



## California Vanpool Authority

### Minutes of Board Meeting

A special meeting of the California Vanpool Authority was called to order by Joe Neves, Board member at 10:00 a.m. on September 10, 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

Area of Representation	Commissioner	Present	Absent	Joined Meeting after Roll Call
AMBAG	Scott Funk- Primary	X		
Fresno COG	Sylvia Chavez- Primary	X		
Kern COG	Cheryl Wegman- Primary	X		
KCAG	Joe Neves- Primary	X		
MCAG	Jerry O'Banion- Primary	X		
MCTC	Robert Poythress- Primary		X	
ICTC	Maritza Hurtado- Primary		X	
SBCAG	Jim Richardson- Primary	X		
TCAG	Cameron Hamilton- Primary			Joined @ 10:27am
VCTC	James White- Primary	X		

Counsel present: Zack Smith

Staff/Visitors in attendance: Ron Hughes, Baldev Randawa, Georgina Cardenas, Temo Ortiz and Susie Nava from CalVans.

Also in attendance was Amelia Eriandson from Madera County.

**2. UNSCHEDULED APPEARANCES:**

No unscheduled appearances.

**3. CONSENT CALENDAR:**

A). Approval of Minutes from June 11, 2015 and August 20, 2015 meeting

<b>Motion Made By:</b>	<b>Commissioner Chavez</b>		
<b>2<sup>nd</sup> Motion By:</b>	<b>Commissioner White</b>		
<b>Motion (Pass/Fail)</b>	<b>Pass</b>		
<b>Commissioner</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Scott Funk	X		
Sylvia Chavez	X		
Cheryl Wegman	X		
Joe Neves	X		
Jerry O'Banion	X		
Robert Poythress		X	
Maritza Hurtado		X	
Jim Richardson	X		
Cameron Hamilton		X	
James White	X		

**4. SYSTEM UPDATE**

**A. Report on weekly miles traveled by Ag Vans**

Staff reported on the process of how miles are reported using MDT system and reported back to the driver on a weekly basis. Staff also reported an increase in miles traveled compared to last year at this time. Commissioner Richardson asked why it appears that miles are increasing despite the drought. Staff responded that Growers continue to recommend CalVans to their workers.

**B. GIS Report from AMBAG staff showing Salinas Valley areas**

This report will allow staff to plot the use of each of their vans in their area. It tracks stops, travels and times, the actual movement of vans in their area. In November, they will be able to see the movement of vans in a 12-month period. GIS report is available to any member agency upon request.

**C. Vehicle assignment by County/City**

This report is compiled every six (6) months. Using travel times and locations this report is broken down by cities and counties. The report can show where vans start and end up, in addition to what additional counties the vans through. However, the report is just a snapshot in time.

**D. System NTD numbers sorted by UZA and County**

This report is a summary of the all the trips in CalVans vans. It reports amount of miles driven, amount of hours it took to do the driving and the distance the passengers were carried. The report is broken down by UZAs and by County, where the vans came out of. This info can assist with compliance with AB 32.

**E. Hanford Sentinel Article**

This article covered the new 3 million dollar grant that was awarded to CalVans.

**F. Review Year-End financial balance**

Year end financial status is on an accrual basis. The agency did well on an 8 million dollar budget. Funding levels are on track for next year.

**G. Report by Rachel Golden of the UC Berkeley School of Public Policy**

This report validates the use of CalVans as a way to get funding into minority areas.

**5. Request for Bid for 15-passenger Ford Vans**

15-passenger Fords vans are used in the spare fleets.

<b>Motion Made By:</b>	<b>Commissioner Funk</b>		
<b>2<sup>nd</sup> Motion By:</b>	<b>Commissioner Richardson</b>		
<b>Motion (Pass/Fail)</b>	<b>Pass</b>		
<b>Commissioner</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Scott Funk	X		
Sylvia Chavez	X		
Cheryl Wegman	X		
Joe Neves	X		
Jerry O'Banion	X		
Robert Poythress			Absent
Maritza Hurtado			Absent
Jim Richardson	X		
Cameron Hamilton	X		
James White	X		

**6. Approve Creation of Assistant Director position**

This position would be created as a temporary one in preparation for the departure of Executive Director Hughes.

<b>Motion Made By:</b>	<b>Commissioner O'Banion</b>		
<b>2<sup>nd</sup> Motion By:</b>	<b>Commissioner Chavez</b>		
<b>Motion (Pass/Fail)</b>	<b>Pass</b>		
<b>Commissioner</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Scott Funk	X		
Sylvia Chavez	X		
Cheryl Wegman	X		
Joe Neves	X		
Jerry O'Banion	X		
Robert Poythress			Absent
Maritza Hurtado			Absent
Jim Richardson	X		
Cameron Hamilton	X		
James White	X		

**7. Approve agreement with the City of Visalia for funding Tualre County Vanpools**

This is a pilot project that would form a partnership with the City of Visalia and CalVans allowing for a \$300 dollars voucher per van per month coming out of Visalia. The goal of the partnership is to increase the vans from 80 (current) vans to 160 vans.

<b>Motion Made By:</b>	<b>Commissioner Chavez</b>		
<b>2<sup>nd</sup> Motion By:</b>	<b>Commissioner Funk</b>		
<b>Motion (Pass/Fail)</b>	<b>Pass</b>		
<b>Commissioner</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Scott Funk	X		
Sylvia Chavez	X		
Cheryl Wegman	X		
Joe Neves	X		
Jerry O'Banion	X		
Robert Poythress			Absent
Maritza Hurtado			Absent
Jim Richardson	X		
Cameron Hamilton	X		
James White	X		

**8. MISCELLANEOUS COMMENTS**

None.

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**9. NEXT MEETING DATE.**

The next Board meeting is scheduled for November 12, 2015 at 10:00 a.m.  
The meeting was adjourned at 10:38 a.m.

Respectfully submitted,



Ronald H. Hughes  
Executive Director

10/6/1515 sn



# Technical Advisory Committee Minutes

A regular meeting of the California Vanpool Authority Technical Advisory Committee was held on October 21, 2015 at 1:30 p.m. in the conference room of CalVans, 1340 North Drive, Hanford, CA. 93230

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## 1. ROLL CALL AND ATTENDANCE

Area of Representation	TAC Member	Present	Absent	Joined Meeting after Roll Call
AMBAG			X	
Fresno COG			X	
Kern COG	Susanne Campbell			Joined @ 1:37pm
KCAG	Teresa Nickell	X		
MCAG	Natalia Austin			Joined @ 1:41pm
MCTC	Amelia Erinson	X		
ICTC	Mark Baza	X		
SBCAG			X	
TCAG	Tasha Thompson			Joined @ 1:33pm
VCTC	Alan Holmes	X		

Georgina Cardenas, Baldev Randhawa, Temo Ortiz and Susie Nava from CalVans were also in attendance.

## 2. PUBLIC COMMENT

No comments were received.

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### **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 8/27/2015
- B). Budget Adjustment to add Cap & Trade funds to FY 2015-2016

<b>Motion Made By:</b>	<b>Mark Baza</b>
<b>2<sup>nd</sup> Motion By:</b>	<b>Alan Holmes</b>
<b>Motion (Pass/Fail)</b>	<b>Pass</b>

### **4. SYSTEM UPDATE**

#### **A. Driver Story on Kerman to Greenfield Trip**

This story covers the commute of a Kerman farmworker who commutes to Greenfield daily to pick tomatoes. His contractor pays for the commute for him and his fellow riders.

#### **B. First 12 of 80 vans arriving**

GMC vans that were purchased with the Cap & Trade funds have started to arrive and are currently being retrofitted to meet required specifications. The last of the vans are slated to arrive in December 2015.

#### **C. Ridership shows significant increase**

The data has been tabulated for July and August 2015. Based on comparisons with the same time frame of last year, ridership is increasing. Increased ridership could result in an increase in Federal 5307 funds for local transit agencies.

#### **D. Nomination for the Kings County Economic Development Corp Partner Award**

CalVans has been nominated to receive the Partner Award from the Kings Economic Development Award. This award is in recognition of the positive economical impact that CalVans has in Kings County.

#### **E. Green Lining Institute Case Study**

This study covered a review of the programs that Cap & Trade has funded. CalVans was covered as one of the projects that benefit the farmworker community.

### **5. DRIVER RIDER CONFLICT RESOLUTION**

This form was created to facilitate clear communication between riders and drivers using the CalVans program. The form covers fees/payment, departure and pickup times, rules, and termination regulations.

**6. APPROVE BID REQUEST FOR 15-PASSENGER FORD VANS**

Motion Made By:	Alan Holmes
2 <sup>nd</sup> Motion By:	Mark Baza
Motion (Pass/Fail)	Pass

**7. APPROVE OVERTIME COMPENSATION POLICY**

Motion Made By:	Alan Holmes
2 <sup>nd</sup> Motion By:	Susanne Campbell
Motion (Pass/Fail)	Pass

**8. MISC COMMENTS**

None

**9. ANNOUNCE NEXT MEETING DATE**

The next Board meeting is scheduled for Thursday, November 12, 2015 at 10:00 a.m.

**ADJOURNMENT**

The meeting was adjourned at 1:52 p.m.

Respectfully submitted



Ron Hughes  
Executive Director

11/2/15 sn