



Board of Directors Meeting Agenda
Sep 22, 2022, 9:00am
Encinitas City Hall
505 S. Vulcan Ave, Encinitas, CA 92024

IN-PERSON MEETING
 (with remote Zoom option)

<https://us02web.zoom.us/j/85181217566>

Meeting call to order, Introductions

9:00 am

- | | | | |
|-----------------------------|--|------|--------------------|
| 1. | Public Comment | | INFORMATION |
| <hr/> | | | |
| <u>CONSENT ITEMS</u> | | | |
| 2. | July 2022 Board Meeting Minutes | p-2 | ACTION |
| 3. | FACT Services Updates through July 2022 | p-7 | INFORMATION |
| 4. | July 2022 Financial Summary and Reports | p-10 | INFORMATION |
| <hr/> | | | |
| 5. | 300,000 th Ride celebration & Media Release | | PRESENTATION |
| 6. | SANDAG – Ongoing Discussions and Quarterly Updates, Mobility Working Group (MWG), Proposed TransNet amendments, and AFA updates | | INFORMATION |
| 7. | Meetings Planning <ul style="list-style-type: none"> • Norine Sigafoose Partner of the Year Award Nomination • Update on speakers • Board Officers Elections – Appointment of Nominating Committee | | INFORMATION |
| 8. | SANDAG STGP Cycle 12 Applications | p-11 | ACTION |
| 9. | Conversation with Guest Speakers: <ul style="list-style-type: none"> • Hon. Bill Sandke, Councilmember, City of Coronado • Mr. Keith Corry, Senior Grants Manager & Government Affairs Advisor, City of SD | | INFORMATION |
| 10. | Executive Director’s Report <ul style="list-style-type: none"> • MV proposal / County OES RFP/ CAM Referrals/HR Support | p-15 | INFORMATION |
| 11. | 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*

ITEM # 2

FACT Board of Directors Meeting Minutes

July 28, 2022, 9:00 AM

Zoom Meeting

Board Members Attending	Susan Hafner, LaVonna Connelly, Hon. Phil Monroe, Hon. Jewel Edson, Hon. Dave Roberts, Hon. Corinna Contreras, Hon. George Gastil, Hon. Bob Campbell
Board Members Absent	Hon. Kellie Shay Hinze
Staff Attending	Arun Prem, Meagan Schmidt, Julius Burgos, Ali Poorman, Cynthia Pedersen, Farah Rizvi, Paola Zilli
Public/Guests	Council Member Vivian Moreno, Chief of Staff Travis Knowles – District 8; Brian Lane, SANDAG; Danna Cotman, ARC Law
Public Comments	
CONSENT ITEMS: June Board Meeting Minutes/ May FACT Services Updates	<p>Meagan (Services Update for the month of May) reported a total of 3,777 trips with 2,526 of those RideFACT rides. Meagan said the rides are at pre-COVID numbers. Referral numbers are increasing monthly with MTS Access, NCTD Lift, and JFS On the Go receiving the highest number of referrals. The City of Escondido continues to be the highest number of trips per month at 782 in contracted services.</p> <p>Total one way trips completed through May 2022 were 295,679, approaching the 300,000th rider mark.</p> <p>Arun said the most recent cost per trip increased to \$39.00, an increase from \$34.00 per trip the previous month, due to inflation and wages affecting FACT vendors. Arun said Staff is working to negotiate with new vendors and vendors who have higher rates to lower the rates by creating competition through trip volume. Imposing a cap is still an option.</p> <p>The cost escalation impacts FACT ability to provide transportation throughout the year at a desired level.</p> <p>Hon. Phil Monroe asked about the 300,000th rider milestone and what plans are being made to mark the occasion. Arun said COVID protocol will determine the plans to celebrate whether in person or via Zoom.</p> <p>LaVonna Connelly asked if FACT referrals are adequate to provide the services needed by riders. Arun said FACT referrals help riders get rides based on their location and needs. Ali Poorman said FACT’s database provides information to the Mobility Coordinators to assist in making a referral, as well as FACT’s website. Riders can access website information to help choose a provider in their area.</p>

	<p>Motion to approve the June 2022 Consent Agenda Items was made by Hon. Dave Roberts. Hon. Corinna Contreras seconded the motion. The motion passed unanimously.</p>
<p>Review of Meeting Protocols – Quorum and Closed Session</p>	<p>Arun gave an update regarding 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.</p> <p>Roberts Rules of Order states that once quorum is established it must be maintained throughout the meeting in order to move on Action items. If a Board member leaves the meeting and there is no longer quorum, the vote on an Action item cannot take place. Information may continue without quorum. Proxy voting is an option but must be addressed in the bylaws. The minutes of a meeting are used to record what was done in a meeting, not what was said during the meeting.</p> <p>Zoom offers Break Out Rooms which allows attendees to leave a meeting to conduct business separately while other attendees remain until rejoined by the Break Out Room attendees. This feature is helpful to reconvene after Closed Session items.</p>
<p>DRAFT Business Plan Update 2022-2028</p>	<p>Arun gave an update regarding the Business Plan 2022-2028. He said the Board received the Draft Plan and was requested to make comments or input. He said the Business Plan could be approved first with any changes or minor adjustments made after a vote to approve.</p> <p>Hon. Dave Roberts moved to approve the Draft Business Plan 2022-2028, with minor adjustments to follow. LaVonna Connelly seconded the motion. The motion passed unanimously.</p>
<p>C.A.R.S. Call Center Back-up Support Services - Briefing</p>	<p>Meagan gave an update regarding CARS (Charitable Adult Rides Services). The purpose of FACT’s relationship with CARS is to provide back up call center services (trip scheduling, estimated time of arrivals, and customer service) outside of normal business hours. This contract began in December 2019 and through the month of June 2022, CARS has taken 20,200 calls for FACT. FACT staff has taken 96,000 calls during that same time period. FACT and CARS have a communications stream throughout the day which gives regular updates to provide accurate reporting for invoicing and ride information.</p> <p>Meagan said the CARS service cost is less than the cost of a full-time employee, making it cost effective for FACT. CARS also has the capacity to provide expanded services when needed.</p> <p>Ali gave a daily overview of the services and tasks CARS provides to FACT :</p> <ul style="list-style-type: none"> ● Before/After Business Hours ● Call Overflow

	<ul style="list-style-type: none"> • Hold time • Weekends • Holidays <p>Ali said that CARS:</p> <ul style="list-style-type: none"> • Operates 6:00am to 8:00am and 4:00pm to 9:00pm Monday through Friday, and has weekend hours of 6:00am to 9:00pm • CARS covers FACT’s overflow calls during FACT’s business hours • CARS average hold time is currently 9.5 seconds • Weekends are slower for CARS due to fewer providers • CARS mirrors FACT’s holiday schedule <p>Phil said the FACT’s business phone hours are confusing and should be changed to be more precise since it is not available 24 hours. Arun said the call hours would be clarified.</p> <p>LaVonna asked if CARS also does referrals to callers and if it’s the same caller experience as with FACT. Ali said referrals are made, but not to the same extent as FACT’s Mobility Coordinators. CARS informs FACT of any referrals made.</p> <p>Meagan said the CARS staff is not as extensively trained as the FACT staff regarding contracts.</p>
<p>SANDAG – Ongoing Discussions and Recent Updates</p>	<p>Arun gave an update regarding SANDAG. He said that on 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. Raul 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 plans to meet with appropriate SANDAG staff to propose the addition of the amendment pertaining to FACT to this list.</p> <p>Brian Lane said the Mobility Working Group is made up of members from every city, transit agencies and other agencies that will focus on mobility. He said a first round of amendments will take place with some big changes being proposed. He said that it is important that FACT Board members remind SANDAG staff of how important the amendments are to FACT.</p>
<p>Meeting Planning Norine Sigafoose Partner of the Year Award Nomination</p>	<p>Arun updated the Board of Directors regarding the Annual Meeting on Wednesday, December 7, 2022. He reminded the Board about nominating a recipient for the Noreen Sigafoose Award.</p>
<p>SANDAG <i>Access for All</i> RFP</p>	<p>Arun said this grant opportunity was announced by SANDAG over a month ago. The program is asking for Transit Network Company (TNC, a name the state uses for Lyft and Uber) equivalent services for accessible rides in San Diego County. It is funded by a 10 cent fee that is charged on every TNC ride in the state and the purpose is to expand and improve Wheelchair Accessible</p>

	<p>Vehicle (WAV) service. The 10-cent 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.</p> <p>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 barriers. Applications are due August 3, 2022. The grant agreement execution window is expected to occur in Fall 2022. AFA funds must be expended by Grantees no later than June 30, 2023.</p> <p>Staff proposed 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.</p> <p>Expenses include purchased transportation, new WAV, insurance, consultants, training, permits and vehicle identification, marketing and outreach, IT expenses, new staff hire salaries and benefits, call center support, etc.</p> <p>Recommendation: Staff requests the Board for Approval to apply for AFA funds. Hon. Phil Monroe moved to approve. The motion was seconded by Hon. Corinna Contreras. The motion passed unanimously.</p>
<p>Conversation With Guest Speaker: Hon. Vivian Moreno, City of San Diego, District 8</p>	<p>Arun welcomed Hon. Vivian Moreno and, Chief of Staff, Travis Knowles; introductions were made with FACT Board members.</p> <p>Hon. Moreno thanked the Board for the invitation. She gave a brief background about her district which is the southern-most district of the City of San Diego. Hon. Moreno shared with the Board her brother’s personal struggles utilizing public transportation, and how it has influenced her interest in learning more about people with challenges trying to get access to services.</p> <p>Phil said the Board would like to hear more about Hon. Moreno’s brother’s experiences and invited him to be a guest at a future meeting. LaVonna said his input would be valuable to FACT. Hon. Jewel Edson thanked Hon. Moreno for her work on MTS and for attending the meeting.</p>

	<p>Susan Hafner said that post COVID, transit agencies are working to provide mobility equity in their regions. She said FACT has always prided its services in terms of understanding the importance of sensitivity, service quality, and the interest to serve.</p> <p>LaVonna asked why is it so hard to serve the ADA population after so many years of implementing services especially now with the aging population. Susan thanked Hon. Moreno for attending and said there was much more to discuss and work together on. Hon. Moreno thanked Arun for contacting her office and said that she would love to attend more FACT Board meetings.</p>
<p>Executive Director's Report MV Proposal; County OES RFP; Flex Fleet Services Subcontract</p>	<p>Arun said there is no update regarding the MV Proposal with NCTD.</p> <p>Meagan said FACT submitted a bid for the County Office of Emergency Services Transportation Contract. The County is looking for transportation to be provided during emergency events, such as fires or other catastrophes, where evacuations are needed. People with disabilities may need evacuation transportation. FACT submitted its proposal to the County and is waiting for word on the award.</p> <p>Meagan said this service is deployed only when a disaster is anticipated and that FACT's services would not be in harm's way during a disaster.</p> <p>Meagan said regarding the Flex Fleet Services Subcontract, Lift's proposal for ride-hailing was selected with FACT under that bid as the wheelchair accessible services vendor.</p>
<p>CLOSED SESSION Update on Ongoing Litigation</p>	<p>CLOSED SESSION with Danna Cotman.</p>
<p>Board Member Updates</p>	<p>Hon. Phil Monroe suggested Hon. Bill Sandke as a possible recipient of the 2022 Noreen Sigafoose Award. Hon. George Gastil supported the choice.</p>
<p>ADJOURNMENT</p>	<p>The meeting was adjourned at approximately 10:45 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:

	June	July
SERVICE	ONE-WAY TRIPS	ONE-WAY TRIPS
PACE	39	21
County COVID-19	0	0
Scripps	176	78
Escondido	801	734
County HHSA TB	29	25
San Marcos	99	384
Oceanside	0	0
Parkinson's Assoc.	4	2
Tri-City	54	53
211 Cool Zones	2	0
MV	0	0
SDG&E	0	0
RideFACT	3,060	2,745
TOTAL	4,264	4,042

211 Cool Zone Transportation

211 reached out to FACT in 2021 to provide transportation for persons to/from Cool Zones established by the County of San Diego for relief from heat during the summer-early fall months. FACT was asked to receive direct referrals for this program through 211's Community Information Exchange (CIE) platform. A formal contract was signed in June 2022

– October 31, 2022; FACT recently completed it's first trips for this service in June of this year, 2 trips have been completed. We expect this contract to be renewed for the following year.

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 1,740 were provided through July 2022.

Scripps Health

FACT's service agreement with Scripps Health began January 15, 2020; 2,081 trips were provided through the end of July 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.

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 14,640 trips between November 2019 and July 2022.

County HHSA

This service provides trips for the County to non-contagious Tuberculosis patients from their residences to clinics for treatment. 829 trips have been performed under this contract between late November 2018 through July 2022

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 – July 2022, 206 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 5,259 trips between February 2018 – July 2022. FACT and the City recently agreed to extend the contract and included weekday lunch transportation

MV NCTD LIFT Service

Inactive. Currently in discussions with MV.

Tri-City Contracts – Emergency Room & Outpatient Behavioral Health

FACT began transportation services for Tri-City Medical Center in December 2016. FACT has provided 6,633 trips for Tri-City patients between December 2016 – July 2022.

City of Oceanside Senior Van Service

Contracted service for Oceanside began in September 2013. FACT delivered 34,322 trips for City of Oceanside 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 – July 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
June	2,504	328	179	1	3,459	3,060	399	1,204	4,264	9.5	\$38.61
Subtotal	31,811	2232		0	28,340	23,119	5221	15,184	38,303		
July	3,473	227	178	0	3,079	2,745	334	1,297	4,042	9.4	\$37.21
TOTAL	231,183	11,796	178	0		200,182	15,523	103,803	303,985		

**RECOMMENDATION:
NONE.**

ITEM #4

TO: Board of Directors

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

RE: Financial Updates – July 2022 Financial Summary

ISSUE:

July 2022 Financial Reports Summary:

Balance Sheet vs Prev Year Comparison

- Compared to last year \$158,821.29 is in the bank, 47% less than the previous year.
- FACT is invoiced through July 2022 and has 55% more outstanding than previous year.
- Accounts Payables were 70% more than previous year.
- Total Assets were 25% more than the previous year.

The balance sheet through July 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 \$46,559.40 as of July 2022 which has an interest rate of 1% until paid.

Accounts Receivable Status

\$785,687.71 is outstanding by (9) customers. Of the o/s amount, \$416,927.09 is 60 days or less, \$173,973.76 is less than 90 days, and \$194,786.86 is over 90 days. Every Customer is aware of their O/S balance.

Profit & Loss Budget vs. Actual Report – July 2022

Income for July 2022 was 11.49% over budget due to a couple factors:

1. Larger TDA payment received in July than anticipated
2. Increased RideFACT rides in July

Overall Expenses were 2.13% under budget due to the following factors:

- Increased RideFACT rides and costs in July
- Slight increase in Telecommunications for On the Go and Layer 7

Net Income through July 2022 and at yearend has a positive balance of \$34,185.75

Condensed Grant Balances Remaining

- Total funding available for all grants through July 2022 is \$1,966,670.86.
- CTSA Funds have been allocated through July 2022 totaling \$33,136.00.
- CTSA's temporarily restricted net assets through July 2022 is \$171,987.62.
- Unrestricted Net assets through July 2022 totals \$346,571.10.
- Total Equity as of July 31, 2022, is \$552,744.47

ITEM # 6

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:

- Reinstating 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 # 8

TO: BOARD OF DIRECTORS

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

RE: SANDAG STGP Cycle 12 Applications

ISSUE

SANDAG STGP Cycle 12 Call for Projects for FTA Section 5310 and TransNet SMG funding for 2 years.

BACKGROUND

On July 6, 2022, SANDAG opened a Call for Projects for its Cycle 12 Specialized Transportation Grant Program (STGP). The SANDAG STGP funds projects and programs in the San Diego region that expand mobility options for older adults and individuals with disabilities whose needs cannot be met by conventional transit or paratransit services. Funding sources include Federal Transit Administration Section 5310 (Section 5310) Program and TransNet Senior Mini-Grant (SMG) Program.

SANDAG's Specialized Transportation Grant Program (STGP) is FACT's primary sources of funding for ongoing mobility management activities and operation of RideFACT. In Cycle 11 FACT was allocated funding from both 5310 and SMG to support FACT's Mobility Management activities. Based on Issues with the allocation procedure of SMG and the timing of FACT's Cycle 11 projects, SANDAG staff was "authorized to offer \$790,758 in Cycle 12 Section 5310 to FACT for mobility management activities, FACT would be allowed to submit other eligible Section 5310 projects such that it does not exceed the maximum grant request amount per applicant per funding source. Additionally, FACT would be required to submit project information to SANDAG, including at least 20 percent in matching funds and a project scope of work, by the STGP Cycle 12 call for projects application submission deadline. Moreover, this proposed authorization would not impact FACT's ability to compete for SMG funding through STGP Cycle 12 call for projects. Staff will continue to look at options to identify funding to support CTSA activities including consideration of a future TransNet Ordinance Amendment."

To sustain FACT's Mobility Management activities and continue Operating RideFACT at the level of Cycle 11 projects, FACT would need to apply for a total of \$1,190,758 from SMG funds and \$400,000 in 5310 funds which when combined with FACT's CTSA allocation equals a total of \$1,190,758 in 5310 funding. Due to limited discretionary funds to meet the match requirements and the level of funding needed to sustain operations, FACT is proposing to match grant projects at 50%. Below is a summary of FACT's grant requests and match sources by project; 3 project applications in addition to FACT's CTSA Allocation Scope of Work.

#	Project Name	Project Type	Funding Source	Grant Request	Match Amount	Match Source(s)
1	CTSA MM	Mobility Management	SMG	\$790,758	\$790,758	FACT's STGP CY12 5310 Allocation
2	RideFACT	Operating	5310	\$400,000	\$400,000	STGP CY12 SMG
3	RideFACT	Operating	SMG	\$400,000	\$400,000	STGP CY12 5310

Staff recommends applying for the above SMG and 5310 projects and submitting a Scope of Work for FACT's CTSA 5310 Allocation. Applications are due October 5, 2022. Notice of Award (SANDAG Board Approval is scheduled for 2/24/2023. Cycle 12 is for a 2-year period.

RECOMMENDATION:

Staff requests the Board's approval to apply for Mobility Management and Operating funds under SANDAG's STGP program, and authorization for Board Officers to sign a grant resolution.

ITEM # 10

TO: BOARD OF DIRECTORS

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

RE: Executive Director's Report

Meetings and Events – August 2022

8/2/2022 Meeting – APTA Prospective Leadership Candidates Forum
8/5/2022 Meeting – CTSA
8/9/2022 Meeting – CAM Updates – Budd, Meagan, Arun
8/9/2022 Meeting – Insurance Discussion – Danna Cotman, Josh Farrow, Meagan, Budd, Arun
8/12/2022 Meeting – SANDAG Board of Directors
8/15/2022 Meeting – Insurance Discussion – Danna Cotman, Josh Farrow, Meagan, Budd, Arun
8/17/2022 Meeting – CAM Subcommittee - Interagency Referral Tracking – Marilyn Greenblatt, JFS; Adrianna Ramirez, Travelers Aid; Arun
8/23/2022 Meeting – Courtney Harrison, Culture Works – Budd, Arun
8/31/2022 Meeting – NCTD Discussion with Hon. Corinna Contreras, Meagan, Arun

Meetings and Events – September 2022

9/1/2022 Meeting – CTSA , Andre Colaiace; Arun
9/6/2022 Meeting – Aly Neuman, SANDAG; Arun
9/8/2022 Meeting – SANDAG Mobility Working Group
9/9/2022 Meeting - SANDAG Board of Directors
9/12/2022 Meeting – APTA Mobility Management Committee
9/13/2022 Meeting – CAM Updates – Budd, Meagan, Ali, Arun
9/14/2022 Meeting – HR Culture Works Kickoff Meeting
9/15/2022 Meeting – Flexible Fleets Task Force
9/19/2022 Meeting – CAM Subcommittee on Referral Tracking – Marilyn Greenblatt, JFS, Adrianna Ramirez, Travelers Aid; Arun
9/20/2022 Meeting - SANDAG Mobility Working Groups