



California Vanpool Authority Board Meeting Minutes

A special meeting of the California Vanpool Authority was called to order by Chairman Bob Nelson at 10:07 A.M. on Thursday, September 14th, 2023, via teleconference.

California Vanpool Authority Members

AMBAG – Association of Monterey Bay Area Governments
 Fresno COG – Fresno Council of Governments
 ICTC – Imperial County Transportation Commission
 MCTC – Madera County Transportation Commission
 MCAG – Merced County Association of Governments
 RCTC – Riverside County Transportation Commission

SBCAG – Santa Barbara County Association of Governments
 SJCOG – San Joaquin Council of Governments
 StanCOG – Stanislaus Council of Governments
 TCAG – Tulare County Association of Governments
 VCTC – Ventura County Transportation Commission

3. Call to Order – 10:07 A.M.

Roll Call – Clerk of the Board

Area of Representation	Present	Absent		Joined Meeting after Roll Call
		Primary	Alternate	
AMBAG 01	Scott Funk (A)	Steve McShane		
MCTC 02		Robert Poythress	Jose Rodriguez (A)	
Fresno COG 03		James Horn	Brandon Pursell (A)	
ICTC 04	Ana Beltrán		Maria Nava-Froelich (A)	Ana Beltrán 10:16am
MCAG 05		Paul Llanez	Pat Nagy (A)	
RCTC 06	Joseph DeConinck			
SJCOG 07		Miguel Villapudua		
SBCAG 08	Bob Nelson		Ariston Julian(A)	
StanCOG 09		Javier Lopez	Buck Condit (A)	
TCAG 10	Kellie Carrillo		Liz Wynn (A)	
VCTC 11	James White		Mike Johnson (A)	

Counsel present: David Kahn (KSC)

Visitors in attendance: Leigh Brown, Jean Foletta, Giancarlo Bruno, Natalia Austin, Brian Cunanan (RCTC), MCAG Conference Room, Xavier Garcia, Mauricio Torres, dlopez, 15597968757, 15599989680.

Staff: Georgina Landecho, Gabriela Pacheco, Amanda Ruch, Monica Sarzi, Teresa Rodriguez, Tomas Hernandez, Carmen Mora, Magdalena Atilano

Contractors/Guests: Eileen Goodwin (APEX), Jaribu Nelson (CPA), Paul Britt & Kyle Ulaszek (IntelliShift), Josh Giosa and Jorge Rodriguez (Price Paige LLC), Chris Murdaco (Chevron), Erika Romero (EEC)

2. Unscheduled Appearances: None

3. Consent Calendar

3.1. Draft Minutes of Board meeting from August 10, 2023. Motion made by White and seconded by Beltrán. Motion passed.

Motion Made By:		White		
2 nd Motion By:		Beltrán		
Motion (Pass/Fail)		PASS		
Commissioner		Yea	Nay	Abstain
Steve McShane	Scott Funk (A)	X		
Robert Poythress	Jose Rodriguez (A)			
James Horn	Brandon Pursell (A)			
Ana Beltrán	Maria Nava-Froelich (A)	X		
Paul Llanez	Pat Nagy (A)			
Joseph DeConinck	Vacant	X		
Miguel Villapudua	Vacant			
Bob Nelson	Ariston Julian (A)	X		
Javier Lopez	Buck Condit (A)			
Kellie Carrillo	Liz Wynn (A)	X		
James White	Mike Johnson (A)	X		

4. Staff Report and System Updates

4-1. Lobbyist Update California Environmental & Energy Consulting (CalEEC) (Attachment 2)

Presentation by CalEEC staff, including the End of the Legislative Session, Senate Leadership Changes and where we are at on Bond and Bills. Erika Romero (EEC) Last day of legislative session, lots of bill. 700 measures/couple 100 between the houses. Catalytic Converter Theft bill is heading to the Governor's desk request signature. SB53-Senator Becker – this bill extends our allowance to meet through teleconference, was slight amendment but nothing that will impact CalVans. Change in leadership- Speaker of the Assembly, now Seante has agreed to support Senator McGuire to replace Senate ProTem Atkins this will happen in January 2024. Our bond conversations, all bonds got held, made clear in Senate, Assembly and Governors Office, no climate/ag bond passed this session due to a mental health bond the governor wanted on the March ballot. This is good for CalVans because it will give us the time we need to strategize for next year. I will have an end of session report after closing. Chair Nelson asked if there was anything new on the Ag Bond? Romero will be discussing early next year which we are hoping for lands on the November '24 ballot.

4-2. Agency Financials Update and Year to Date Budget (Attachment 3)

Staff submitted agency financial for review for the period ending August 31st, 2023. Accounting was available for questions regarding agency standings and the status of FY 23/24 budget. Landecho discussed the Long- and Short-term Goals and weaning the agency from Kings County. Provided recent updates, comparisons between the previous and current trial balance report, budget, revenues and expenses, loans, interest rates keeping in mind how it effects the general vanpool, VP and Farm Labor areas. Questions – None.

4-3. Regional Updates and Fleet Activity (Attachment 4)

Staff submitted a snapshot of CalVans fleet. The Transit Coordinator for each provided a brief update for their area of responsibility. Landecho stated that due to the higher per mile rate there was a decrease in vehicles miles traveled; only 105 million for FY 22/23 which is 2–3-million-mile decrease compared to the previous year. Pacheco reported for the Central Valley and Napa areas, looking for new vendors to service EVs. Napa still busy, increasing staff in the area for the next season. Working on marketing events to better understand the vanpool needs in the area. Hernandez reported for the Ventura and Santa Barbara areas, past month has been very fruitful, progress is being made on items from the August board meeting. Reached out to FLC's, Magana Bros, they are more than happy to establish charging stations in quite a few of their properties, Santa Paula and Coachella. As well as, Total Labor Force and Ryder Bros, Driscoll's, and to Central Berry, spoke with Lorraine and set up meeting for next week, looking to establish remote or mobile charging stations in the fields. They want to learn more regarding the legislature so they can close the gap, processing-packing from the fields. Ventura Housing Authority meeting doing great, hoping it continues with rollout plan with the EVs. Chair Nelson asked about contractors who want charging stations on their property, is CalVans funding? Hernandez stated he made no promises to contractors directed them to investigate the State for any kind of subsidizing with future bond measures. Rodriguez reported for the Monterey area, still in full swing, minimal number of vans transferring to other areas. Still upgrading our facility. Have had several marketing events in Salinas. Chair McShane has connected us with the Salinas Weekly to place an ad. Looking forward to the off-season to focus on marketing events in the Monterey area. Mora reported no movement in Imperial County, El Centro clear to the Temecula area just yet, but they will be starting soon.

4-4. Marketing and Outreach Updates (Attachment 5)

Staff collaborated with various organizations to develop the marketing events for the arrival of the new EV's at each of the housing facilities. Additionally, Model 1 and Ford have collaborated to release a media event regarding the 403 eTransits we have worked to secure. There are several end of season events occurring around the Central Valley, Napa and Monterey County. Staff will attend events to promote the program and continue to try and push the EV mindset with the employer and communities in those regions.

5. Other Business Information Action items

5-1. ACTION: Approval of Final Agency Audits for FY 19/20, 20/21, 21/22 & 22/23 (Attachment 6)

Price Paige and Company along with CPA, Jaribu Nelson, invited to discuss and/or answer any questions regarding the now completed FY 19/20, 20/21 and 21/22 Audits. The team is currently completing the 22/23 budget as well. Staff is requested approval of Agency Audits for FY 19/20, 20/21, 21/22 & 22/23. Mr. Nelson thanked the Board for the opportunity to work with CalVans. They completed the auditing process for years 19/20, 20/21 and 21/22 and have no findings to report, everything is clean, and no modifications were made. Question/comments: None. Motion made by Funk and seconded by White. Motion passes.

Motion Made By:		Funk		
2nd Motion By:		White		
Motion (Pass/Fail)		PASS		
Commissioner		Yea	Nay	Abstain
Steve McShane;	Scott Funk (A)	X		
Robert Poythress;	Jose Rodriguez (A)			

James Horn;	Brandon Pursell (A)			
Ana Beltrán;	Maria Nava-Froelich (A)	X		
Paul Llenez;	Pat Nagy (A)			
Joseph DeConinck;	Vacant (A)	X		
Miguel Villapudua,	Vacant (A)			
Bob Nelson;	Ariston Julian(A)	X		
Javier Lopez;	Buck Condit (A)			
Kellie Carrillo,	Liz Wynn (A)	X		
James White;	Mike Johnson (A)	X		

5-2. ACTION: WEX/Chevron Business Card Program Description and Application (Attachment 7)

Staff analyzed the fleets fuel usage for major vendors and determined that over 47% of the fuel usage is at Chevron gas stations across the state. With this data in mind, staff worked with Chevron corporate to determine the feasibility of securing a reduction in rate from the various franchises across the state of California, Arizona and Nevada. Staff requested approval to complete the fleet application. Landecho explained WEX/Chevron to provide the fleet with big discount/rebate based on gallons used, i.e., 10,000 gallons used, with tiered rate lands a \$.06 rebate, 10,000-50,000 will secure a .20-.30 cent rebate per gallon. Carrillo asked if there was a contract, Landecho replied No. Carrillo said Good rates, Thank you. Question/comments: None. Motion made by Funk and seconded by White. Motion passes.

Motion Made By:		Carrillo		
2nd Motion By:		Funk		
Motion (Pass/Fail)		PASS		
Commissioner		Yea	Nay	Abstain
Steve McShane;	Scott Funk (A)	X		
Robert Poythress;	Jose Rodriguez (A)			
James Horn;	Brandon Pursell (A)			
Ana Beltrán,	Maria Nava-Froelich (A)	X		
Paul Llenez;	Pat Nagy (A)			
Joseph DeConinck;	Vacant (A)	X		
Miguel Villapudua,	Vacant (A)			
Bob Nelson;	Ariston Julian(A)	X		
Javier Lopez;	Buck Condit (A)			
Kellie Carrillo,	Liz Wynn (A)	X		
James White;	Mike Johnson (A)	X		

5-3. ACTION: IntelliShift Services Contract Extension (Attachment 8)

Staff worked with IntelliShift to secure additional telematics hardware for the incoming vehicles. With the previous 4-year contract ending in December 2023, staff negotiated discounts with IntelliShift to secure the full suite of software, including working with ESRI to develop the NTD UACE reporting to provide additional tracking on behalf of member agencies. Staff has researched additional systems including major providers like GeoTab and Tangerine along with other systems that provide more custom reporting. As staff has a history and has already developed a working system that with the new internal changes, has resulted in a more effective and efficient reporting structure. The other systems did not provide and ignition lock or driver log in requirements without incurring additional hardware for their proprietary system. Staff is requested to move forward with our current telematics provider for an additional four years. Landecho reported telematics providers contacted for arrival of EV. Integration with FordPro is active via an API for our fleet, need a system that covers all vehicles and cameras, we do not have cameras currently. We have done the research and tested other telematics provided within the two years, Intellishift vs. FordPro comparison is included. Intellishift will provide a big discount and will recycle current hardware in addition to allowing the agency to make payments on the camera purchase instead of the usual costs upfront. It will be a 4-year contract for up to 1,450 vehicles. White shared that safety is of the utmost importance for our volunteer drivers and their passengers, adding these products today will reduce liability and make roads safer. We will need to provide instruction after products are on board for driver's education. Looks like a great project. Carrillo- Thank you, for this important information and comparisons, all the support and EV matrix that staff put together. After install could we get quarterly update status from staff? Landecho- Absolutely, another amazing feature with this system is that it will provide reporting (pg. 141) directly on the dashboard to help make recommendations regarding the need to pull an ICE vehicle from service that is better suited as an EV. Finally, NTD reports will be much more colorful with route visuals. Hernandez- from staff's perspective, cameras are best defense to protect agency. Nelson-Is this in budget? Landecho- Yes, in the newly revised budget, what was \$30 per unit went up to \$48 for the entire package spread across the first two years and includes the cost of the camera to be paid off in 24 months. Nelson- I'm comfortable with the rate increase because it's included in budget and it protects the driver and passengers, Good move. Question/comments: None. Motion made by Beltrán and seconded by Funk. Motion passes.

Motion Made By:		Beltrán		
2nd Motion By:		Funk		
Motion (Pass/Fail)		PASS		
Commissioner		Yea	Nay	Abstain
Steve McShane;	Scott Funk (A)	X		
Robert Poythress;	Jose Rodriguez (A)			
James Horn;	Brandon Pursell (A)			
Ana Beltrán,	Maria Nava-Froelich (A)	X		
Paul Llenez;	Pat Nagy (A)			
Joseph DeConinck;	Vacant (A)	X		
Miguel Villapudua,	Vacant (A)			
Bob Nelson;	Ariston Julian(A)	X		
Javier Lopez;	Buck Condit (A)			
Kellie Carrillo,	Liz Wynn (A)	X		
James White;	Mike Johnson (A)	X		

5-4. Combined ACTION Item: Agency Short & Long-Term Goals (Attachment 09)

5-5. Combined ACTION Item: Revised Mission & Vision and Contact List (Attachment 10)

Staff put together the results from the August 10th agency Board meeting and a summary of the retreat. The summary along with the revised Mission and Vision statements are also included. The short-term goals are currently set to be completed within two-years, which staff feels confident is a deliverable. The long-term goals are set at three plus years. Staff will provide updates at future meetings as goals are accomplished. These were created using the information provided in the order of importance on attachment 9. Staff requested approval of the revised mission, vision along with short and long-term goals. Goodwin- explained that starting with page 150, our mission has been too broad we want to be more streamlined. Serving the needs of communities, strengthening bond/relationship with potential employers, branding, events, collaborating with HSAs. Make transit districts know we are not a threat. Safe record, increase funding, change advocacy meeting to Feb. 8th and Stakeholder Meeting to December 14th. Implementing Driver of the Year, Partners of the Year awards. White- Very clean and glad it's on paper now. Nelson- Goal #14 EV Fleet, future agenda items, EV progress, standard item. I'm for it, I want it to be successful long term-need strategies to have everyone here for their attendance, can we look into compensation for directors? We have lots of important work to do! With the approval of the mission and vision statement, staff revised and presented the agency contact information and has included the contact list for review and revision if necessary. Question/comments: None. Motion made by DeConinck and seconded by White. Motion passes.

Motion Made By:		Deconinck		
2nd Motion By:		White		
Motion (Pass/Fail)		PASS		
Commissioner		Yea	Nay	Abstain
Steve McShane;	Scott Funk (A)	X		
Robert Poythress;	Jose Rodriguez (A)			
James Horn;	Brandon Pursell (A)			
Ana Beltrán,	Maria Nava-Froelich (A)	X		
Paul Llenez;	Pat Nagy (A)			
Joseph DeConinck;	Vacant (A)	X		
Miguel Villapudua,	Vacant (A)			
Bob Nelson;	Ariston Julian(A)	X		
Javier Lopez;	Buck Condit (A)			
Kellie Carrillo,	Liz Wynn (A)	X		
James White;	Mike Johnson (A)	X		

5-6. ACTION: Revised 2023 Board of Director's Meeting Calendar (Attachment 11)

Staff revised the meeting calendar due to an error of future meeting occurrences. One of the agency goals for FY 23/24 (#17) is to "Create CalVans yearly calendar to include dates for Board meetings and special events as well as housekeeping dates such as distribution of Board packets, reports, audits, etc." which staff will present at a later meeting as timelines for the requested items are determined. The current agency website has the capacity to add a plug-in that will need to be managed to subscribe and unsubscribe by folks requesting meeting or other notifications. Staff currently relies on MSN 365 which is on the current Kings County server. With the transition to the new system in the coming months, staff has had delays in transferring the server to the new location, due to Verizon delays and the request by the County that the new grounds have fiber optic cable vs. what is there now.

Additionally, KC IT requested that the lines be installed underground. This along with the paving of the next-door lot and install of EV chargers are on hold until the feasibility can be determined. Staff requested approval to accept the minor changes to the current Board of Director's meeting calendar.

Motion Made By:		Carrillo		
2nd Motion By:		White		
Motion (Pass/Fail)		PASS		
Commissioner		Yea	Nay	Abstain
Steve McShane; Scott Funk (A)		X		
Robert Poythress; Jose Rodriguez (A)				
James Horn; Brandon Pursell (A)				
Ana Beltrán, Maria Nava-Froelich (A)		X		
Paul Llanez; Pat Nagy (A)				
Joseph DeConinck; Vacant (A)		X		
Miguel Villapudua, Vacant (A)				
Bob Nelson; Ariston Julian(A)		X		
Javier Lopez; Buck Condit (A)				
Kellie Carrillo, Liz Wynn (A)		X		
James White; Mike Johnson (A)		X		

FUTURE AGENDA ITEMS

Nelson – EV Progress Reports.

6. NEXT MEETING DATE

The next Board meeting is scheduled for Thursday October 12th, 2023.

7. ADJOURN: TIME: 11:06 AM

Respectfully submitted by Georgina Landecho, CalVans Executive Director