



## Meeting Minutes

A meeting of the California Vanpool Authority was called to order by Chairman Steve McShane at 10:00 A.M. on Thursday, December 14<sup>th</sup>, 2023, in person at the Visalia Convention Center and via teleconference.

### 2023 California Vanpool Authority Member Agencies

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

SJCOG – San Joaquin Council of Governments  
 SBCAG – Santa Barbara County Association of Governments  
 StanCOG – Stanislaus Council 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	Present	Absent	Joined Meeting after Roll Call
AMBAG	Steve McShane	Scott Funk (A)	
MCTC	Robert Poythress	Jose Rodriguez (A)	
Fresno COG		James Horn/Brandon Pursell (A)	
ICTC	Ana Beltran	Maria Nava-Froelich (A)	
MCAG	Paul Llanez	Pat Nagy (A)	
RCTC	Joseph DeConinck		
SJCOG		Miguel Villapudua	
SBCAG	Bob Nelson	Ariston Julian(A)	
StanCOG		Javier Lopez/Buck Condit (A)	
TCAG		Kellie Carrillo/Liz Wynn (A)	
VCTC	James White	Mike Johnson (A)	

Staff/Visitors in attendance:

California Vanpool Authority - Stakeholders Dinner 12/13/23 & Meeting 12/14/23				
First Name	Last Name	Organization	12.13.23	12.14.23
Georgina	Landecho	CalVans	X	X
Gabriela	Pacheco	CalVans	X	X
Teresa	Rodriguez	CalVans	X	X
Marco	Solorio	CalVans	X	X
Ignacio	Alvarez	Bengard Ranch		x
Eileen	Goodwin	CalVans Advisor		x
Ruben	Lugo	DOL		x
Steve	McShane	CalVans Board Chair		x
Liz	Wynn	CalVans Board Member		x
Jim	White	CalVans Board Member		x
Ana	Beltran	CalVans Board Member	X	x
Jim	Hernandez	Market Demand		x
Hilda	Rios	CalVans	X	X
Dayana	Castillo	Elkhorn Packing		x
Norma	Sanchez	CalVans Volunteer Driver 434		x
Angel	Rodriguez	Vanpool Rider 434		x
Vincent	Garcia	EDD Vanpool rider 434		x
Christina	Shallenberger	SARC		x

Leo	Corona	Pacifica Personnel		x
Ramon	Gaona	DOL		x
Robert	Poythress	CalVans Board Vice Chair		x
Natalia	Austin	Madera ACTC		x
Luis	Gonzalez	Peri and Sons		x
William	Powell	Transit Capital Support Services	X	x
Jay	Holzhuter	Model 1 Commercial Vehicles	X	x
Derek	Wyman	Model 1 Commercial Vehicles	X	x
Steve	Chung	Model 1 Commercial Vehicles	X	x
David	Scaroni	Fresh Harvest		x
Rosario	Shiyomura	Volunteer Driver		x
Andres	Valencia	CHP -Safe Unit		x
Santiago	Arellano	CHP -Safe Unit		x
Tomas	Hernandez	CalVans		X
Ileana	Arvizu	I.S.A Contracting		x
Mirna	Fraga	I.S.A Contracting		x
Isidro	Reyes	I.S.A Contracting		x
Jensine	Espinoza	I.S.A Contracting		x
Amanda	Ruch	CalVans	X	X
Marcey	Caballero	CalVans	X	X
Justin	Scalzi	WiTricity	X	x
Miguel	Solorio	CalVans	X	X
Paula	Mendoza	Fresno County Vanpool rider 434		x
Nora	Pedraza	DOL		x
Americo	Prado	DOL		x
David	Santos	Office of Senator Anna Caballero		x
Dameane	Douglas	Office of Assemblymember J. Arambula		x
Monica	Sarzi	CalVans	X	X
David	Kahn	CalVans Attorney	X	X

**2. Unscheduled Appearances:** None

**3. Consent Calendar**

3-1. Approval of Board meeting minutes for November 9, 2023 (Attachment 1)

<b>Motion Made By: Nelson</b>			
<b>2<sup>nd</sup> Motion By: White</b>			
<b>Motion (Pass/Fail): Passes</b>			
<b>Commissioner</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Steve McShane	X		
Robert Poythress	X		
James Horn			
Ana Beltran	X		
Paul Llanez	X		
Joseph DeConinck	X		
Miguel Villapudua			
Bob Nelson	X		
Javier Lopez			
Kellie Carillo			

James White	X		
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**4. Staff Report and System Updates**

**4-1. Agency Financials Update and Year-to-Date Budget (Attachment 2)**

Staff submitted agency financials for review for the period ending November 30th, 2023. Accounting staff is available for questions regarding agency standings and the status of our current budget. No questions. No comments.

**4-2. Regional Updates and Fleet Activity**

CalVans running 529 ag vans with an additional 104 general vanpools, which include four (4) 24-hour vans. Transit Coordinators Teresa Rodriguez, Tomas Hernandez, and Gabriela Pacheco provided a brief update on their area of responsibility. Hilda Rios, Transit Assistant III, provided an update for the Imperial/Riverside area on behalf of Transit Coordinator Carmen Mora.

**4-3. Marketing, Outreach, and EV Updates (Attachment 3)**

The delivery of EV's has provided staff with several options regarding charging in areas served. Staff invited several EV experts to provide the various forms of products on the market and available to CalVans. Jason Buckland from Mergefleet, Justin Scalzi from WiTricity, and Robert Blumenfeld from Dannar provided a presentation regarding specs, costs, and experience using these products.

**4-4. JPA Update**

David Kahn for KSC, Hanford, and CalVans legal counsel, provided a brief update regarding the revisions and anticipated changes to the Joint Powers Agreement.

**5. Other Business Information Action items**

**5-1. ACTION: Conduct Annual CalVans 2024 Governing Board Elections for Chair, Vice-Chair & Executive Committee Elections**

Elections were conducted for the 2024 Chair, Vice-Chair, and Executive Committee. Steve McShane and Robert Poythress will continue as Chair and Vice-Chair, respectively, on the CalVans Board of Directors. Additionally, Bob Nelson was added as a Director to the CalVans Executive Committee.

<b>Motion Made By: Beltran</b>			
<b>2<sup>nd</sup> Motion By: White</b>			
<b>Motion (Pass/Fail): Passes</b>			
<b>Commissioner</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Steve McShane	X		
Robert Poythress	X		
James Horn			
Ana Beltran	X		
Paul Llanez	X		
Joseph DeConinck	X		
Miguel Villapudua			
Bob Nelson	X		
Javier Lopez			
Kellie Carillo			
James White	X		

**5-2. ACTION: Approval of 2024 Calendar of Meetings (Attachment 4)**

The 2024 CalVans meeting calendar includes the Board of Directors meeting and the Executive Committee meetings. No questions. No comments. Motion passed.

<b>Motion Made By: Beltran</b>			
<b>2<sup>nd</sup> Motion By: White</b>			
<b>Motion (Pass/Fail): Passes</b>			
<b>Commissioner</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>

Steve McShane	X		
Robert Poythress	X		
James Horn			
Ana Beltran	X		
Paul Llanez	X		
Joseph DeConinck	X		
Miguel Villapudua			
Bob Nelson	X		
Javier Lopez			
Kellie Carillo			
James White	X		

5-3. **ACTION:** Approval of CalVans Personnel Handbook (Attachment 5)

Staff presented the revised 2024 CalVans Personnel Handbook with the revisions provided by KSC and changes for 2024. David Kahn confirmed that the CalVans Personnel Handbook was reviewed by KSC’s Rissa Stuart, and the current CalVans Personnel Handbook now includes the suggested revisions. The final and approved draft will be forwarded to HR administrators at Cooperative Personnel Services (CPS) to format, memorialize, and distribute to all CalVans personnel electronically. Motion passed.

<b>Motion Made By: Beltran</b>			
<b>2<sup>nd</sup> Motion By: Nelson</b>			
<b>Motion (Pass/Fail): Passes</b>			
<b>Commissioner</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Steve McShane	X		
Robert Poythress	X		
James Horn			
Ana Beltran	X		
Paul Llanez	X		
Joseph DeConinck	X		
Miguel Villapudua			
Bob Nelson	X		
Javier Lopez			
Kellie Carillo			
James White	X		

5-4. Informational Items: Executive Director, CalVans Staff or Board Members

**6. NEXT MEETING DATE**

The next CVA Board meeting is scheduled for Thursday, January 8, 2024.

**7. ADJOURN:** TIME: 11:07 AM

Respectfully submitted.

Georgina Landecho, CalVans Executive Director and Board Secretary  
 Monica Sarzi, CalVans Interim Office Manager and Board Clerk