**Board of Directors Meeting Agenda  
April 23, 9:15 am**

**Teleconference/Zoom meeting information will be forwarded shortly**

As part of our COVID-19 response the Board will meet via teleconference until further notice

**Meeting call to order, Introductions** **9:00 am**

1. Public Comment INFORMATION
2. March 2020 Board Meeting Minutes p-2  **ACTION**
3. NCTD Meeting update p-6
4. COVID-19 Response and discussions

* Staff, attendance, safety
* Demand
* Vendors
* New Services Updates – CEI agreement with 211, coordinated meal deliveries
* Special Weekly CAM Meeting

1. 2020 Retreat Planning & p-8 POSSIBLE ACTION

2020 Annual Meeting Planning

1. Triennial TDA Audit Follow up – Update on discussion w/ SANDAG p-9 INFORMATION
2. Financial Updates and Summary January 2019 p-12 INFORMATION
3. FACT Services Updates p-14 INFORMATION
4. Executive Director’s Report p-18 INFORMATION

* Leased vehicles update
* ED Review – deferred until May Board meeting

1. Board Member Updates/Proposed Agenda Items INFORMATION

# FACT’s Mission- *Assist San Diego County residents with barriers to mobility to achieve independence through coordination of transportation services*

.

**ADJOURNMENT**

**FACT Board of Directors Meeting Minutes**

March 26, 2020

Teleconference 9:15 am

|  |  |
| --- | --- |
| Board Members Attending | Hon. George Gastil, Susan Hafner, Hon. Phil Monroe, Hon. Kellie Shay Hinze, Gideon Marcus, Hon. Bob Campbell, Hon. Jewel Edson, Hon. John Aguilera, Hon. Dave Roberts, LaVonna Connelly |
| Board Members Absent | None |
| TAC Members Attending | None |
| Staff Attending | Arun Prem, Meagan Schmidt, Budd Anderson, Julius Burgos, Cynthia Pedersen |
| Public/Guests | Brian Lane, SANDAG; Jules Taggart, Wayward Kind |
| Public Comments | There were no public comments. |
| February Board Meeting Minutes | Chair Hon. George Gastil called the meeting to order at 9:15 am**. Motion to approve the February 27, 2020 Board Meeting Minutes was made by Hon. Bob Campbell. Second by Hon. Dave Roberts. The motion passed unanimously.** |
| COVID-19 Impacts, Response | Arun Prem gave updates with regards to staff working remotely following statewide public health safety orders. He informed the Board that transportation providers are taking necessary precautions by sanitizing their vehicles, using gloves and masks, but that supplies for these items remains very scarce. Ridership numbers reflect the low demand for rides in all public transportation agencies.  Arun said that FACT’s Community outreach program, in response to COVID-19, informed County Supervisors, NCTD, MTS and 211 that FACT is offering free transportation to San Diego seniors, persons with disabilities, students, veterans and others who qualify, for any essential need through April 15, 2020. Budd Anderson played an audio segment of County Supervisor Cox’s media briefing of March 22, 2020 in which FACT was discussed at length in his address. Additionally, Mayor Blakespear announced FACT’s essential needs free services in the Encinitas’ City newsletter.  Arun informed the Board that FACT and SANDAG host recurring weekly conference calls with CAM members regarding agencies response updates and changes in regulations during this crisis.  Hon. Bob Campbell expressed concern for drivers transporting potentially infected individuals in their vehicles. Hon. Kellie Hinze thanked Arun for offering FACT’s services in the City of Encinitas.  Meagan gave an update with regards to FACT’s transporting homeless individuals to/from shelters and hotels under County OES direction. She said up to 1,500 individuals may need rides. |
| 2020 Retreat Planning, and 2020 Annual Meeting Planning | Arun reiterated that the FACT Annual Retreat will be on Thursday, May 28, 2020. Location is still undetermined at this time. He mentioned that Mayor Blakespear has accepted the invitation to be keynote speaker at the 2020 Annual Meeting, and that Mayor Richard Bailey will give welcoming remarks.    Hon. Phil Monroe and Susan Hafner proposed reassessing the topics to be addressed at the Board Retreat in light of the COVID-19 crisis. Arun agreed that the focus of the Retreat’s Agenda could be reassessed taking into consideration numerous factors that are now more prominent. George said that certain items should remain on the planned Agenda since they deal with the big-picture, and Hon. John Aguilera agreed that the Retreat is the time to address the topics that are not usually brought up at Board meetings. |
| SANDAG Triennial TDA Audit of FACT, FY 2016-18, Follow-up | Brian Lane gave updates with regards to SANDAG funding, and the distribution of those funds every two years. Brian said that the tentative proposal to repond to the TDA audit recommendation re. FACT is based on a total projection of $7,800,000 for the Senior Mini Grant and 5310 funds for two years for both programs. SANDAG proposed funding FACT with approx. 25% of the funds off the top for Mobility Management projetcs. FACT would still be eligible to competitively apply for funds for RideFACT services. According to SANDAG’s legal review FACT’s competitive selction as CTSA met the requirement for competitive award of the grant funds. SANDAG may expand the data reporting requrements and standards specified in the recent update of the CTSA Agreement. FACT’s performance measures will be reported to the SANDAG Board. Currently FACT is meeting all the requirement criteria for senior mobility with no problem.    Arun expressed appreciation for Brian Lane, Coleen Clementson and Hasan Ikhrata for their support for following up with the audit recommendations. He thanked FACT Board Chair George Gastil, Board member Kellie Hinze and Board Audit Committee members Susan Hafner, John Aguilera and Phil Monroe, and Mayor Catherine Blakespear, for their help in advocating for FACT for additional SANDAG funds. |
| 2020-21 Community Enhancement Program (CE) Grant Application | No updates at this time. |
| FACT Services Update | Meagan gave a summary of services noting that January was a very positive month. The number of calls increased by almost 900, with the number of unanswered calls decreasing.    Monthly Call Volume  Total monthly calls for FACT:   * December Answered 4,137 Unanswered 512 * January Answered 4,962 Unanswered 144 * February Answered 4,666 Unanswered 60   Meagan noted the Monthly RideFACT & Total One Way Trips set a record with 962 trips from the City of Escondido alone; trips totaled 4,529. The CTSA Referrals totaled 132.  Total of one-way trips completed through January 2020 – **204,413**  Bob complimented staff with cutting down on unanswered calls and suggested a message that says “We are sorry if your call was unanswered we will get back within 30 minutes.” Phil added that the decrease in unanswered calls is a great improvement and asked if CARS has a call back message. Meagan said she would check with the phone message system on both topics. |
| FACT Website Development | Jules Taggart of Wayward Kind gave updates with regards to the new website development and timeline. She recommended organizing the pages differently and asked for feedback from the Board with their ideas.  Phil suggested the placement of Find-a-Ride near the top of the first page of the website. Jules said that Find-a-Ride will be a header at the top of each page. George asked where the phone number will be located. Jules said the phone number will be visible and clickable for every device. Phil wanted to know how many people actually use Gift-a-Ride. Jules said it could be moved to a less prominent place. Bob asked if there will be a place on the website to leave rider feedback.  LaVonna Connelly liked the direction the website was taking. She added that perhaps the website should stress that rides are not guaranteed.  Phil and Arun both suggested using filters in the search tool Find-a-Ride to help riders use the website successfully. George stressed the importance of website users understanding who the service is actually for, the target audience. |
| Executive Director’s Report | Arun said that Matt Tucker (NCTD) has requested a meeting on March 31, for FACT Board members’ feedback to discuss FACT’s potential involvement in their new same day service, and also FACT’s Drug and Alcohol Program. George, John, Jewel and Bob are invited.  Arun shared that he hired a consultant, Leila Procopio-Makuh, formerly of L.A. Metro now working with FDA, and is an expert in drug and alcohol compliance regulations. He added that she reviewed and updated FACT’s D and A documents and given her qualifications, NCTD has been given the best compliance information possible.  Arun said that the hiring for a new Mobility Coordinator position has been put on hold for the time being. Susan said she would take the lead with regards to Arun’s Executive Director review scheduled for sometime in April. |
| Board Member Updates/Proposed Agenda Items | LaVonna said that she continues to work with senior residents at her facility during this challenging time. Bob and Susan thanked Arun and staff for becoming a virtual operation by working remotely and being helpful to the client base. Jewel stated that Solana Beach beaches are now closed. Gideon said he is available to assist anyone who is in need. Kellie said her City’s staff is working hard to stress the seriousness of the crisis and that Encinitas beaches are also closed. She thanked Arun and staff for the rides for seniors in her City. |
| Closed Session | There was no closed session. |
| Adjournment | Meeting adjourned at approximately 11:20 am |

**ITEM # 3**

**TO: BOARD OF DIRECTORS**

**FROM: ARUN PREM, EXECUTIVE DIRECTOR**

**RE: March 31st NCTD Meeting Update – Drug and Alcohol program review**

**ISSUE**

Update regarding the meeting with NCTD to review FACT’s proposed Drug and Alcohol program.

**BACKGROUND**

NCTD’s Executive Director, Mr. Matthew Tucker requested a meeting on March 31, 2020, with FACT Board members and staff to review the requirements for NCTD’s Drug and Alcohol (D&A) program, and expectations for FACT in the event of any future collaboration to provide services for NCTD. Ms. Karen Tucholski, Mr. Damon Blythe and Mr. Robert Gebo joined the meeting as NCTD representatives. FACT Board members Hon. George Gastil, Hon. John Aguileara, Hon. Bob Campbell, Hon. Jewel Edson, FACT staff Meagan Schmidt, Arun Prem, and FACT’s consultant Leila Procopio-Makuh attended the meeting.

Prior to the meeting FACT workred with consultant, Leila Procopio-Makuh, a nationally recognized expert in UDSOT Drug and Alcohol program compliance. Leila reviewed FACT’s D&A Policy and made minor updates to ensure it was up to date and compliant in every respect. She also reviewed FACT’s compliance plan which would ensure when any business was conducted eith NCTD, that it was managed timely and as per the specifications in the Policy. Leila also provided FACT a checklist of events and compliance timelines that would ensure the activities that FACT would commit to would occur on a proactive schedule in order to report information timely to FTA and NCTD.

Arun and Leila reviewed in detail FACT’s Policy, Oversight plan and checklist and anwered questions from NCTD. NCTD agreed that the documents submitted by FACT complied with the requirements for the D&A Program compliance. Towards the close of the meeting Matt asked FACT for further documentation that would demonstrate FACT’s readiness to comply with all the contractual compliance requirements. He explained that NCTD was considering implementing some services with FACT as a partner and the compliance with contract requirements was very important to NCTD. He planned to follow up with another meeting with the FACT Board members and staff during the next few weeks.

Arun agreed with the need to have compliant services. He mentioned that during the time FACT was providing servicecs as a subcontractor, the services were in compliance and were high quality; since there was no current commitment from NCTD regarding the proposed services, FACT was not in a position to fully respond to NCTD’s concerns until a scope of services was agreen upon and an MOU or agreement was signed between the two agencies that would allow FACT to follow up with hiring and other investments that would be needed for compliance.

On April 1, 2020 Arun forwarded FACT’s SUBCONTRACTOR OVERSIGHT PLAN which responds to NCTD’s concern about overall contract compliance to Matt and NCTD staff for review and requested feedback. During a follow up meeting between FACT’s Board members and staff, the discussion with NCTD was reviewd in detail and the consensus was to request NCTD for a specific scope of services in the form of an MOU in order to assess the compliance requirememnts and impacts on FACT.

**RECOMMENDATION: NONE**

**ITEM # 5**

**TO: BOARD OF DIRECTORS**

**FROM: ARUN PREM, EXECUTIVE DIRECTOR**

**RE: PLANNING 2020 RETREAT & ANNUAL MEETING**

**ISSUE**

Review feedback regarding the 2020 Board of Directors Retreat and Annual Meeting.

**BACKGROUND**

*2020 Board Retreat*

FACT’s annual **Board Retreat is tentatively planned for June 25.**

*2020 Annual Meeting*

*Tuesday, December 15, 2020*

**RECOMMENDATION**

**Staff requests Board members for additional input regarding the Board Retreat & Annual Meeting.**

**ITEM # 6**

**TO: BOARD OF DIRECTORS**

**FROM: ARUN PREM, EXECUTIVE DIRECTOR**

**RE: TRIENNIAL TDA AUDIT FOLLOW-UP**

**ISSUE:** Update on Status received during March 2020 Board meeting:

Brian Lane gave updates with regards to SANDAG funding, and the distribution of those funds every two years. Brian said that the tentative proposal to repond to the TDA audit recommendation re. FACT is based on a total projection of $7,800,000 for the Senior Mini Grant and 5310 funds for two years for both programs. SANDAG proposed funding FACT with approx. 25% of the funds off the top for Mobility Management projetcs. FACT would still be eligible to competitively apply for funds for RideFACT services. According to SANDAG’s legal review FACT’s competitive selection as CTSA met the requirement for competitive award of the grant funds. SANDAG may expand the data reporting requrements and standards specified in the recent update of the CTSA Agreement. FACT’s performance measures will be reported to the SANDAG Board.

**BACKGROUND**

The State mandated Transportation Development Act 1971 (TDA) FY 2016-18 Triennial Performance Audit of SANDAG was completed in June 2019 by Kimley Horn. FACT receives TDA funds due to its CTSA designation.

During September 2019 the Board appointed a sub-committee in order to follow up on the audit recommendations – Board members Susan Hafner, John Aguilera and George Gastil. Brian Lane volunteered to work with the Committee and recommended we invite Coleen Clementson to participate. Staff and several Board members continued to reach out to local elected officials and create awareness about FACT services, as discussed during the September Board meeting. Staff will work with the committee to continue outreach efforts and identify other actions towards meeting this audit recommendation.

During October Phil Monroe and Arun met with Hon Bill Sandke (Coronado City Council) in order to review FACT’s services and the response to the Audit.

In November, Kellie Shay Hinze and Arun met with Mayor Blakespear (Encinitas) and reviewed FACT’s operations and the brokerage as well as the Triennial Audit. Mayor Blakespear recommended a follow up meeting with SANDAG to review the finding and offered to assist with the scheduling. In early November Arun met with committee members and reviewed the following information as basis for follow up with SANDAG:

* FACT is proactively engaged in several efforts to generate additional revenues, including grant requests and contracted agency services.
* FACT has a history of successful SANDAG Call for Project (TransNet and 5310) applications, which merits a review of the funding process to make it sustainable for FACT.
* A regional coordination agreement where FACT supports transit agencies as a subcontracted ADA paratransit services provider will enhance FACT’s revenues without requiring any change to current regional funding apportionments. FACTs services are cost effective and recognized for quality, and would enhance overall paratransit services delivered in the County.

The CPUC section 99246 requires that regional transportation planning agencies (SANDAG) responsible for administering state TDA funds contract for an independent triennial performance audit.

The recipients of TDA funds in San Diego County include MTS, NCTD, SANDAG and FACT (due to CTSA designation).

The scope of the audit included:

* TDA administration and management
* Claimant relationships and oversight
* Transportation planning and regional coordination
* Marketing and transportation alternatives
* Grant applications and management

The Audit found SANDAG compliant with TDA requirements. The report also recommended that SANDAG fully comply with the prior Triennial Audit finding:

EXECUTIVE SUMMARY - “Prior Recommendation 1: As a carryover from the prior SANDAG performance audit for full implementation, SANDAG and FACT should continue working together to review and update scope of FACT’s contractual responsibilities and to identify and pursue additional funding sources to support its activities as the CTSA.”

* Compliance Finding – Partially complete
* Actions and results: SANDAG and FACT are completing an updated scope of FACT’s contractual responsibilities and are planning to have a new contract executed within one year of the beginning of FY19. The action to identify and pursue additional funding sources to support CTSA activities is on-going by both agencies and remains to be fully implemented.

Also in the Executive Summary, the report notes that “The current revenue claimed and received by FACT using SANDAG allocation formulas for TDA Article 4.5 is about $140,000 annually….One possibility could be increasing the percentage that the CTSA receives of the Article 4.5 funds which is currently 2% of the 5% apportionment for community transit services ($140,000 out of close to $7 million). Another could be working with FACT to spend down of its existing TDA balance shown in the FACT annual financial statements. This balance is $237,000 which could be used for core CTSA functions and/or additional responsibilities. The strategies and recommendations contained in the 2018 Coordinated Plan provide opportunities for CTSA expansion in its role to effectively coordinate and centralize social service transportation functions. Further coordination for social service transportation among SANDAG, FACT, MTS, and NCTD, and lead by SANDAG, could potentially open funding opportunities and less inter-agency competition for TDA and other fund programs.

Under discussion on Prior Audit Recommendations, the report said. Additionally, SANDAG will continue to work closely with FACT to help identify additional funding sources to support FACT’s CTSA-related activities. This has included review of TransNet funds. As funding identification and implementation are continuing, this aspect of the prior recommendation is carried forward for full implementation.”

SECTION V: CONSOLIDATED TRANSPORTAITON SERVICES AGENCY

Challenges – The primary challenge facing FACT is long-term, sustainable funding solutions…Due to the short-term and sporadic nature of these grants, FACT is not in a position to plan for long-range programs or contracts beyond the next few years.

(FACT’s) COMPLIANCE WITH TDA

Two TDA compliance areas reviewed as part of the performance audit apply to FACT in its role as the CTSA. One is ensuring that the TDA claims submitted by FACT are in compliance with SANDAG’s rules and regulations (PUC Section 99275.5). The second is ensuring that the CTSA is represented on the SANDAG Social Service Transportation Advisory Council (PUC Section 99238). FACT, in coordination with SANDAG, is in compliance with both measures. Two staff members from FACT including the operations manager serve on the SSTAC in compliance with the TDA membership requirements. The FACT operations manager serves as the Chair of the SSTAC which has improved its focus on programs and SANDAG priorities in the agenda.

FOLLOW-UP

The audit has provided some recommendations regarding the actions SANDAG and FACT could pursue in order to fully comply with the prior audit recommendation. TransNet and TDA 4.5 funds were mentioned as potential sources of funds where the current formula allocations could be amended to create sustainable funding for FACT. FACT and SANDAG need to review these funding sources as well as any others that may be available today and/or in the near future, in order to comply with the recommendation.

[SANDAG Triennial Performance Audit FY2016-FY2018](https://www.sandag.org/uploads/publicationid/publicationid_4603_25957.pdf)

**RECOMMENDATION**

**None**

**ITEM # 7**

**TO:              BOARD OF DIRECTORS**

**FROM:          ARUN PREM, EXECUTIVE DIRECTOR & JULIUS BURGOS, ACCOUNTANT**

**RE:             MONTHLY FINANCIAL SUMMARIES – FEBRUARY 2020**

**ISSUE:**

February 2020 financial updates are included with this agenda.

**BACKGROUND**

February 2020 Financial Report

* -  Compared to last year $291,134.90 is in the bank, 32% less than the previous year.
* -  FACT is invoiced through February 2020 and has 9% less outstanding than previous year.
* -  Accounts Payables were 15% lower than previous year.
* -  Total Assets were 24% less than the previous year.

The balance sheet through February 2020 remains consistent and is stable between both years. Timely invoicing, receivables, and better cash flow management overall continues.

Accounts Receivable Status

- $240,156.51 is outstanding by (10) customers. Of the o/s amount, $229,541.27 is 60 days or less, zero is less than 90, and $10,615.24 is over 90 days due by (4) customers.

Profit & Loss Budget vs. Actual Report – February 2020

* -  Income thru February 2020 was 23.56% under budget due to a few factors:
  1. RideFACT’s 5310 un-awarded match is extended to finish the SMG Grant
  2. Higher percentages were allocated to Caltrans
  3. Overall Expenses were 3.15% under budget due to other expenses being deferred.
* -  Wayward Kind and Annual Reporting were made
* -  Escondido and Scripps Contracted service rides continues
* -  Additional Computer Support needed for new office
* -  Legal Expenses increased for new office, AB5, Scripps, and CARS activity
* -  Telecommunications increased for after hour transportation
* -  Training & Staff Development was high for the final Call Center Analysis by Judi Bonilla
* -  Additional filing fees for a new FACT Escondido business license
* -  An increase in QB Payroll processing rates

Net Income through February 2020 has a negative balance of $118,670.00, due to RideFACT’s 5310 grant match being compensated until February 2020 through contracted services and reserves. The two SMG grants and one 5310 grant match also finished in September and November and the new Cycle 10 with SANDAG just started.

FACT was able to apply a $25,000.00 grant towards RideFACT’s 5310 grant match last September. The funds came from the Community Enhancement County Grant and reduced money being taken from the Reserves. One half of a new County grant in the amount of $15,000.00 will be used towards the new contract with Scripps. The other half will be determined in the upcoming months.

Condensed Grant Balances Remaining

* -  Total funding available for all grants through February 2020 is $1,155,934.69.
* -  CTSA Funds have been allocated through February 2020 totaling $99,600.00.
* -  CTSA’s temporarily restricted net assets through February 2020 is $236,577.00.
* -  Unrestricted Net assets through February 2020 totaled $284,082.32.
* -  Total Equity as of February 29, 2020 is $401,989.32.

**RECOMMENDATION – NONE**

**ITEM #8**

**TO: BOARD OF DIRECTORS**

**FROM: Arun Prem, Executive Director and Meagan Schmidt, Director of Operations**

**RE: FACT Services update – FEBRUARY 2020**

**ISSUE:**

This item presents a monthly RideFACT and agency services update.

**BACKGROUND:**

|  |  |
| --- | --- |
|  | **February** |
| **SERVICE** | **ONE-WAY TRIPS** |
| **Scripps** | **42** |
| **Escondido** | **854** |
| **County HHSA TB** | **37** |
| **St. Paul’s Group** | **64** |
| **San Marcos** | **132** |
| **Oceanside** | **343** |
| **Parkinson’s Assoc.** | **9** |
| **Elderhelp** | **0** |
| **Tri-City** | **86** |
| **MV** | **0** |
| **RideFACT** | **2,608** |
| **TOTAL** | **4,175** |

**COVID-19 Response/Special Services**

FACT/County Health & Human Services Agency Shelter Trips – The Chief Department of Purchasing & Contracting with County Health & Human Services contacted FACT staff regarding assistance with providing homeless shelter transport during the COVID-19 pandemic. FACT was able to begin on demand trips the week of March 16th to transport homeless individuals (symptomatic and asymptomatic) to and from shelters/hotels and other sites as requested by County staff. The trips are ongoing. County staff has recently asked FACT for interest and availability to provide positive COVID-19 homeless transport. FACT staff is working with the County and vendors regarding training and proper Personal Protective Equipment to respond to this request.

FACT/County Aging & Independence/2-1-1 Meal Delivery Trips – FACT staff reached out to 2-1-1 in early April to offer transportation assistance to social service agencies who may have need of utilizing FACT’s brokerage to provide meal pickup and delivery. FACT staff worked with 2-1-1 and County Aging and Independence staff to assess the need for meal delivery and gaps in the current services provided throughout San Diego County. Within one week FACT was able to train and gain access to the Community Information Exchange (CIE) platform to receive direct referrals for meal delivery. FACT’s vendors currently pick up meals Monday – Friday mornings and deliver to various residences throughout the County. FACT has offered similar assistance to cities and other agencies through CAM and outreach to San Diego County Supervisors.

**Scripps Health**

FACT’s service agreement with Scripps Health began January 15, 2020; 74 trips were provided through the end of February. FACT brokerage vendors are transporting discharged patients to pharmacies, their residences and/or to hospitals outside of San Diego County. Trips are delivered on demand and include curb-to-curb, door-to-door, and door-through-door services.

**City of Escondido**

FACT provides transportation to/from the City of Escondido’s senior lunch nutrition program Monday-Friday. Service began November 1, 2019. Initial contract term is November – June 2020. FACT provided 3,678 trips between November and February 2020.

**County HHSA**

This service provides trips for the County to non-contagious Tuberculosis patients from their residences to clinics for treatment. Trips may be scheduled in advance or requested up to 2 hours before the time of trip service. This contract is in year 2 with an option to extend up to 2 more 1 year terms. 376 trips have been performed under this contract between late November 2018 through February 2020.

**St. Paul’s Group Trips**

FACT provides group trips from a PACE site 2 days a week for senior participants with a brokerage vendor who has larger vehicles. Trips for this service began in February 2019, 951 passenger trips were completed through February 2020.

**The Parkinson’s Association of San Diego**

The Parkinson’s Association of San Diego (PASD) contracts with FACT to provide transportation for neurological medical appointments, support groups and Parkinson’s Association related events for their clients. This contract has a term through April 12, 2020. Between June 2018 – February 2020, 166 trips have been provided.

**City of San Marcos**

*Catch a Ride!* provides transportation for eligible seniors 60+ within San Marcos city limits as well as for medical purposes outside of the city within a 20 mile radius.

FACT has provided 2,456 trips between February 2018 – February 2020. There are approximately 150 registered riders.

**MV NCTD LIFT Service**

No trips were performed.

**Tri-City Contract**

FACT began transportation services for Tri-City Medical Center in December 2016. Discharged patients are provided with rides from all hospital departments to their residence.

FACT has provided 3,703 trips for Tri-City patients between December 2016 – February 2020.

**City of Oceanside Senior Van Service**

Contracted service for Oceanside began in September 2013. FACT has invoiced City of Oceanside for 31,544 trips from September 2013 – February 2020.

Approximately 2,700 clients are registered to use this service.

The current contract is through June 2020. FACT staff will be meeting with Oceanside staff regarding contract extension in the near future.

**RideFACT & Contracted Service statistics ytd for fiscal year July 2012 – February 2020**



**RECOMMENDATION:**

**Staff seeks input from Board members regarding information presented in this item.**

**ITEM #9**

**TO: BOARD OF DIRECTORS**

**FROM: Arun Prem, Executive Director**

**RE: Executive Director’s Report**

**Meetings and Events – March**

3/26/2020 Meeting – Transit Manager Peer Roundtable - COVID-19 – Arun

3/26/2020 Meeting – CALACT Legislative Committee – Arun

~~3/27/2020 Meeting – SANDAG 5 Big Moves – Arun, Meagan~~

3/31/2020 Meeting - NCTD - ADA Drug & Alcohol Program – Matt Tucker, K. Tucholski, D. Blythe, R. Gebo, George Gastil, John Aguilera, Jewel Edson, Bob Campbell, Arun, Meagan

3/31/2020 Meeting – CAM – Special COVID-19 Response & Planning – Meagan, Budd

**Meeting and Events – April**

4/1/2020 Meeting - D & A Compliance Follow-up – Arun

4/6/2020 Webinar - Arent Fox Business Loan Task Force for the American Public Transportation

Association – Arun

4/7/2020 Meeting – CAM – Special COVID-19 Response & Planning – Arun, Meagan, Budd

4/13/2020 Meeting – Meeting – Wayward Kind Website Plugin Review – Arun, Meagan

4/14/2020 Meeting – CAM – Special COVID-19 Response & Planning – Arun, Meagan, Budd

4/21/2020 Meeting – CAM – Special COVID-19 Response & Planning – Arun, Meagan, Budd

4/21/2020 Meeting – NC Community Leadership Team – Arun

4/28/2020 Meeting – CAM – Special COVID-19 Response & Planning – Arun, Meagan, Budd

**Upcoming Meetings and Events**

5/7/2020 FACT/SANDAG Quarterly Update

5/23/2020 FACT Board meeting