



Board of Directors Meeting Agenda

July 28, 2022, 9:00am

Join Zoom Meeting

<https://us02web.zoom.us/j/84536098839>

Meeting call to order, Introductions

9:00 am

			INFORMATION
1.	Public Comment		
	<u>CONSENT ITEMS</u>		
2.	June 2022 Board Meeting Minutes	p-2	ACTION
3.	FACT Services Updates through May 2022	p-6	INFORMATION
4.	May 2022 Financial Summary and Reports	p-9	INFORMATION
5.	Review of Meeting protocols – Quorum and Closed Session	p-11	INFORMATION
6.	DRAFT Business Plan Update 2023-2028	p-13	ACTION
7.	C.A.R.S. Call Center back-up support services – briefing		INFORMATION
8.	SANDAG – Ongoing Discussions and Recent Updates	p-15	INFORMATION
9.	Meetings Planning <ul style="list-style-type: none"> • Norine Sigafoose Partner of the Year Award Nomination 		INFORMATION
10.	New opportunities – Grants and Services: <ul style="list-style-type: none"> • SANDAG Access for All RFP 	p-17	ACTION
11.	Conversation with Guest Speaker: Hon. Vivian Moreno, City of San Diego, Dist. 8		INFORMATION
12.	Executive Director’s Report <ul style="list-style-type: none"> • MV proposal; County OES RFP; Flex Fleet Services subcontract 	p-18	INFORMATION
13.	CLOSED SESSION <ul style="list-style-type: none"> ○ Update on ongoing litigation <p>END CLOSED SESSION</p>		INFORMATION
14.	Board member updates		INFORMATION

ADJOURNMENT

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

FACT Board of Directors Meeting Minutes

June 23, 2022, 9:00 AM

Zoom Meeting

Board Members Attending	Hon. George Gastil, LaVonna Connelly, Hon. Phil Monroe, Hon. Jewel Edson, Susan Hafner, Hon. Kellie Shay Hinze, Hon. Corinna Contreras
Board Members Absent	Hon. Dave Roberts, Hon. Bob Campbell
Staff Attending	Arun Prem, Meagan Schmidt, Budd Anderson, Julius Burgos, Ali Poorman, Cynthia Pedersen
Public/Guests	Brian Lane, SANDAG
Public Comments	Arun presented a letter from FTA Deputy Administrator, Veronica Vanterpool sent to FACT after an in-person meeting at SANDAG on June 7, 2022.
CONSENT ITEMS: May Board Meeting Minutes/ April FACT Services Updates	<p>Former Board member Hon. John Aguilera attended briefly to thank everyone for the work and commitments made to all San Diego County communities. Hon. George Gastil thanked John for his work and insightfulness as Vice Chair. Hon. Phil Monroe said he and Susan Hafner worked on a number of Finance Committee meetings with John and that he will miss him and his expertise greatly. John thanked everybody for their service and said the community needs FACT.</p> <p>Meagan Schmidt said FACT is quickly approaching the 300,000 trip mark, likely within the next couple of months. Contracted services and RideFACT trips totaled 3,970 during the month of April. The City of Escondido’s contracted service one-way trips totaled 754, while RideFACT trips reached 2,848. Three contracts were renewed:</p> <ol style="list-style-type: none"> 1) City of Escondido 2) City of San Marcos, and its recently added lunch transportation program 3) 211 Cool Zones program offering relief from extreme hot weather days. Riders call 211, and trips are arranged by referrals through the Community Information Exchange (CIE), which go directly to FACT. <p>Arun said ridership has increased to almost pre-COVID numbers. He said having more vendors would give more options to help bring down the cost of rides which have steadily increased particularly in the last two months.</p> <p>Meagan gave an update regarding the TAP contactless payment pilot program. Three FACT vendors are participating and utilizing VISA sponsored (devices) phones. Riders can use a credit card with the tap feature to pay for rides instead of using cash.</p> <p>Phil said that with the 300,000th rider coming up, FACT should select the vendor to celebrate that event and get the media involved.</p> <p>Susan Hafner was appointed Board Vice Chair, replacing Hon. John Aguilera.</p>

	<p>Motion to approve the May 2022 Consent Agenda Items was made by Hon. Jewel Edson. LaVonna Connelly seconded the motion. The motion passed unanimously.</p>
<p>FY 2022-23 Finance Committee Report</p>	<p>Arun thanked the Finance Committee, Board Treasurer Phil Monroe and Board member Susan Hafner, for their assistance with a detailed Draft Budget review, feedback and recommendations. He said the Finance Committee met with Julius Burgos and himself on June 20 to review the Draft Proposal. Actual expenses through March were reviewed, estimated expenses though the last three months of the fiscal year were added, and expenses were projected for the year 2022-2023, starting on July 1st.</p> <p>Phil said the Draft Budget was a great piece of work done by Julius and FACT is fortunate to have him. He said Julius’s clean audits for the last six or seven years are a tribute to Julius, and Budd, Meagan and Arun are instrumental in funding FACT.</p> <p>This budget provides a new line item of Board Meeting Compensation of \$15,000. Board members may Opt-In or Opt-Out of the reimbursements.</p> <p>Susan said the recently awarded grant money from the FTA will change FACT’s work program and has been integrated into this upcoming budget. The grant has not been officially executed. Susan said any surplus of income to FACT will be put towards the increasing cost of rider trips. She said the review was a great presentation with lots of details.</p> <p>Julius Burgos said the budget was a team effort and was pleased with the outcome. Some highlights include:</p> <ul style="list-style-type: none"> • Spending projected at -3.23% (under budget) for FY 2022 • FTA ICAM Grant included in FY 2023 Budget \$240,000.00 • Board member meeting compensation included • Contracted Service revenues stagnant • Costs of services are up sharply • Travel and mileage expenses increased • Employee recognition line item was increased • Salaries and wages line increased to reflect inflation, overtime expenses, merit increases <p>Julius said the total FY 2023 Budget is \$2,514,675, an increase of 22.8%, it’s balanced, and \$220,875 will go towards reserves. RideFACT services will remain constrained at \$400,000, and the Mobility Management revenues are higher due to an increase in CalTrans funds.</p> <p>Julius reviewed some of the FY 2023 Budget expenses:</p> <ul style="list-style-type: none"> • RideFACT expenses \$400,00 • Salaries and wages 15% higher at \$750,000

	<ul style="list-style-type: none"> • Office lease \$60,000 • Insurance \$65,000 • Legal \$30,000 • Travel \$20,000 <p>RECOMMENDATION: Staff recommends Board members review and approve the DRAFT FY 2022-23 Budget proposal as recommended by the Finance Committee. Hon. Phil Monroe moved to approve. Susan Hafner seconded the motion. The motion was approved unanimously.</p> <p>George, Arun, and LaVonna thanked everyone that worked on the budget.</p>
<p>SANDAG - Ongoing Discussions, Recent Actions by TC, ITOC</p>	<p>Arun gave an update regarding a discussion with George and Jewel regarding FACT’s funding and the set-aside funds. The funding proposed for FACT is not sufficient for FACT’s needs during Cycle 12, and the need to apply for additional funds competitively poses a risk and is counter to the informal agreement reached with SANDAG earlier for a minimum 25% set aside of the Cycle 12 funds as well as indefinitely into future cycles.</p> <p>SANDAG’s staff requested approval to begin Cycle 12 funding plan, criteria, and timeline was approved by the Transportation Committee. The maximum amount any agency can apply for in competitive grants is \$2.4 million. SANDAG also stated to the TC that they will work on a TransNet Ordinance amendment to accommodate the rest of FACT’s needs for sustainable funds.</p> <p>Phil thanked Brian Lane for looking out for FACT. Brian said Arun’s persistence is key to FACT’s funding. Hon. Jewel Edson said it is important for FACT to remind SANDAG Board members of what FACT does and what accomplishments have been achieved to strengthen FACT’s positioning in order to secure funding. George said that a strategy session to create FACT awareness would be helpful. George gave special thanks to Jewel and Brian for their work, insight and leadership that they offer, and acknowledged Hon. Bill Sandke and Mayor Catherine Blakespear for their help for FACT.</p>
<p>Meeting Planning Norine Sigafoose Partner of the year Award</p>	<p>Arun updated the Board of Directors regarding the Annual Meeting on December 7. He said other speakers are being invited, and other arrangements are beginning to take shape. The recipient for the Noreen Sigafoose Award will need to be determined soon.</p>
<p>New Opportunities -Grants and Services</p>	<p>Arun gave an update regarding the SANDAG Access for All Grant, a \$2.5 million grant opportunity, due in August. Susan and Phil have volunteered to help Staff develop this proposal. This proposal’s concept is to provide accessible transportation on demand within a 12 hour window all over most of San Diego County. This is a very challenging prospect without the sufficient accessible vehicles to support such a project.</p> <p>Discussions with MV and NCTD have taken place and FACT is now waiting for their responses.</p>

	<p>FACT was not awarded the HHS No Cost Transportation for Older Adults, it was awarded to JFS. A letter from the County stated that FACT was qualified in the requirements, but high insurance requirements and costs was the deciding factor. George said that JFS being awarded this grant is well deserved, because they are an excellent partner and provide transportation services in San Diego County as well.</p>
Executive Director's Report	<p>Arun updated the Board regarding the FTA – ICAM (Innovative Coordinated Access and Mobility) Grant Award, a \$240,000 grant awarded to FACT recently. Ray Tellis of FTA said FACT was the only recipient in Region 9.</p>
<p>Board Member Updates</p> <p>CLOSED SESSION Year 2022 ED Review Committee Report</p>	<p>CLOSED SESSION – LaVonna Connelly, Susan Hafner, Dave Roberts - ED Review Committee</p> <p>RECOMMENDATION: Hon. Susan Hafner moved to approve the Executive Director Review Report. Hon. Kellie Shay Hinze seconded the motion. The motion passed unanimously.</p> <p>Phil asked if a third person would be added to the Finance Committee now with the departure of John. Arun said any volunteers would be greatly appreciated in helping with audits, budgets, and other duties.</p> <p>George announced the outcome of the ED Review – a 5% increase in base pay and \$5,000 increase in bonus to contribute towards healthcare expenses.</p>
ADJOURNMENT	<p>The meeting was adjourned at approximately 10:30 am.</p>

ITEM #3

TO: BOARD OF DIRECTORS

FROM: Meagan Schmidt, Director of Operations

RE: FACT Services updates

ISSUE:
This item presents a monthly RideFACT and agency services update.

BACKGROUND:

	May
SERVICE	ONE-WAY TRIPS
PACE	77
County COVID-19	0
Scripps	157
Escondido	782
County HHSA TB	39
San Marcos	115
Oceanside	0
Parkinson's Assoc.	6
Tri-City	75
MV	0
Other	0
RideFACT	2,526
TOTAL	3,777

Gary Mary WestPACE

Programs of All-Inclusive Care for the Elderly (PACE) - These trips are to medical destinations throughout North County as well as a few destinations further south. Trips began in late May 2021 and 1,680 were provided through May 2022.

Scripps Health

FACT's service agreement with Scripps Health began January 15, 2020; 1,827 trips were provided through the end of May 2022. FACT brokerage vendors are transporting discharged patients to pharmacies, their residences and/or to hospitals outside of San Diego County. FACT currently provides trips for 4 locations, Scripps Mercy Hospital Hillcrest and Chula Vista, Scripps La Jolla and Scripps Vista Clinic. FACT signed an Evergreen contract amendment expanding to all of these locations in August 2021.

City of Escondido

FACT provides transportation to/from the City of Escondido's senior lunch nutrition program Monday-Friday. Service began November 1, 2019. Trips were paused in mid-March 2020-May 2021 due to COVID-19. Service resumed on June 15th. FACT provided 13,105 trips between November 2019 and May 2022. This contract term was renewed through June 2023 with up to 3 renewal periods.

County HHSA

This service provides trips for the County to non-contagious Tuberculosis patients from their residences to clinics for treatment. 775 trips have been performed under this contract between late November 2018 through May 2022. This contract term is through June 30, 2023.

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. Between June 2018 – May 2022, 200 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 4,776 trips between February 2018 – May 2022. FACT and the City signed Amendment 5 to extend the contract through June 2023 and added lunch transportation to the agreement.

MV NCTD LIFT Service

Inactive. Currently in meetings regarding FACT resuming LIFT service.

Tri-City Contracts – Emergency Room & Outpatient Behavioral Health

FACT began transportation services for Tri-City Medical Center in December 2016. FACT has provided 526 trips for Tri-City patients between December 2016 – May 2022.

City of Oceanside Senior Van Service

Contracted service for Oceanside began in September 2013. FACT has invoiced City of Oceanside for 34,322 trips from September 2013 – April 2021. As of May 1, 2021 this service was stopped due to lack of funds.

RideFACT & Contracted Service statistics ytd for fiscal year July 2019 – May 2022

CTSA, RideFACT & Contracted Service Data	Web hits	Referrals	Programs in Database	New Agencies in Database	Total Requests for RideFACT Trips	RideFACT Trips Provided	RideFACT Trips Unable to Provide	Contracted Trips Provided	Total Trips	RideFACT Avg Mileage	RideFACT Avg Trip Cost
July	823	108	176	2	2,515	2,455	60	771	3,226	9.6	\$13.29
August	948	90	177	1	2,424	2,365	59	844	3,209	9.1	\$11.47
September	1,157	129	179	2	2,757	2,621	136	674	3,295	9.3	\$11.88
October	1,263	139	180	1	2,952	2,735	217	781	3,516	9.5	\$12.63
November	1,089	122	180	0	2,652	2,388	264	1,452	3,840	9.8	\$14.38
December	1,052	82	180	0	2,636	2,508	128	1,572	4,080	9.4	\$14.86
20-Jan	1,372	132	176	0	2,994	2,849	145	1,680	4,529	10.1	\$13.99
February	1,237	138	176	0	2,693	2,608	85	1,567	4,175	9	\$15.30
March	1,650	141	177	1	2,015	1,931	84	988	2,919	8.8	\$13.95
April	1,720	347	183	6	1,586	1,555	31	383	1,938	8.8	\$15.29
May	1,253	384	183	0	2,082	2,024	58	473	2,497	10.2	\$18.65
June	1,392	297	185	2	2,502	2,416	86	421	2,837	10.2	\$20.60
Subtotal	14,956	2109	185		29,808	28,455	1353	11,606	40,061		
July	1,510	304	180	-5	3,202	3,096	106	447	3,543	10.3	\$21.12
August	1,571	300	181	1	3,623	3,371	252	459	3,830	9.5	\$20.64
September	1,625	312	181	0	3,924	3,617	307	457	4,074	10	\$21.13
October	1,839	426	185	4	4,419	4,035	384	436	4,471	10.3	\$22.32
November	1,591	488	189	5	4,102	3,716	386	453	4,169	10.5	\$21.39
December	1,488	515	189	0	4,638	4,191	447	433	4,624	11	\$22.45
January	1,480	466	189	0	4,270	3,891	379	361	4,252	11	\$22.40
February	1,569	310	189	0	3,809	3,447	362	403	3,850	10.5	\$19.78
March	2,042	189	189	0	2,978	2,637	341	488	3,125	9.5	\$19.79
Apr	1,884	162	189	0	2,429	1,916	513	513	2,429	9.6	\$19.39
May	1,867	102	189	0	2,259	1,630	629	323	1,953	10.2	\$21.25
June	2,221	155	189	0	2,306	1,746	560	795	2,541	9.9	\$21.31
Subtotal	20,687	3729	189	10	39,653	37,293	4666	5,568	42,861		
July	2,715	163	193	4	2,281	1,569	712	1,429	2,998	11	\$22.19
August	3,677	153	193	0	2,047	1,212	835	1,408	2,620	9.5	\$21.74
September	2,315	155	193	0	1,904	1,393	511	1,403	2,796	9.2	\$21.92
October	2,334	178	193	0	2,019	1,498	521	1,373	2,871	9	\$21.30
November	2,129	124	193	0	2,083	1,577	506	1,306	2,883	10	\$22.99
December	3,000	158	193	0	2,023	1,630	393	1,290	2,920	9.3	\$21.14
January	1,964	136	193	0	1,734	1,469	265	1,037	2,506	9.2	\$22.93
February	1,956	175	193	0	2,032	1,752	280	1,066	2,818	9.2	\$27.95
March	2,497	221	178	0	2,800	2,585	215	1,295	3,880	9	\$34.89
Apr	2,537	206	178	0	3,111	2,848	263	1,122	3,970	9.5	\$34.90
May	4,183	235	178	0	2,847	2,526	321	1,251	3,777	9.6	\$39.91
Subtotal	29,307	1904		0	24,881	20,059	4822	13,980	34,039		
TOTAL	225,206	11,241	178	4		194,377	14,790	101,302	295,679		

**RECOMMENDATION:
NONE.**

ITEM #4

TO: Board of Directors

FROM: Arun Prem, Executive Director & Julius Burgos, Accountant

RE: Financial Updates – May 2022 Financial Summary

ISSUE:

May 2022 Financial Reports Summary:

Balance Sheet vs Prev Year Comparison

- Compared to last year \$197,393.97 is in the bank, 53% less than the previous year.
- FACT is invoiced through May 2022 and has 69% more outstanding than previous year.
- Accounts Payables were 54% more than previous year.
- Total Assets were 20% more than the previous year.

The balance sheet through May 2022 remains consistent and is stable between both years. Timely invoicing, receivables, and better cash flow management overall continues.

PPP Loan Status

The PPP Loan of \$111,300.00 was approved and deposited into our bank creating a Liability for the same amount. Of the total amount received FACT is responsible for \$49,255.48 as of May 2022 which has an interest rate of 1% until paid.

Accounts Receivable Status

- \$632,570.57 is outstanding by (9) customers. Of the o/s amount, \$438,482.86 is 60 days or less and \$155,434.50 is less than 37,653.21 is over 90 days and every Customer is aware of their O/S balance.

Annual Profit & Loss Budget vs. Actual Report – May 2022

Annual Income from July thru May 2022 was 2.82% under budget due to a couple factors:

1. Cycle 11 Grants started in April
2. No TDA funds were received in May
3. Increased RideFACT rides in May
4. Increased Contract services for Escondido, West Pace, and Scripps
5. (4) Vehicles were sold to (3) Providers

Overall Expenses were 2.25% under budget:

- Caravan repaired in December
- Increase demand of Contracted Rides
- Employee Garnishments but still in budget
- Increase in Legal Fees in March for Dalton vs Z&H
- Additional laptops purchase for coordinators and admin
- APTA, NFG Travelers Aid, and San Diego History Center paid in May
- Increase in bank fees for deposit scanner

Net Income through May 2022 has a positive balance of \$34,595.71

Condensed Grant Balances Remaining

- Total funding available for all grants through May 2022 is \$2,337,071.40.
- CTSA Funds have been allocated through May 2022 totaling \$133,200.00.
- CTSA's temporarily restricted net assets through May 2022 is \$243,169.03.
- Unrestricted Net assets through May 2022 totaled \$242,875.98.
- Total Equity as of May 31, 2022 is \$520,640.72

ITEM # 5

TO: BOARD OF DIRECTORS

FROM: ARUN PREM, EXECUTIVE DIRECTOR

RE: Review of Meeting protocols – Quorum and Closed Session

ISSUE

This item includes some information on Board Meeting protocol involving quorum requirements derived from Roberts Rules of Order and, a review of how Closed Session could be conducted effectively using Zoom.

BACKGROUND

- 1. Meetings Protocol: The following information regarding meeting quorum, minutes, and voting is reproduced from RobertsRules.com:**

Is it true that, once a quorum has been established, it continues to exist no matter how many members leave during the course of the meeting?

No. Once a quorum at a meeting has been established, the continued presence of a quorum is presumed to exist only until the chair or any other member alerts the assembly that a quorum is no longer present. If the chair notices the absence of a quorum, he or she should declare this fact, at least before taking any vote or stating the question on any new motion. Any member noticing the apparent absence of a quorum can and should make a Point of Order to that effect at a time when another person is not speaking. It is true that debate on a question already pending can be allowed to continue at length after a quorum is no longer present, until a member raises the point; but it is never permissible to transact substantive business in the absence of a quorum. It is also true that a Point of Order relating to the absence of a quorum is generally not permitted to affect prior action—but such a Point of Order can cause prior action to become invalid if there is clear and convincing proof that no quorum was present when the business was transacted. [RONR (12th ed.) 40:12; see also pp. 12–13 of RONR In Brief.]

Should proxy votes be counted?

A “proxy” is a means by which a member who expects to be absent from a meeting authorizes someone else to act in his or her place at the meeting. Proxy voting is not permitted in ordinary deliberative assemblies unless federal, state, or other laws applicable to the society require it, or the bylaws of the organization authorize it, since proxy voting is incompatible with the essential characteristics of a deliberative assembly. As a consequence, the answers to any questions concerning the correct use of proxies, the extent of the power conferred by a proxy, the duration, revocability, or transferability of proxies, and so forth, must be found in the provisions of the law or bylaws which require or authorize their use. [RONR (12th ed.) 45:70–71.]

Isn't it necessary to summarize matters discussed at a meeting in the minutes of that meeting in order for the minutes to be complete?

Not only is it not necessary to summarize matters discussed at a meeting in the minutes of that meeting, it is improper to do so. Minutes are a record of what was done at a meeting, not a record of what was said. [RONR (12th ed.) 48:2; see also pp. 148–49 of RONR In Brief.]

2. How to transition effectively between Closed and Open Session during remote meeting.

The Zoom meeting option provides for breakout room, where people can wait for the duration of the Closed Session without leaving the Zoom meeting,

RECOMMENDATION:

None

ITEM # 6

TO: BOARD OF DIRECTORS

FROM: Arun Prem, Executive Director and Budd Anderson, Director of Grants and HR

RE: Business Plan Update 2023-2028

ISSUE:

FACT’s CTSA contract with SANDAG requires an annual update of the Business Plan. The current Business Plan update (2022-2027) was approved in June 2021.

The below table summarizes the proposed 2023-2028 Business Plan updates.

Staff sent the DRAFT Plan to the Board in early July for review and feedback.

BACKGROUND

FACT 2023-2028 Business Plan Update includes the following revisions to projects/status:

All sections were restructured, updated, and renumbered accordingly. New FACT rider Images were included.		
CHAPTER	SECTION	DESCRIPTION OF CHANGE/S
Executive Summary		New overview
Chapter 1	Highlights	Updated FY Overview Chart through FY 2021
	Governance	New Organization Chart and updated Staff, Board, and CAM sections
Chapter 2	COVID-19 Related Needs and Service Demand	Updated 2.5 on the demand generated by impacts of COVID-19
	Social Equity	Updated 2.6 on Social Equity and Environmental Justice in San Diego County’s Transportation system
Chapter 3	Core CTSA Services	Updated Service data and ridership stats
	Additional Mobility Management Activities	New section on additional MM activities associated with FACT’s STGP Cycle 11 Allocation
	Contracted Transportation	Updated contract information and added new contracts (E.g., 2-1-1 Cool Zones and SDG&E PSPS)
	COVID-19 Response, Coordination, and Special Services	Update on COVID-19 Response, Coordination, and Special Services section
	New Vehicles	Update on FACT’s 5339 (b) FY 2018 and FY 2019 awards and vehicles to be purchased.
	Electric and Alternative Fuel Vehicles	New section on emerging vehicle technology, industry trends, regulation, and FACT’s fleet
	Coordinated Outreach	Updated association memberships, meetings, councils, and other community groups FACT staff participates in

	Service statistics	Updated the service statistics charts and graphs with FY 21 data
Chapter 4	Flexible Fleets	Updated section on SANDAG’s Big 5 Moves, opportunities, and FACT’s involvement in planning and service delivery.
	Integrated and Shared Technology	New section on modern technology; 2-1-1 CIE, FACT app and contactless payment, and SANDAG’s next OS
	Transportation Network Company (TNC) Access for All (AFA)	New section on TNC AFA and FACT’s involvement
	Pandemic Response/Non-Traditional Services	Updated section on responding to pandemics and providing non-traditional services to meet temporary changes to client needs
Chapter 5	Grants	TABLE 5-1 - Removed past funding to streamline plan. Updated FACT’s TDA 4.5 allocation, new STGP allocation, and competitive grant funding.
Chapter 6	Service projections	Updated service projections based on awarded funding and funding limitations.
	Demand Management	Updated on managing RideFACT and Contracted service demand and new opportunities to expand accessible services.
Appendices	CTSA Work Plan FACT Service Area Map Website Links	1. Updated with FACT’s FY 23 CTSA Work Plan 2. Updated with FACT’s FY 21 service/trips map 4. Updated Links to Service Providers and Title VI Plan.

RECOMMENDATION:

Staff requests the Board’s feedback and approval of 2023-2028 Business Plan.

ITEM # 8

TO: BOARD OF DIRECTORS

FROM: ARUN PREM, EXECUTIVE DIRECTOR

RE: SANDAG – Ongoing Discussions and Recent Updates

ISSUE: Ongoing discussions with SANDAG.

On Thursday July 14th SANDAG held the first meeting of the Mobility Working Group (MWG) - a subcommittee of the Transportation Committee. The meeting was Chaired by Hon. Campillo. FACT is an advisory member; Arun and Meagan serve as the primary and alternate members respectively. The agenda included a review of a list of proposed TransNet Ordinance changes that SANDAG plans to bring to the Board in late 2022 or 2023. The amendment to allow allocation of SMG funds to FACT directly was not on the list. Brian Lane is planning to meet with appropriate SANDAG staff to propose the addition of the amendment pertaining to FACT to this list.

Background

In anticipation of STGP Cycle 12 funding plan going before Independent Taxpayer Oversight Committee (ITOC) and Transportation Committee (TC) during the week of June 12, 2022, Chair George Gastil, Hon. Jewel, and Arun Prem discussed our position with respect to the set-aside funds – that the set-aside funding proposed for FACT - \$790,758 was not sufficient for FACT’s needs during Cycle 12 and the need to apply for additional funds competitively poses a risk and is counter to the informal agreement reached with SANDAG earlier for a minimum 25% set aside of the Cycle 12 funds as well as future cycles. The subsequent partial funding decision was made due to the fact that TransNet ordinance would need to be amended beforehand in order to allow enable such an allocation; due to SANDAG’s potential timeline the amendments would not be reviewed by SANDAG’s Board prior to the end of 2022 at the earliest.

This is a critical issue that will impact the way FACT is funded in future. The TC unanimously approved SANDAG staff recommendation to proceed with the funding Cycle 12 and award FACT \$790,758 in Section 5310 funds directly. FACT staff will meet with SANDAG to request a specific follow up plan that addresses our need for sustainable funds as well as SANDAG concern about due process for TransNet funded direct allocations.

Meeting Update, Nov 22, 2021

A follow up meeting with Mr. Hasan Ikhata and Mr. Ray Major, Ms. Coleen Clementson Mr. Brian Lane was held on Nov 22, 2021. Arun Prem discussed FACT’s cost for trips, and explained the invoicing process that provides detailed data to SANDAG on the purchase price for rides.

Meeting with SANDAG, NCTD, MTS on Aug 4, 2021:

Memo from Arun to Mr. Hasan Ikhata, Ms. Sharon Cooney and Mr. Matt Tucker ahead of the meeting:

MEMO - Aug 4, 2021 Meeting - MTS, NCTD, SANDAG – Review baseline CTSA services & potential for collaboration

San Diego County’s CTSA is not structured as a supporting entity to the transit agencies, unlike in most other Counties that have CSA’s. Typically, CTSA’s across CA are tasked with addressing a

designated segment(s) of mobility with agreements in place with an intent to complement transit and paratransit services.

When the CTSA scope of services was drawn in the original SANDAG/FACT agreement completed in 2006, it did not recognize transportation services as an eligible activity for TDA funds. FACT began providing transportation in late 2010. SANDAG formally recognized the potential for the CTSA to operate transportation with TDA 4.5 funds during 2019 in the course of updating the CTSA services scope. Due to these changes, and concurrent changes in the County's leadership and vision for public transportation, there is value in a renewed discussion on the potential role the CTSA can play in future in supporting transit services and objectives.

Since FACT implemented its transportation brokerage in 2011, it has maintained that collaboration with transit agencies as an ADA paratransit subcontractor would help sustain it, and add value to regional transportation services by reducing expenses and promoting the local taxicab service capacity. This concept was validated when FACT independently (sub)contracted with NCTD's vendors to provide ADA paratransit. A critical benefit of this arrangement was the net revenue FACT generated from the pass-through payments from NCTD without competing directly with NCTD or any other grant funded mobility provider. The subcontractor arrangement with First Transit did not survive the transition to a new vendor - MV Transit, and is currently inactive.

In a post pandemic transit scenario there are indications that cost of paratransit services, and the taxicab industry's capacity limits will create bottlenecks to paratransit delivery. The growing interest in mobility as a service and micro-transit also present challenges that are better met with a coordinated approach. FACT is in a position to leverage SANDAG Mobility Management grant funds to assist with configuring and testing new services more quickly and at a lower cost.

In view of the above, I would like to recommend we consider some or all of the following as a means to promoting ongoing communication and collaboration where possible to address the current and potential specialized mobility needs effectively:

- *Reinstate NCTD and MTS staff to FACT's Council on Access and Mobility (CAM) and Technical Advisory Committees (TAC)*
- *Monthly or Quarterly meetings between staff to review specific service needs and proposals*
- *MOU's to designate FACT as a back-up or overflow transportation and call-center service provider in case of contingencies*
- *Review opportunities for transit agencies to engage with FACT as contractor directly*
- *Opportunities to collaborate on 5310, other grants, by proposing joint vehicle procurements and other projects that would avoid conflict related to funding*

Meeting update:

"I met with Hasan, Matt, Sharon and Brian today to review the Memo I shared with you (copied above) and discuss how the CTSA could be structured as a formal supporting entity for the 2 transit agencies. We spoke for a little over 30 minutes, as planned (a more detailed description of the meeting was sent to Board members on the afternoon of Aug 4, 2021).

RECOMMENDATION: NONE

ITEM # 10

TO: BOARD OF DIRECTORS

FROM: Arun Prem, Executive Director and Budd Anderson, Director of Grants and HR

RE: SANDAG Access for All (AFA) Grant Opportunity

ISSUE:

Update on FACT's proposed response to SANDAG's Cycle 1 Access for All Program Call for Projects. Staff worked with a Board Committee – Hon Phil Monroe and Susan Hafner, to plan FACT's response. The committee and staff met on July to review the scope and outline FACT's response.

BACKGROUND

In 2018, the passage of California Senate Bill 1376 directed the CPUC to develop the Access for All Program and create regulations around accessibility for persons with disabilities in On-Demand Transportation services, including wheelchair users who need a Wheelchair-Accessible Vehicle (WAV).

When a TNC trip is provided, a \$0.10 fee is collected and deposited in the CPUC's Access Fund. TNCs can invest Access Fund revenue to expand or improve on-demand WAV service in each county or geographic area. In return, they can file offset requests on a quarterly basis with the CPUC. The Commission sets aside the remaining monies not claimed by TNCs in the offset process for distribution by Local Access Fund Administrators (LAFA). On June 28, 2021, SANDAG was designated as the LAFA for San Diego County for Fiscal Year 2021/2022. In this first Cycle of the program, SANDAG is issuing a Call for Projects (CFP) to solicit applications from interested entities to build WAV services in the region.

The Access for All Program will award grants between \$50,000 and \$2,530,004 to eligible applicants for programs or projects that expand on-demand Wheelchair Accessible Vehicle (WAV) options for individuals with disabilities whose needs cannot be met by conventional transit or paratransit services. The goal of the San Diego AFA Program is improved on-demand mobility for individuals with disabilities, including wheelchair users needing a WAV in the region by meeting their accessibility needs through the expansion of service options and removal of existing barriers. Applications are due August 3, 2022. The grant agreement execution window is anticipated to occur in Fall 2022. AFA funds must be expended by Grantees no later than June 30, 2023.

Staff proposes applying for the maximum amount of \$2,530,004 to provide on-demand WAV service countywide. The proposal budget will include expenses related to developing, implementing, and evaluating the WAV service.

RECOMMENDATION:

Staff requests Board approval for staff to apply for AFA funding. Upon approval a Board resolution will be signed and included with the application.

ITEM # 12

TO: BOARD OF DIRECTORS

FROM: Arun Prem, Executive Director; Cynthia Pedersen, Office Manager

RE: Executive Director's Report

Meetings and Events – June 2022

6/28/2022 Meeting – Safety First- Mohammad Hajek

6/30/2022 Meeting – Rebel Group Teams – Ali Attari, Meagan, Arun, Christian, Ali

6/30/2022 Meeting – CalACT Committee – Tenley Borchman

6/30/2022 Meeting – CTAA Membership Update – Jacklyn Montgomery

6/30/2022 Meeting – Senior Ride Nashville – Peer Agency Review

Meeting and Events – July 2022

7/07/2022 Meeting – Rebel Group Teams – Ali Attari, Ali Poorman, Christian

7/08/2022 Meeting – SANDAG Board of Directors

7/08/2022 Meeting – CalACT Audit Committee

7/12/2022 Meeting - CAM Updates – Budd, Meagan, Arun

7/13/2022 Meeting – SANDAG, Councilmember Moreno

7/18/2022 Meeting - CAM Subcommittee – Making Interagency Referrals More Effective – Marilyn Greenblatt, JFS; Adrianna Ramirez, Travelers Aid; Robert Gebo, NCTD; Arun, Ali

7/21/2022 Meeting – CalACT Audit Committee

7/22/2022 Meeting – Travis Knowles, ADA Paratransit Discussion

7/25/2022 Meeting – Eleet Transportation – Ali, Christian, Arun

Meeting – SDMED – Firas, Zeyad, Ali, Christian, Arun