

CALIFORNIA VANPOOL AUTHORITY

Board of Directors

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

Meeting Date: June 13, 2019

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, 24580 Silver Cloud Court Monterey, CA 93940
- Fresno Council of Governments, 1948 High Street, Selma, CA 93662.
- Imperial County Transportation Commission, 1405 N Imperial Ave, Suite 1, El Centro, CA 92243 and 128 W. 5th Street, Holtville, CA 92250
- Kern Council of Governments, Conference 1401 19th Street, Board Room, Bakersfield, CA 93301, Maricopa City Hall, 400 California Avenue, (Hwy 33), Maricopa, CA 93252
- Madera County Transportation Commission, Madera County Transportation Commission, 2001 Howard Rd., Suite 201, Madera, Ca. 93637
- Merced County Association of Governments, Conference Room, 369 West 18th Street, Merced, CA 95340, and Los Banos City Hall, Conference Room B, 520 J Street, Los Banos, CA 93635
- Riverside County Transportation Commission, Cathedral City, City Hall, 68-700 Avenida Lalo Guerrero, Cathedral City, CA 92234
- San Bernardino County Transportation Authority, Yucca Valley Town Hall Conference Room, 57098 Twentynine Palms Highway, Yucca Valley CA 92284
- San Joaquin Council of Governments, 555 E. Weber Avenue, Stockton, CA 95202 and San Joaquin County Administration Building, 44 N. San Joaquin Street, Room 637, Stockton, CA 95202
- Santa Barbara County Association of Governments, 2050 S Blosser, Santa Maria CA 93458
- Stanislaus Council of Government, 1010, 10th St., Suite 6200, Modesto, CA 95354, 1111 I Street, Suite 308, Modesto, CA 95354
- Tulare County Association of Governments, Conference Room, 210 N Church St., Suite B, Visalia, CA 93291 and Visalia Government Plaza Main Lobby, 5953 S Moony Blvd. Visalia, CA 93277.
- Ventura County Transportation Commission, Conference Room, 950 County Square Drive, Suite 108, Ventura, CA 9300

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 April 11, 2019	
4.	System Update	Information
	A. Status of \$4.7 million grant for purchase of Hybrid Farm Labor Vans	
	B. Future grant funding opportunities Staff is pursuing.	
	C. Summary of On-Call tasks preformed by Transit Aides	
	D. Eight Year update	
4.	Authorize Appointment of New Executive Director	Action
5.	Authorize FY 19/20 Budget	Action
6.	Adjournment - Next meeting date is 8th	

Attachments:

Item	Page	Description
A.	7	Board Minutes for 04-11-19
B.	11	TAC Minutes for 3-29-19
C.	14	Eight Year update letter with area maps
D.	26	Resume for Mrs. Georgina Cardenas with At Will Letter
E.	29	Proposed FY 19/20 budget

STAFF REPORT

3. Consent Items

A. Minutes of April 11, 2019

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

4. System Update

A. Status of \$4.7 million grant for purchase of Hybrid Farm Labor Vans

Staff received a notice of award from CARB for the project and was set to order the vehicles when it was informed by XL Hybrid staff that units they quoted to Keller Motors for the bid they submitted had not been approved by CARB. They also mentioned that there are no units available at the present time and that they would not have additional units until early 2020.

Staff will rebid the vehicles with the Hybrid kits when the pricing for the 2020 Chevrolet vans is available. This will occur in the August-September time period. The bid will include the 154 vehicles that will be funded with the FY 19/20 CARB funding that will be approved this summer. GM representatives have stated they will assist XL Hybrid staff in securing CARB approval for the 2020 models. It is anticipated that approval will take about 60 days. With vehicles being ordered in October and delivered in January, with the Hybrid conversions being done in Fresno by A-1 Electric in Fresno. They will then be ready for assignment in the Spring.

B. Future grant funding opportunities Staff is pursuing.

Staff is working with CARB staff on developing a three year funding plan for farmworker vanpools targeted towards farmworkers living in environmental impacted areas and those identified low income areas. Staff has demonstrated the need for additional farmworker vans over the next three years that will cost approximately \$18 million, resulting in an additional 154 vans each year. The following graph lays out the current funding year, as well as projections for the next three years.

	FY 18/19	FY 19/20	FY 20/21	FY 21/22
State Budget approved – CARB funds appropriated	Summer 2018	Summer 2019	Summer 2020	Summer 2021
Board approval of LCT/AQIP Funding Plan	Fall 2018	Fall 2019	Fall 2020	Fall 2021
Grant/amendment executed	Spring 2019	Spring 2020	Spring 2021	Spring 2022
Grant amount	\$6 million	\$6 million	\$6 million	\$6 million
Project vehicles ordered	Spring 2019	Spring 2020	Spring 2021	Spring 2022
Number of vehicles ordered	125	154	154	154
Project vehicles delivered	Fall 2019	Fall 2020	Fall 2021	Fall 2022
Project vehicles deployed for vanpool service	Spring 2020	Spring 2021	Spring 2022	Spring 2023

C. Summary of On-Call tasks preformed by Transit Aides

The following summary is for a two week period and lists the date and employee who responded to an after hours call for information or service. Call range from simply informational to the need to change a battery or fix a flat time.

Date	Van	Staff	Area	Action
4/22/2019	841	Adan	Imperial	Driver reported lost gas card.
4/23/2019	745	Hector	Salinas	Report of check engine light.
4/23/2019	719	Hector	Salinas	Fixed flat tire and seat belt.
4/23/2019	412	Jose	San Joaquin	Delivered spare van to Visalia Airport.
4/23/2019	430	Temo	San Joaquin	Provided emergency ride home to passengers.
4/23/2019	841	Adan	Imperial	Driver reported that he found gas card.
4/23/2019	278	Albert	San Joaquin	Swapped out van with air bag light and broken windshield.
4/24/2019	790	Hector	Salinas	Fixed flat tire.
4/24/2019	849	Hector	Salinas	Driver called asking for payment information.
4/25/2019	5066	Hector	Salinas	Went to King City to fix flat tire.
4/26/2019	787	Hector	Salinas	Picked up van that was running hot.
4/26/2019	460	Olivia	Stockton	Drive called to say he left wallet in van.
4/26/2019	810	Marino	Ventura	Assigned new driver, previous driver had received a DUI.
4/26/2019	58	Albert	San Joaquin	Driver called to say oil light was on. Swapped van.
4/27/2019	5007	Hector	Salinas	Replaced headlight and fixed flat tire.
4/27/2019	5070	Hector	Salinas	Fixed broken side step.
4/27/2019	721	Marino	Ventura	Replaced dead battery.
4/27/2019	5043	Marino	Ventura	Replaced headlight that went out.
4/27/2019	5016	Adan	Imperial	Driver called saying he was moving van from Imperial to Salinas.
4/27/2019	5016	Adan	Imperial	Driver said he could not use gas card, was using the wrong PIN.
4/27/2019	426	Albert	San Joaquin	Driver lost spare key, delivered new one to parking lot.
4/28/2019	5077	Hector	Salinas	Went to greenfield to fix seatbelt.
4/28/2019	873	Hector	Salinas	Fixed sliding door that was not opening.
4/28/2019	916	Marino	Ventura	Driver called for more payment sheets and vouchers.
4/28/2019	857	Adan	Imperial	Driver called stating the AC was not working right.
4/28/2019	468	Albert	San Joaquin	Swapped out van that had been vandalized.
4/29/2019	378	Olivia	Stockton	Swapped van for recall.
4/29/2019	870	Olivia	Stockton	Driver called to say check engine light was on.
4/30/2019	419	Luis A	San Joaquin	Driver called to check on van.
4/30/2019	351	Luis A	San Joaquin	Driver called to check on van.
4/30/2019	953	Marino	Ventura	Driver having difficulty getting fuel, fixed door handle.
4/30/2019	373	Temo	San Joaquin	Driver called stating she was unable to start spare van.
4/30/2019	205	Temo	San Joaquin	Driver called stating that his gas had been siphoned from his van.
5/1/2019	961	Marino	Ventura	Replaced tail light fuse.
5/1/2019	193	Oscar	Joaquin	Driver called to say gas cap missing and sliding door not locking.

5/1/2019	806	Louis	Imperial	Driver called to say tire light was on and van was idling rough.
5/1/2019	863	Emilia	Salinas	Driver called that his tire sensor light was on.
5/1/2019	952	Emilia	Salinas	Driver called to report a hit and run.
5/1/2019	919	Emilia	Salinas	Driver called to say trailer connector did not work.
5/2/2019	764	Marino	Ventura	Driver's log in code not working.
5/2/2019	80	Jose	San Joaquin	Driver called reporting low oil pressure.
5/2/2019	313	Jose	San Joaquin	Went to show driver how to fuel van at CNG fueling station.
5/2/2019	253	Jose	San Joaquin	Swapped out van due to water pump problems.
5/2/2019	863	Emilia	Salinas	Went with driver to get flat fixed.
5/2/2019	5005	Emilia	Salinas	Replaced front head light that driver said was not working.
5/3/2019	908	Marino	Ventura	Rear tire going flat, found nail and fixed.
5/3/2019	5162	Temo	San Joaquin	Driver called that he had not received his weekly invoice.
5/4/2019	768	Luis A	San Joaquin	Swapped van that broke down in the field.
5/4/2019	797	Marino	Ventura	Back door would not open, will replace next day.
5/4/2019	430	Jose	San Joaquin	Provided emergency ride home to passengers.
5/4/2019	967	Louis	Imperial	Driver called that headlight was out, will fix in morning.
5/4/2019	767	Louis	Imperial	Repaired middle seat belt and side step.
5/4/2019	765	Louis	Imperial	Put first aid kit in van.
5/4/2019	790	Emilia	Salinas	Helped driver use gas card to get fuel.
5/5/2019	5047	Louis	Imperial	Swapped out 5047 because Garmin was not working.
5/5/2019	977	Louis	Imperial	Replaced dead battery.
5/5/2019	967	Louis	Imperial	Assisted driver in getting logged on to his van.
4/29/19	5179	Luis A	San Joaquin	Driver called that his FOB was not working

D. Eight Year update

Attached is a letter that gives some history on CalVans as well as some of the agency's impacts. This letter is updated annually as new ridership data is made available. A map of each region has been included showing the van deployment in each region.

5. Authorize Appointment of New Executive Director

Staff has completed the hiring process for the new Executive Director and is recommending Mrs. Georgina Cardenas as the successful candidate. She has worked closely with farm labor contractors and the Department of Labor as CalVans was instrumental in setting up the program that now exists. She was retained on a part time basis to deal with contractor /DOL issues as they surfaced.

Mrs. Cardenas did an excellent job of opening and operating the SACOG (Sacramento) office which served both the SACOG area as well as Napa County. The office was later closed at SACOG's direction. They would not authorize the use of CalVans vehicles to serve the downtown Sacramento area due to the perceived competition with local buses serving the same area. Napa County later closed due to lack of vanpool interest.

Mrs. Cardenas established the Imperial county office in El Centro to take care of the farm worker vanpools that worked there during the winter months. She also prepared and submitted a successful

AHSC (Affordable Housing and Sustainable Communities) grant resulted in \$3 million to purchase 80 new vans.

Mrs. Gardenas did a great job of managing the projects she was given and was always ready to take on any task that was put before her. She also speaks Spanish fluently which is becoming more critical as many of our contractors and driver only speak Spanish.

It is recommended that Mrs. Cardenas be offered the position of CalVans Executive Director, conditioned on the signing of the attached At Will Agreement. Attached is a copy of her resume.

6. Authorize FY 19/20 Budget

The FY 19/20 proposed budget is attached. It reflects the continued growth in the vanpool program and anticipates additional grant funding from the state for farm worker vanpools. The budget is broken down in 4 parts, Administration, General vanpools, Agricultural vanpools and a budget summary of all programs. The FY19/20 budget is slightly lower than the FY19/19 budget due to \$1,267,650 less in grant funds in the FY19/20 budget.

The budget also includes a 6% increase for all employees. The last general pay raise of 3% was three years ago. We are staying slightly ahead of the states mandated minimum wage but will probably have to address it in the next two years as the first step of Transit Aide range will be fall below the state's minimum wage in 2021.

Staff is recommending adoption of the proposed FY19/20 budget. The budget has been attached.