical Advisory Committee was held on April 23, 2015 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  
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## **1. ROLL CALL AND ATTENDANCE**

Ron Hughes, Baldev Randhawa, Cecelia Marquez and Georgina Cardenas from CalVans.

Also attending were, Alan Holmes, Suzanne Campbell, Mark Baza, Bob Snoddy, Natalia Austin and Teresa Nickell.

## **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 February 26, 2015
- B. Resolution authorizing submittal of AHSC (Affordable Housing and Sustainable Communities) grant.

Motion was made, seconded Alan Holmes/Natalia Austin and unanimously carried to approve A). Minutes of February 26, 2015 B). Resolution authorizing submittal of AHSC (Affordable Housing and Sustainable Communities) grant.

#### **4. SYSTEM UPDATE**

##### **A. Review by region.**

The shift of farmworker vanpools between regions is being completed. Most of the vanpools leaving the Imperial area have shifted to the Salinas Valley, with a few in the Santa Maria and Tehachapi areas. In the Salinas Valley, the number of farmworkers receiving vouchers this summer will exceed 90%. The growers/contractors provide vouchers to ensure a stable workforce and insure compliance with farm labor laws involving licensed drivers and insurance.

Several Imperial Valley growers have expressed support and thanked staff for bringing the program to Imperial. They appreciate the ability to move their crews from Imperial to other CalVans areas for work during the summer months. Imperial staff will begin to do outreaches in the area.

Vanpools used by farmworkers have also spread in Greenfield, where the program started some five years ago, to the entire valley. Vans are visible in the fields and along Highway 101 as you travel through the Salinas Valley.

Ron commented that the Santa Maria, Ventura, Oxnard and Thousand Oaks areas have seen a growth in vanpools due to Tomas Hernandez, CalVans Transit Coordinator, doing an excellent job on outreaching.

In the San Joaquin Valley, the major farm labor activity is in an area bound by Huron, Fresno and Visalia. The reason being is that a number of the vans in that area receive Measure C support provided by Fresno County.

General vanpool activity has continued to grow in all regions. Staff will be focusing on the Bakersfield and Merced areas in the future. Ron stated that CalVans is growing in the Bakersfield area due to word of mouth. CalVans is currently recruiting for the position of Transit Aide in the Bakersfield area. Staff put up flyers in Bakersfield, Shafter and Arvin. It will remain open until CalVans has at least 5 or 6 possible candidates for the position.

Unlike most of the south valley work trips, Merced residents are traveling north to Stockton, Sacramento or the San Francisco areas.

Staff will be hosting several outreaches targeted toward these riders. Staff will be using the \$300 a month offered through the San Joaquin Commute Connection program and the \$30 per person voucher offered by the San Joaquin Air District to recruit new vanpool groups.

Mark Baza inquired if the Imperial growers were providing vouchers for the farm workers.

Georgina Cardenas responded that CalVans currently has 31 vans in the Imperial Valley and all were being covered 100% by vouchers from the growers.

Teresa Nickell requested clarification on the general vanpool issues with registration and insurance.

Ron replied about a year ago CalVans photographed about 30 vans with expired registrations due to the fact that they didn't have any insurance.

**B. Review of FY 14/15 5307 funds generated through NTF reporting.**

The Federal government has published the estimated federal funds available to transit agencies for the FY 14/15 year. A grid chart was attached showing funds by agency, including prior funds generated.

The list titled "Cities receiving passenger data through CalVans reporting" lists all the cities that CalVans reported for.

Ron reported that based on the data CalVans almost had the same Revenue miles and Passenger miles as FAX (Fresno Area Express).

Agency	Mode	Revenue Miles	Revenue Hours	Passenger Miles	Passenger Trips	Operating Expenses
California Vanpool Authority	VP	3,313,276	99,782	30,305,814	741,847	2,698,991
Fresno Area Express	DR	1,094,217	92,660	1,439,509	203,999	6,087,823
Fresno Area Express	MB	3,861,958	328,312	30,489,743	12,442,248	40,237,044

**5. REVIEW OF PRESENT YEAR EXPENDITURES**

Overall expenses are at 71% while revenues are at 69%. Costs were higher due to installation related to upgrading all the vehicle radios from 2G to 4G technology. CalVans has sufficient reserves to offset the 1 to 2 percent shortfall should that be necessary.

## **6. REVIEW OF DRAFT FY 15/16 BUDGET.**

Ron stated that it is a draft budget due to the fact that CalVans currently has submitted two applications for funding. One for carshare and one for \$3 million to replace some Farm labor vans and marketing.

The FY draft 15/16 budget is along the same line as last year. The Administration (9170) covers the general office and accounting functions. General VP (9171) covers all non-agricultural vanpool activity, with the biggest expense being fuel and oil. Agricultural VP (9172) covers all agricultural vanpool activity, with biggest expense being fuel followed by administrative allocation.

Staff recommended that the Draft FY 15/16 Budget be approved.

Motion was made, seconded Mark Baza/Suzanne Campbell and unanimously carried to approve the Draft FY 15/16 Budget.

## **7. ANNOUNCE NEXT MEETING DATE**

The next TAC meeting is scheduled for Thursday, June 25, 2015 at 1:30 p.m. located in the CalVans conference room, 1340 North Drive, Hanford, CA.

## **ADJOURNMENT**

The meeting was adjourned at 1:55 p.m.

Respectfully submitted

  
Ron Hughes  
Executive Director

4/23/2015cm