

CALIFORNIA VANPOOL AUTHORITY

Board of Directors

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

Meeting Date: September 10, 2015

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 3000 W Cecil Avenue, Delano, CA 93216
- 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)	
	<p>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.</p>	
3.	Consent Items	Action
	A. Minutes of June 11, 2015	
	B. Minutes of August 20, 2015	
4.	System Update	Information
	A. Report on weekly miles traveled by agricultural vans	
	B. GIS Report from AMBAG Staff showing Salinas Valley areas	
	C. Vehicle assignment by County/City	
	D. NTD (National Transit Database) numbers sorted by UZA and County	
	E. Hanford Sentinel Article	
	F. Review Year-end Financial balance	
	G. Report by Rachel Golden of the UC Berkley School of Public Policy	
5.	Approve Request for Bid for 15-passenger Ford vans	Action
6.	Approve the creation of a Assistant Director position	Action
7.	Approve agreement with the City of Visalia for funding Tulare County vanpools	Action
8.	Adjournment <u>Next meeting October 8, 2015.</u>	

Attachments:

Item	Page	Description
A.	7	Board minutes of June 11, 2015
B.	11	Board minutes of August 20, 2015
C.	15	TAC Minutes of May 28, 2015
D.	19	GIS Mapping of Salinas vanpools
E.	22	Vanpool assignment by County/City
F.	32	Ridership data sorted by UZA and County
G.	39	Hanford Sentinel article
H.	43	FY 14-15 Year-end Balance
I.	47	Draft agreement with the City of Visalia
J.	--	Report by Rachel Golden –can be downloaded from CalVans website

STAFF REPORT

3. Consent Items

- A. Minutes of June 11, 2015
- B. Minutes of August 20, 2015

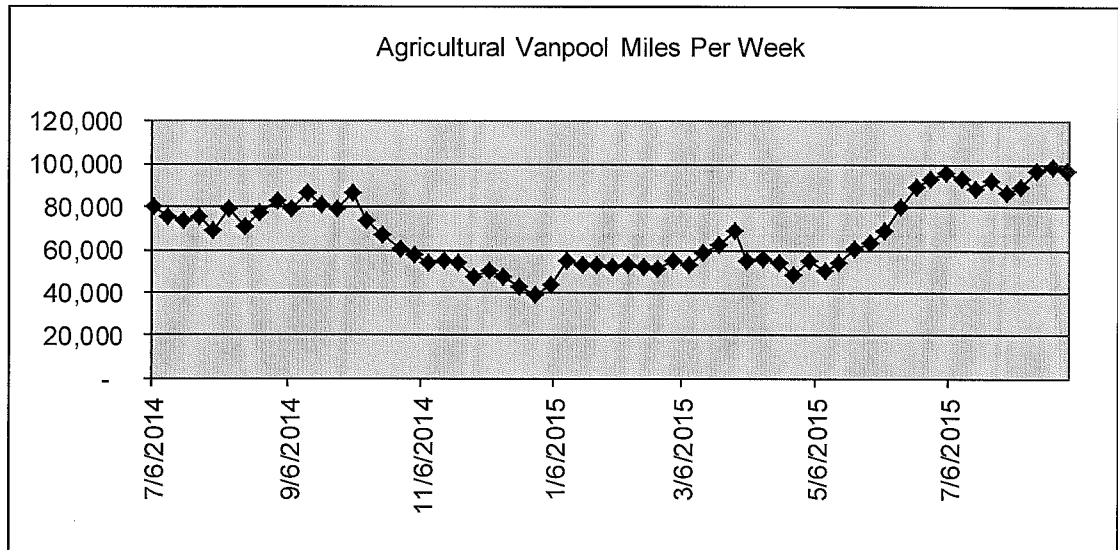
The attached minutes from the last meeting are ready for approval, pending any changes from the members.

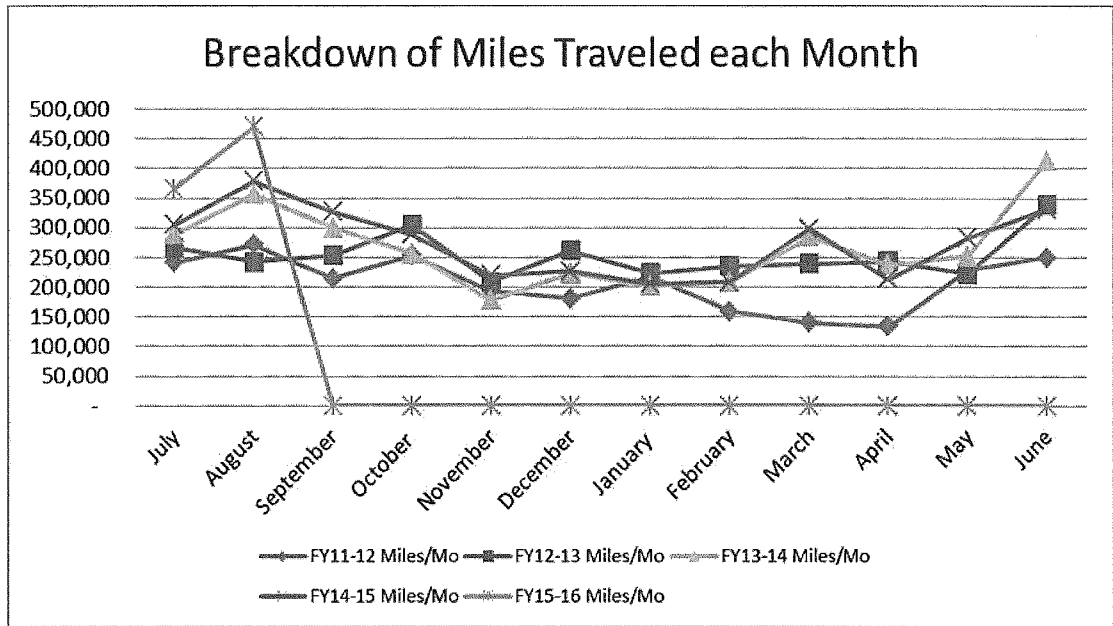
4. System Update

- A. Report on weekly miles traveled by agricultural vans

Unlike general vanpools, agricultural vanpools are billed by the week. This is due in large part due to the type of work the agricultural workers do. Their mileage may vary greatly from week to week, with their work sometimes lasting only a few weeks.

For budgetary purposes Staff tracks the total miles traveled each week. This gives the ability to estimate total annual miles and develop a budget. The following shows two tools Staff uses to estimate the agricultural vanpool demand. The first looks back over the past four years showing the growth year over year. The second plots the total miles traveled per week over the past two years. What is interesting to note is that this past summer has seen the greatest activity and this activity is continuing into the fall. Last summer we averaged around 80,000 per week, this summer it has been closer to 95,000 miles.





B. GIS Report from AMBAG Staff showing Salinas Valley areas.

Staff has been gathering and submitting GPS data to AMBAG for almost a year. The goal of AMBAG Staff is to track and plot the location and movement of vanpools in their region. The attachments show the various locations vanpools stopped in the course of a days work. The spread of dots along Highway 101 and around Salinas speaks to the fact that agricultural vanpools do not follow the path of most, but spread out throughout the valley in the process of traveling to and from work.

C. Vehicle assignment by County/City.

The attached Van Assignment Summary lists vanpools by county as well as by city. Also attached is a list of where each vanpool is traveling and the employer. The vanpool assigned to the general vanpool rider tends to stay fairly constant, as opposed to the agricultural workers who go with the season and work. This is reflected in the number of vanpools now found in the Monterey County, most of which are agricultural workers.

H. NTD (National Transit Database) numbers sorted by UZA and County

Staff has completed the counting and allocation of passenger data. System wide CalVans grew by 16% last year. The data is broken down by UZA and County with most areas seeing an increase. Some of the bigger UZA gains went to the cities of Delano, Imperial, and Salinas. The Delano increase was due to its recent UZA status and the fact that trips before that were reported to Porterville, are now being reported to Delano. Imperial benefits from the increase in vanpools over prior years. Salinas growth resulted from the voucher funding provided by AMBAG and the fact that a number of growers in the area are providing vouchers to their employees.

The biggest growth in Counties was seen in both Imperial and Santa Barbara. Imperial's is due to the increase in vanpools in the area, and Santa Barbara because of the growth in agricultural vanpools coming out of Santa Maria. Both of these areas will see continued growth in the future.

Staff estimated that over 7 million dollars in increased Federal 5307 was generated for cities in the CalVans region due to the NTD numbers reported to the federal system in FY 12-13. The continued growth over the past year should see a number closer to 10 million in 2 years.

D. Hanford Sentinel Article

The Hanford Sentinel did an article covering the Cap and Trade funding we were awarded. I have attached it to the agenda. It can also be found at:

http://hanfordsentinel.com/news/local/vanpool-program-bags-million-grant/article_c8bf70aa-7c06-5353-8144-f871db682ce5.html

E. Review Year-end Financial balance

The attached spreadsheet covers FY 14-15, showing a revenues and expenditures for the year. We fell \$34,095.04 short of balancing revenues to expenditures. Growth this year, particularly this past summer, will result in increased revenue for FY 15-16. In addition, capital funding for the replacement of older vehicles will reduce maintenance costs going forward.

F. Report by Rachel Golden of the UC Berkley School of Public Policy

The report by Rachel Golden was prepared at the request of individuals in the Governor's office. One of the purposes of the report was to see if funding agricultural vanpools in the San Joaquin Valley would help meet the goal of providing Cap and Trade funding to minority areas in the Valley.

The report's conclusion was that funding vanpools for farmworkers would meet this goal.

5. Approve Request for Bid for 15-passenger Ford vans

The 15-passenger Ford vans that were acquired earlier this year have been purchased and placed into service. Staff would like to acquire at least 15 more vehicles to replace our aging spare fleet. The GMCs used as spares average over 200,000 miles and are due for replacement. The Fords are being recommended because they allow a person to open the vehicles with a pass code as opposed to a key. Some of the 24 hour vans have up to 25 backup drivers, making a pass code more practical than keys. The other issue is that GMC vans now limit a person to 8 keys. If you want to replace a key, you are required to reprogram all 8 keys.

The Request for Bids would include the option for up to 25 additional vehicles.

6. Approve the creation of an Assistant Director position

The current Director is planning on retiring in January 2017, or about 15 months. In preparation for this Staff is recommending that an Assistant Director Position be created to allow for a smooth transition when the present Director retires. Staff is recommending that job description be developed for approval at a future meeting.

7. Approve agreement with the City of Visalia for funding Tulare County vanpools

Staff has been working with City Staff on establishing a vanpool voucher program for vanpools traveling to or from Visalia. The goal is to double the number of vanpools reported in Tulare County. The cost for the program will be off set by the additional \$900,000 in Federal 5307 funds going to the Visalia UZA. The project agreement will be a year to year agreement allowing an end to the project if funding is not available or Federal funds are not realized.

Staff is recommending that the Executive Director be authorized to sign the attached, following review and approval by legal council.

Attachment

A

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 June 11, 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:

Fresno COG	Sylvia Chavez
KCAG	Joe Neves
MCAG	Jerry O'Banion
SBCAG	Jim Richardson
TCAG	Cameron Hamilton
VCTC	James White (joined later?)

Directors absent:

Kern COG	Cheryl Wegman
AMBAG	Scott Funk
MCTC	Robert Poythress
ICTC	Maritza Hurtado

Counsel present: Zack Smith

Staff/Visitors in attendance:

Ron Hughes, Georgina Cardenas, Baldev Randhawa, Susie Nava and Temo Ortiz from CalVans.

2. UNSCHEDULED APPEARANCES:

No unscheduled appearances.

3. CONSENT CALENDAR:

- A). MINUTES 5/14/2015
- B). AUTHORIZE RFP FOR UP TO 100 GMC 15 PASSENGER VANS
- C). AUTHORIZE THE LEASE/PURCHASE OF UP TO 10 MERCEDES 12-PASSENGER SPRINTERS
- D). AUTHORIZE THE LEASE/PURCHASE OF UP TO 15-TOYOTA SIENNA 8-PASSENGER VANS

A motion was made by Commissioner O'Banion and seconded by Commissioner Chavez to approve:

- A). MINUTES 5/14/2015
- B). AUTHORIZE RFP FOR UP TO 100 GMC 15 PASSENGER VANS
- C). AUTHORIZE THE LEASE/PURCHASE OF UP TO 10 MERCEDES 12-PASSENGER SPRINTERS
- D). AUTHORIZE THE LEASE/PURCHASE OF UP TO 15-TOYOTA SIENNA 8-PASSENGER VANS

AYES: Commissioners Chavez, Neves, O'Banion, White
NOES: None
ABSENT: Commissioners Wegman, Funk, Poythress, Hurtado
RECUSED: Commissioners Nickell, Richardson

4. SYSTEM UPDATE

A. Use of the H2A program by Growers/Contractors

The H2A program is a program where growers use vouchers to provide transportation for their workers using CalVans. The program has been used for three years. The local Region 9 office was stating that CalVans was not allowed and that was in conflict with what the Chicago office of the FDOL (Federal Department of Labor) had stated. There was a challenge last fall of Region 9's ruling. Last month, their ruling was overturned and the use of CalVans for H2A workers was approved. This will have a major impact on the CalVans program as the use of CalVans for H2A in the CalVans drivers are insured, licensed and have a physical on file, therefore growth is anticipated due to the favorable ruling from the Chicago office.

B. Additional funding identified in ARB FY 2015-16 Funding Plan

The proposed budget for 2015-16 includes \$3 million in funding for farmworker vanpool. In addition, Staff is looking at additional Cap and Trade monies. The goal is to identify and purchase electric vehicles that can be used by farmworkers.

C. FY 14/15 5307 funds generated through NTD reporting

Historically, staff has made money through the general formula for the large UZAs like Bakersfield, FAX, Fresno, and Visalia and as well as STIC points for smaller UZAs. Staff decided to look at the small UZAs in the same fashion as the large UZAs to see if CalVans reporting was generating revenue in the same fashion. The amount generated is about \$7million in total and although it does not return any funds to CalVans, it does increase CalVans' bragging rights as it relates to how much it brings to member agencies and their respective transit operators.

D. Reporting by TCAG

TCAG (Tulare County Association of Governments) contacted staff as they were preparing their long range transit plan. They wanted include the CalVans program as part of their overall plan so that more transit options are open to residents. Staff is working with Visalia City Coach on

funding another 75 vans for that area. Staff can provide ridership information to other member agencies, upon request.

E. Driver Stories

Attached are driver stories that highlight those involved with the CalVans program. The stories highlight the customers of the programs and how the CalVans program serves them. Commissioner Chavez expressed that it is nice to hear drivers perspective about the program. Commissioner White states that he appreciates the stories, and feedback from the drivers.

6. TITLE VI PLAN

The Title VI Plan was set for approval last month, but was pulled so that staff could do further analysis on the minority populations served. Staff had originally identified Spanish as the only language that needed to be addressed in the plan. However, this left an undefined group of 7% which meant there was the potential for another subgroup of 5%. Staff looked at the next 4 language groups of Hmong, Chinese, Tagalog and Portuguese to reduce the undefined group to 4.3 %, eliminating the potential for a group of greater than 5%. There were other subgroups of Indian and no other large groups identified.

A motion was made by Commissioner Chavez and seconded by Commissioner O'Banion to approve:

AYES: Commissioners Chavez, Neves, O'Banion, White
 NOES: None
 ABSENT: Commissioners Wegman, Funk, Poythress, Hurtado
 RECUSED: Commissioners Nickell, Richardson

7. FY 15/16 BUDGET

Staff recommended approval of the draft FY 15/16 budget.

A motion was made by Commissioner Chavez and seconded by Commissioner O'Banion to approve the FY 15/16 Budget.

AYES: Commissioners Chavez, Funk, Neves, Poythress, O'Banion, Wegman
 NOES: None
 ABSENT: Commissioners Hamilton, Hurtado, Richardson, White

8. MISCELLANEOUS COMMENTS

9. NEXT MEETING DATE.

The next Board meeting is scheduled for August 13, 2015 at 10:00 a.m.

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

Respectfully submitted,



Ronald H. Hughes
 Executive Director

6/24/2015 sn

Attachment

B

California Vanpool Authority (CalVans)

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 August 20, 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			Joined @ 10:04am
TCAG	Cameron Hamilton- Primary		X	
VCTC	James White- Primary	X		

Counsel present: Zack Smith

Staff/Visitors in attendance:

Ron Hughes, and Susie Nava from CalVans as well as Rogelio Caudillo from Senator Vidak's office.

Also in attendance were Teresa Nickell, Paul Marquez, Bill Powell and Alan Holmes.

2. UNSCHEDULED APPEARANCES:

No unscheduled appearances.

3. CONSENT CALENDAR:

A). Approval of Minutes from June 11, 2015 was held over until September 10, 2015 meeting

4. SYSTEM UPDATE

A. Report prepared by Rachel Golden with the Goldman School of Public Policy

Staff stated that Ms. Golden completed the report while CalVans assisted with information in the preparation of the report. The report reflects very well on CalVans and the services that they provide to the Central Valley.

5. REVIEW AND AWARD BID FOR 15 PASSENGER VANS

After review of the submitted bids, staff recommended to approve Keller Motors the contract for the purchase of up to 80 15 Passenger Vans with Option 2 with vinyl seats and flooring.

Motion Made By:	Sylvia Chavez		
2nd Motion By:	Scott Funk		
Motion (Pass/Fail)	Pass		
Commissioner	Present	Absent	Abstain
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		

8. MISCELLANEOUS COMMENTS

Ron commented that anticipated growth would be covered in the next meeting, but that as of now, numbers reflect a 16% growth from 2014. Commissioner Funk stated that Growers in the Salinas Valley were becoming more interested in using CalVans.

9. NEXT MEETING DATE.

The next Board meeting is scheduled for September 10, 2015 at 10:00 a.m.
The meeting was adjourned at 10:09 a.m.

Respectfully submitted,

Ronald H. Hughes
Executive Director

8/20/15 sn

Attachment

C

Technical Advisory Committee Minutes

A regular meeting of the California Vanpool Authority Technical Advisory Committee was held on August 27, 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

ICTC – Imperial County Transportation Commission

Kern COG – Kern Council of Governments

KCAG – Kings County Association of Governments

MCTC – Madera County Transportation Commission

Merced COG – Merced County Association 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

Area of Representation	TAC Member	Present	Absent	Joined Meeting after Roll Call
AMBAG			X	
Fresno COG			X	
Kern COG	Bob Snoddy & Susanne Campbell	X		
KCAG	Teresa Nickell	X		
MCAG	Natalia Austin	X		
MCTC			X	
ICTC	Mark Baza			Joined at 1:32 pm
SBCAG			X	
TCAG			X	
VCTC	Alan Holmes	X		

Ron Hughes, Georgina Cardenas, Baldev Randhawa, and Susie Nava from CalVans were also in attendance.

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.

16

A. Minutes of May 28, 2015

Motion Made By:	Bob Snoddy
2nd Motion By:	Teresa Nickell
Motion (Pass/Fail)	Pass

4. SYSTEM UPDATE

A. Report of weekly miles traveled by Ag vans

This report is a review of the miles for current and previous fiscal years. The report allows staff to plan for growth as well as the public to see the increased demand for Ag Vanpools. Growth is expected as vouchers for the workers paid for by the grower are increasing.

B. GIS Reporting from AMBAG

This report is used to track and plot the movement of vans in the Monterrey area. This report gives a visual of day-to-day vanpool use. If requested, this report can be provided for other regions.

C. System NTD numbers sorted by UZA and County

These two reports reflect numbers by county and then by UZA. In Salinas Valley and Santa Barbara numbers doubled. Due to the large numbers of Vanpools, this number is expected to continue to grow. Porterville UZA numbers dropped, however Delano's numbers went up. This change is because Delano is now a UZA and trips to and from that area were accounted accordingly. In addition, the County Data can be used for AB 32 compliance.

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

This study was written by Ms. Golden with data provided by Staff to show the benefit of Agricultural vanpools in the Central Valley as well as the effectiveness of the Cap and Trade funds in minority areas.

5. Action Item: Approve Request for Bid for 15-Pasenger Ford Vans

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

6. Action Item: Approve Request to Create Position of Assistant Director Position

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

7. Action Item: Approve Agreement with City of Visalia for Funding of Tulare County Vanpools

Motion Made By:	Mark Baza
2nd Motion By:	Bob Snoddy
Motion (Pass/Fail)	Pass

8. ANNOUNCE NEXT MEETING DATE

The next TAC meeting is tentatively scheduled for Thursday, September 24, 2015 at 1:30 p.m. located in the CalVans conference room, 1340 North Drive, Hanford, CA.

ADJOURNMENT

The meeting was adjourned at 1:53 p.m.

Respectfully submitted


Ron Hughes
Executive Director

9/3/15 sn