

CALIFORNIA VANPOOL AUTHORITY

Board of Directors

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

Meeting Date: August 9, 2018

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, Chicano Youth Center, 1515 E Divisadero, Fresno CA 93721
- 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
- 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
- Riverside County Transportation Commission, Marriott Wardman Park, 2660 Woodley Rd NW, Washington, DC 20008
- 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, 1644 Oak Street, Solvang CA 93463
- Stanislaus Council of Government, 1010, 10th St., Suite 6200, 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>
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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
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A. Minutes of June 14, 2018

4.	System Update	Information
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- A. Vanpool use by region and county
- B. AHSC FY2016-17 Awards
- C. Workers Comp Injury Trend
- D. Leadership Transition

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| 4. | Agreement with the City of Visalia for airport parking | Action |
| 5. | Agreement with First Solar INC | Action |
| 6. | Agreement with Merced County Association of Governments for vanpool program | Action |
| 7. | Agreement with Kings County | Action |
| 8. | Recommendation for Radio Technician Position | Action |
| 9. | Closed Session to review Settlement agreement
[Government Code Section 54956.9 (d) (2)]
Claimant: Socorro Ramirez | Action |

A report on actions taken during closed session will be made following closed session.

10. Adjournment Next meeting – October 11, 2018

Attachments:

	Item	Page	Description
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- A. 8 Board minutes of 6-14-18
- B. 10 TAC Minutes for 7-26-18
- C. 14 AHSC Scoring summary
- D. 15 City of Visalia Agreement
- E. 39 First Solar Agreement
- F. 51 MCAG Agreement
- D. 69 Kings County Agreement

STAFF REPORT

3. Consent Items

A. Minutes of May 24, 2018

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

4. System Update

A. Vanpool use by region and county

The chart below has been revised to include the vehicles that have been assigned over the past month. We are now up to 431 farm labor vanpools, an increase of 39 vans over last month. The new farm labor vans being funded by a CARB grant are scheduled to start arriving the second week of September. The grant also funds an outreach campaign targeted towards farmworkers living in the San Joaquin Valley. The campaign will get underway in October when we have vans available to assign to new users of the program.

The outreach campaign will cover the 7 Counties in the San Joaquin Valley served by CalVans. These are Fresno, Kern, Kings, Merced, San Joaquin, Stanislaus and Tulare. The goal is to hold 2 or more events in each County in collaboration with local organizations that are presently serving local farmworkers in each area. The events will take place between October and March when a number of farmworkers are not working and therefore able to attend the events. By building awareness during the winter months we should see an increase in use come next spring.

Breakdown by Region

<u>Region</u>	<u>All Vans</u>	<u>General</u>	<u>Agricultural</u>
San Joaquin	365	242	123
Salinas Valley	155	7	148
Ventura/Santa Barbara	124	7	117
Imperial Valley	43	0	43
Other areas	<u>2</u>	<u>0</u>	<u>2</u>
Totals	689	256	433

Planning is underway for the fall when agricultural vans make their transition to the Imperial/Yuma area. Last year slightly more than 140 vans made the move from other regions of the state. This year we are forecasting 198 vans in the region based on request from growers and those that have used our program in the past. Approximately 15 of these worked in Riverside County in the Coachella Valley. Most of these traveled from El Centro each day to work in the region.

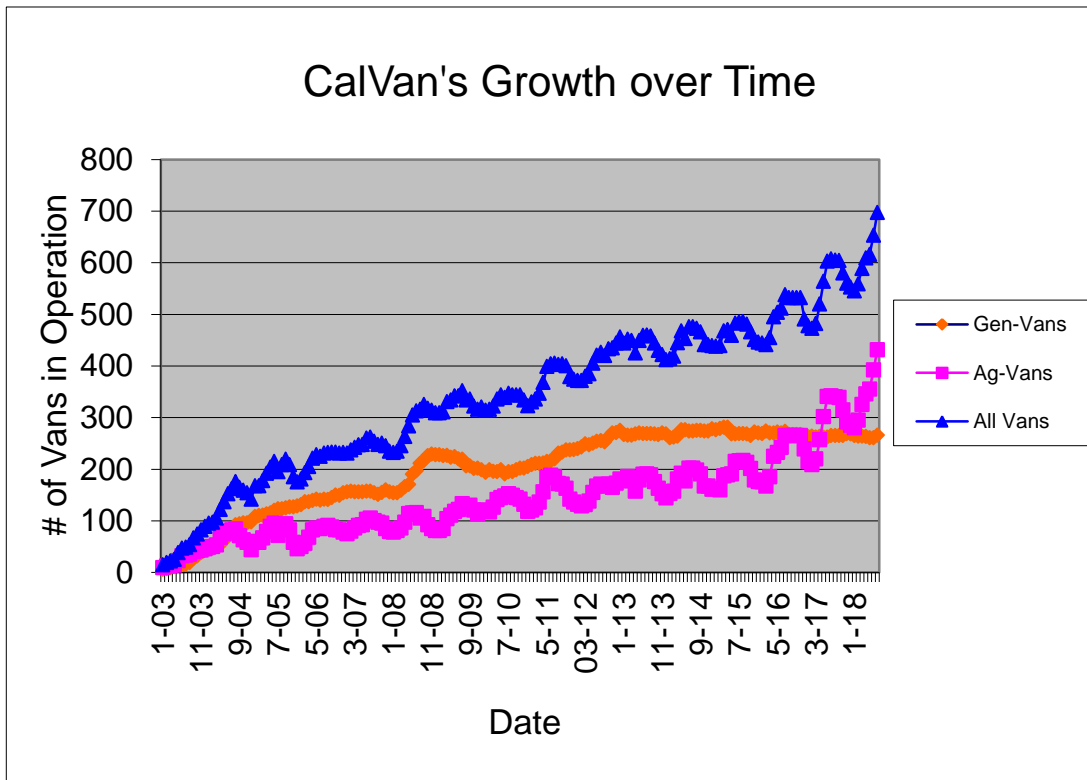
Seven growers have reached out to us and let us know they will operating in Riverside County in both the Blyth and Coachella areas. We also have 6 agricultural vans that recently started in the Hemet area. The growers state that Riverside's inclusion in CalVans has made this possible. The growth from 15 to 47 vans equals a 313% growth over a year ago.

The following shows a breakdown by grower and region:

Blythe Area		
Company	Main Office	# of vans
Safety Harvesting	Imperial	6
Rancho Purisima Farms	Santa Barbara	5
S and S Harvesting	Calexico	6
	Total	17

Coachella Area		
Company	Main Office	# of vans
Monzano's Harvesting	El Centro	3
Sunrise Packing	Heber	10
Valley Pride	Castroville	6
Fresh Harvest	Heber	5
	Total	24

The Agricultural vanpool program has shown a significant growth over the past three years. The 170 vehicles funded by the California Air Resources Board will allow for continued expansion. By this time next year we will have a fleet of over 800 vehicles, of which 550 will be used as agricultural vanpools.



B. AHSC FY2016-17 Awards

Three projects that CalVans was a co-applicant in received passing scores to receive AHSC (Affordable Housing and Sustainable Communities) funds. These included the:

Stonegate Village Affordable Housing and Transportation Project in Patterson
Sequoia Commons Affordable Housing and Transportation Project in Goshen
Mountain View Village in Lamont

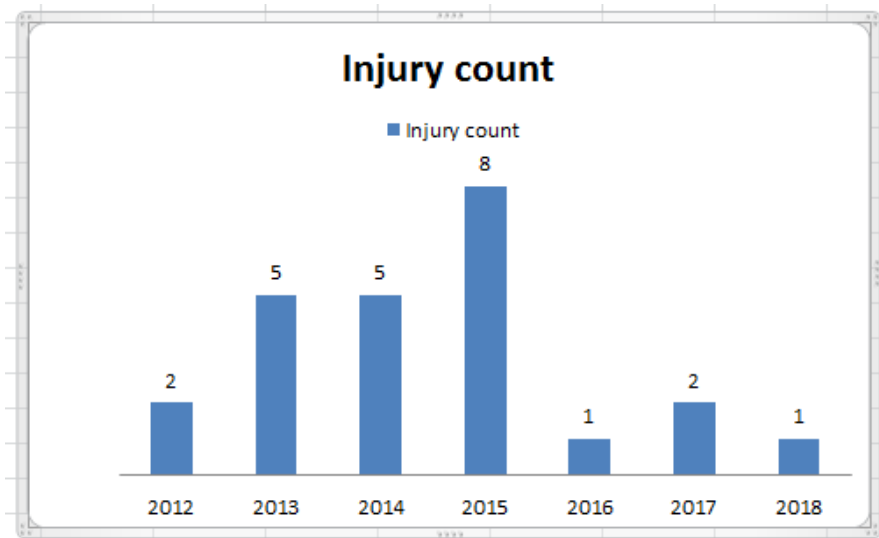
The first two are projects sponsored by Self-Help Enterprises of Visalia and third is a project by the Housing Authority of Kern County. The three projects include the funding of approximately 40 vans to be used in support of those residing in the housing projects. Any vans not needed by residents of the projects can be used by others in the CalVans program. The combined project award for all three projects was \$32,390,063. \$1,600,000 of which will be used to purchase the 40 vans identified in the applications. I have attached an AHSC scoring sheet showing the projects that were funded.

C. Workers Comp Injury Trend

As we have grown, our HR department has utilized more trainings and safety procedures to provide for a safe workplace. This includes utilizing automated trainings/training tracking through Zenith Solution Center for employees central and remote to complete from their computer or phone. Additionally, we have accomplished a needed position reclassification this year, resulting in current and future annual estimated savings of about \$25-\$30,000 on workers' compensation (WC) premiums (our mid-year estimated annual premium is currently \$35,901, down from \$60,615 at the start of the year).

EX MODs are used, in part, to calculate WC premiums. Organizations are rated on their experience for three years post-accident; each accident calculated using time loss, severity, and incurred expense. This year we are operating at an EX MOD of 122% (an industry average would be represented by 100%). As seen below, by the count of injuries in 2015, this percentage at a glance is justifiable.

Looking deeper into injuries from 2012-2015, there is a trend of the same employees being injured. There is documentation of training and retraining by supervisors, as well as written acknowledgement of underperformance in terms of safety (prior to injury) on these employee evaluations. A few of these employees are no longer employed with the agency. To our future advantage, we have low turnover in operations and an experienced field supervisor who continues to hone his ability to handle preventative maintenance through training and post-accident coordination.



D. Leadership Transition

Just to give everyone a heads up, I will be looking at stepping down sometime in the next six months or so. My goal is to find someone that understands our program and is able to work with the various groups and organizations we presently work with. I intend to stay around in a part time capacity to ensure the transition does not disrupt the great service we provide.

It is bitter sweet stepping down; as I love my job and those I work with. But at 69 I still have some good years to travel the country and hike some mountains that are calling my name.

5. Agreement with the City of Visalia for Airport Parking

For a number of years CalVans vehicles were parked at the 2 motels located at the southwest corner of Hwy 198 and Plaza Drive. This location was ideal because it is located west of Visalia near the freeway, making it a great place for riders to meet before getting in their vans and proceeding to work. Due to the large number of vans and cars being parked there, the managers of the motel asked that the vans and cars be removed; threatening to tow any that remained.

Staff approached the City of Visalia asking if the vehicles could be parked at the airport parking lot, located nearby. The City has agreed but needs to charge a fee for the parking due to the fact that the lot was built with federal funds, which has that stipulation. The City has established a charge of \$25 per parking stall being used. There are two parking lots located on the property; CalVans will be using the one to the east.

Staff is recommending that the Director be authorized to sign the attached agreement with City of Visalia.

6. Agreement with First Solar INC

Over the past several years CalVans has had a number of vanpools traveling to solar installation sites around the Valley. First Solar INC. is now encouraging employees to vanpool through the use of vouchers that will cover their cost of commuting in the van.

First Solar INC will be the provider of the vouchers that will be given to the solar workers. They are set to fund 5 vanpools now and more as needed. The agreement will allow for the use of vouchers by the riders and corresponding payments to CalVans by First Solar INC. First Solar has budgeted \$150,000 for the program,

Staff is recommending that the Director be authorized to sign an agreement with First Solar INC.

7. Agreement with Merced County Association of Governments for vanpool program

MCAG (Merced County Association of Governments) has identified \$85,000 in CMAQ (Congestion Mitigation and Air Quality) for the purpose of increasing vanpool usage in Merced for the purpose of reducing single vehicle trips. This will be accomplished by incentivizing residents to form vanpools providing financial incentive in the form of monthly vouchers. This will be similar to what CalVans is doing for the cities of Visalia and Porterville to increase vanpool ridership.

The agreement is similar to the one CalVans has entered into with other agencies. It requires the management of the voucher, as well as the tracking and reporting all vanpool data. This includes the distance traveled, riders and destination. This data will be used by MCAG to show a reduction in the number of single vehicle trips in their county.

Staff is recommending that the Director be authorized to sign an agreement with Merced County Association of Governments.

8. Agreement with Kings County

The CalVans office is located on property owned by Kings County. The agreement with the County has been that rents would not be charged as CalVans paid for the construction of the facility it uses. This agreement expired this summer and rents going forward have not been determined. In lieu of rents, CalVans is proposing that several of the CNG vans that it owns be transferred to the County in exchange for rents that would otherwise be due. The vans are not being used and it is not anticipated that they would not be used in the near future.

The County has a need for the three vans as the ones they have are no longer serviceable. Staff has determined a market value for the vans of \$48,000. The agreement simply off sets this amount against the rents that would otherwise be charged over the next three years. At the end of the three years the vehicles would be transferred to the County.

Staff is recommending that the Director be authorized to sign an agreement with Kings County for the lease of the vehicles.

9. Recommendation for Communication Technician Position

CalVans uses a GPS (Global Positioning System) to keep track of its vehicles, who is driving as well as how far they are traveling. This data is what allows staff to prepare reports showing miles traveled and passenger trips by jurisdiction. This is then used for reporting to the federal government and showing single vehicle trip reduction in member agencies counties.

Each vehicle has a locator, I-button reader and Garmin that allows for communication with our cloud-based system managed by Silent Passenger in New York. Silent Passenger provides the web-based platform that allows communication between all vehicles and our office.

Given the number of vehicles we have, the remote locations they operate and the uniqueness of our devices, it has become difficult to install and maintain the GPS systems we have in the vehicles. In the past we relied on a local communications company to install and provide support our units. As we have expanded farther from our Hanford office it has become more difficult and costly to install new units and repair those that fail in the field. Cooks Communications in Fresno is fine working on units in the immediate area but has no desire to travel outside the area to provide support. They also point out the cost would be prohibitive if they did.

The position being created would be responsible for installing and servicing of the GPS systems going forward. The position will have immediate benefits as the cost to install new units would drop, as well as the cost to service remote units. We are fast approaching 1,000 vehicles and need someone who can install and do repairs in the field as opposed to bring vehicles to Fresno for repair. When not working on the GPS system the individual would assist other transit aides as needed. The rate of pay for the new position would be 10% above that of current Transit Aid range.

Staff is recommending that the Communication Technician Position be created and will present the job specifications at the next meeting.