



Board of Directors Meeting Agenda
Oct 27th, 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/81514509364>)

Meeting call to order, Introductions

9:00 am

1.	Public Comment	INFORMATION
<u>CONSENT ITEMS</u>		
2.	Sep 2022 Board Meeting Minutes	p-2 ACTION
3.	FACT Services Updates through Sep 2022	p-6 INFORMATION
4.	Aug 2022 Financial Summary, Reports, Audits	p-9 INFORMATION
5.	Update re. Meeting with NCTD	INFORMATION
6.	Report on Contactless card fare payments	INFORMATION
7.	SANDAG – Ongoing Discussions and Quarterly Updates, Mobility Working Group (MWG), Flex Fleets Taskforce, and Proposed TransNet amendments	p-10 INFORMATION
8.	Meetings Planning <ul style="list-style-type: none"> • Update on speakers • Board Officers Elections – Nominating Committee Report 	INFORMATION
9.	SANDAG AFA Program	INFORMATION
10.	Conversation with Guest Speaker	INFORMATION
11.	Executive Director’s Report <ul style="list-style-type: none"> • MV proposal /HR Support/ CalACT Board Elections 	INFORMATION
12.	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

September 22, 2022, 9:00 AM

In Person/~~Zoom Meeting~~

Board Members Attending	Hon. George Gastil, Susan Hafner, Hon. Phil Monroe, Hon. Jewel Edson, Hon. Dave Roberts, Hon. Corinna Contreras, Hon. Bob Campbell
Board Members Absent	Hon. Kellie Shay Hinze, LaVonna Connelly
Staff Attending	Arun Prem, Meagan Schmidt, Budd Anderson, Ali Poorman, Christian Hernandez, Cynthia Pedersen, Farah Rizvi, Paola Zilli
Public/Guests	Hon. Bill Sandke, Councilmember - City of Coronado; Keith Corry – Senior Grants Manager + Government Affairs Officer, City of San Diego; Todd Lordson, Transportation Coordinator for San Diego Regional Center; Brian Lane, Aly Neumann, Jenny Russo – SANDAG; Firas Jasim, SDMed; Patricia Tilford, Allison Jones, and Larry Clabough, FACT riders.
Public Comments	
CONSENT ITEMS: July Board Meeting Minutes/ July FACT Services Updates	<p>Meagan said referrals have increased over the last few months. During the recent Border 32 Fire, FACT was called upon by the County to help evacuees and their pets return to their homes.</p> <p>Rides totaled 4,042 with the City of Escondido at 734 rides and City of San Marcos at 384 rides. Through the month of July 303,985 one-way trips were completed (since inception).</p> <p>The impact of inflation raised May’s cost per trip to \$39.91, an increase from \$22.93 in January 2022. After May, the decrease in cost per trip is attributed to the hiring of new vendors, the realignment of trips among vendors, renegotiating vendor rates, and the implementation of a cap on rides. In order to manage the demand for rides with the trip cap, FACT has increased the number of referrals, discontinued the rides for those eligible for NCTD and Regional Center transportation, and is coordinating with Jewish Family Service (JFS) by referring riders to their program.</p> <p>Firas Jasim, SDMed, spoke of how the reduction in rides has greatly affected his business. He said some FACT riders call SDMed directly to ask for assistance in getting transportation and added that more funding for FACT is imperative.</p> <p>Motion to approve the July 2022 Consent Agenda Items was made by Hon. Dave Roberts. Susan Hafner seconded the motion. The motion passed unanimously.</p>

300,000 th Ride Celebration & Media Release	George and Arun opened the meeting with a timeline of FACT milestones noting that FACT completed over 300,000 rides in August 2022. Three RideFACT riders joined FACT Board and staff to commemorate the event and share their feedback on FACT services.
SANDAG- Ongoing Discussions and Quarterly Updates, Mobility Working Group, Proposed TransNet Amendments, and AFA Updates	<p>Arun gave an update regarding the Mobility Working Group meetings he has attended in July and September. Arun said the SANDAG Board will review a list of proposed TransNet Ordinance changes to allow allocation of SMG funds to FACT directly. This is a critical issue that will impact the way FACT is funded in the future.</p> <p>Arun said he attended SANDAG’s Flex Fleets Taskforce meeting on September 15th. The Taskforce is focused on identifying regions in San Diego that will identify projects using Flex Fleets. Contracts will be awarded by SANDAG by December.</p> <p>Arun said the trip cost increases have impacted grant compliance.</p>
Meeting Planning	<p>George said the Norine Sigafoose Award to be presented at FACT’s 2022 Annual Meeting will be given to Hon. Bill Sandke.</p> <p>Arun reminded everyone the meeting will be on Wednesday, December 7, 2022 at the San Diego History Center in Balboa Park, beginning at 8:30 am with call to order at 9:30 am. Confirmed speakers are Councilmember Raul Campillo; Ms. Sharon Cooney of MTS; Mr. Matthew Tucker of NCTD; Deputy Administrator of FTA, Ms. Veronica Vanterpool; Mr. Hasan Ikhata of SANDAG.</p> <p>George said the Board officers nominations were approaching. Phil and Jewel volunteered to be the Nominating Committee and George thanked them for their time.</p>
SANDAG STGP Cycle 12 Applications	<p>Budd said FACT’s primary source of funding is SANDAG’s Specialized Transportation Grant Program (STGP). The Call for Projects for Cycle 12 application is due on October 5th, 2022. 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 TransNet Senior Mini-Grant (SMG) Program funds and \$400,000 in</p> <p>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%.</p>

	<p>Staff recommends applying for SMG and 5310 projects and submitting a Scope of Work for FACT’s CTSA 5310 Allocation. Notice of Award (SANDAG Board Approval) is scheduled for February 24, 2023. Cycle 12 is for a 2-year period.</p> <p>Hon. Bill Sandke said that because the cost of trips has increased, the amount FACT requests should also increase. Budd said SANDAG has caps on the amount each agency receives. Hon. Sandke asked how SANDAG could help with the increase in funds to meet the needs of the region. Brian Lane said the funds allocated to agencies must be dispersed fairly and that (limited) funding is the reason for caps. Funding depends on how available funds are sourced, either by increased local sales taxes or from the federal government.</p> <p>RECOMMENDATION: Staff request 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. Hon. Jewel Edson moved to approve. Hon. George Gastil seconded the motion. The motion was approved unanimously.</p>
<p>Conversation with Guest Speakers Mr. Keith Corry and Hon. Bill Sandke</p>	<p>Arun introduced Mr. Keith Corry, Senior Grants Manager & Government Affairs Advisor, City of San Diego. He thanked Keith for joining the FACT meeting. George said he appreciates all the support FACT receives from the City of San Diego and reminded everyone that Mayor Gloria was a speaker at FACT’s 2019 Annual Meeting as a State Assembly member. Keith said he oversees the city-wide grants program division. This grants program division provides information regarding the types of grant activities the city manages; local, state, and federal and its applications and awards. He said they work closely with outside agencies on transportation projects.</p> <p>Arun said the bulk of FACT’s services is in the City of San Diego and there are things the City can do to provide assistance to the residents that rely on paratransit that are not monetary. Arun said the City could help MTS Taxi Cab Commission by providing FACT with training, maintenance, and the on-boarding of specialized transportation providers by collaborating on bringing additional accessible vehicles to the program. Keith said the City works closely with MTS as the primary transit provider for the City of San Diego, and offered assistance in getting FACT before the MTS Board. Hon. Sandke said as a member of the MTS Board he would assist in getting FACT before the MTS Board.</p> <p>Arun said FACT wants collaboration with the agencies that receive funding regardless of the number of riders using the services. He pointed out that during COVID MTS and NCTD received funding in spite of a huge decrease in ridership. He said the funding for specialized transportation for residents in San Diego County is inequitable with the bulk of it going to the large agencies.</p>

	<p>Susan said this region needs to look at and decide what is the most cost effective, efficient way to create an operating system that works. San Diego is a region that has a lot of needs and there is an opportunity to review if the structure serves the area.</p> <p>Meagan said at the recent SSTAC meeting on September 20, NCTD reported that during COVID their paratransit ridership went down 75% and is now up to 50%; MTS reported their ridership went down to 8% and is now up to 45% of its ridership. These numbers show the huge need to raise the ridership numbers, with FACT's numbers at preCOVID levels months ago. Arun said the real barrier is competition to the funding. Hon. Sandke asked if part of Coronado ferry funding, in Section 8 5390, could be utilized in some way to offset some of FACT's needs. Brian said SANDAG would have to be determine whether it's feasible. Keith thanked the Board for inviting him to participate in the meeting. George thanked Keith for attending.</p>
<p>Executive Director's Report</p>	<p>Arun introduced guest, Mr. Todd Lordson, Transportation Coordinator for the San Diego Regional Center. Arun asked the Board for approval of Todd's CAM membership by acclamation. The Board approved the request unanimously.</p> <p>Arun thanked Hon. Corinna Contreras for her ongoing support and help with NCTD. She said collaboration is important due to the many pockets of needs throughout San Diego County. Building strong partnerships amongst NCTD, MTS and FACT creates well-being in San Diego, and getting people where they need to go builds economic resilience for the County as well.</p>
<p>Board Member Updates</p>	
<p>ADJOURNMENT</p>	<p>The meeting was adjourned at approximately 10:40 am.</p>

ITEM #3

TO: BOARD OF DIRECTORS

FROM: Meagan Schmidt, Director of Operations

RE: FACT Services updates - August 2022

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

BACKGROUND:

	August
SERVICE	ONE-WAY TRIPS
PACE	7
County COVID-19	0
Scripps	132
Escondido	867
County HHSA TB	10
San Marcos	395
Oceanside	0
Parkinson's Assoc.	2
Tri-City	97
211 Cool Zones	2
MV	0
SDG&E	0
RideFACT	1,409
TOTAL	2,921

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 completed 4 trips since June.

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 1,747 were provided through August 2022.

Scripps Health

FACT's service agreement with Scripps Health began January 15, 2020; 2,213 trips were provided through the end of August 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 15,507 trips between November 2019 and August 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. 839 trips have been performed under this contract between late November 2018 through August 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 – August 2022, 208 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 5,654 trips between February 2018 – August 2022. FACT and the City recently signed Amendment 5 to extend the contract through June 2023 and added weekday lunch transportation to the agreement.

MV NCTD LIFT Service

Inactive.

Tri-City Contracts – Emergency Room & Outpatient Behavioral Health

FACT began transportation services for Tri-City Medical Center in December 2016. FACT has provided 6,730 trips for Tri-City patients between December 2016 – August 2022.

RideFACT & Contracted Service statistics ytd for fiscal year July 2019 – August 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
August	3,924	192	178	0	1,716	1,409	307	1,512	2,921	9.3	\$36.37
Subtotal	7,397	419		0	4,795	4,154	641	2,809	6,963		
TOTAL	235,107	12,215	178	0		204,336	16,164	106,612	310,948		

**RECOMMENDATION:
NONE.**

ITEM #4

TO: Board of Directors

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

RE: Financial Updates – Aug 2022 Financial Summary

ISSUE: Aug 2022 Financial Reports Summary:

Balance Sheet vs Prev Year Comparison

- Compared to last year \$533,413.86 is in the bank, 29% more than the previous year.
- FACT is invoiced through August 2022 and has less than 1% more outstanding than previous year.
- Accounts Payables were 45% more than previous year.
- Total Assets were 18% more than the previous year.

The balance sheet through August 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 \$45,211.36 as of August 2022 which has an interest rate of 1% until paid.

Accounts Receivable Status

- \$383,563.55 is outstanding by (10) customers. Of the o/s amount, \$377,573.91 is 60 days or less, \$1,918.12 is less than 90 days, and \$4,071.52 is over 90 days by (2) customers. Every Customer is aware of their O/S balance.

Profit & Loss Budget vs. Actual Report – August 2022

Income thru August 2022 was 4.21% over budget due to a couple factors:

1. Larger TDA payments were received than anticipated
2. Increased rides and cost for RideFACT rides
3. Increased rides and cost for Contracted Services

Overall Expenses were 7.21% under budget due to the following factors:

- Increased rides and cost for RideFACT
- Increase for Website design and maintenance
- Increase for employee recruiting by Indeed

Net Income through August 2022 and at yearend has a positive balance of \$65,321.99

Condensed Grant Balances Remaining

- Total funding available for all grants through August 2022 is \$1,828,523.92.
- CTSA Funds have been allocated through August 2022 totaling \$62,236.00.

- CTSA's temporarily restricted net assets through August 2022 is \$171,987.62.
- Unrestricted Net assets through August 2022 totals \$346,371.10.
- Total Equity as of August 31, 2022, is \$583,680.71

ITEM # 7

TO: BOARD OF DIRECTORS

FROM: ARUN PREM, EXECUTIVE DIRECTOR

RE: SANDAG – Ongoing Discussions and Recent Updates

ISSUE: Ongoing discussions with SANDAG.

Background

FACT was appointed to a sub-committee of the Mobility Working Group (MWG) to review TransNet Ordinance amendments; the sub-committee will meet through May 2023 and provide input TransNet amendment proposals.

The most recent quarterly meeting with SANDAG was held on October 20th; it was joined by Antoinette Meier, Brian Lane and Jenny Russo. The discussion reviewed:

- the marketplace issue related to driver availability and cost of rides - while vendors reported fewer issues with hiring drivers, the cost of transportation continues to be high and volatile.
- Compliance issues and SANDAG's approach to issues with contract compliance due to trip-cost escalation was discussed. SANDAG is reviewing the options to mitigate the impacts of Covid on grants contracts compliance on grantees
- Antoinette Meier recommended review of legislative advocacy and working with FTA to call attention to the scarcity of funding for special needs transportation

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.

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:

Discussion Items (there was no specific follow up):

- *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*

RECOMMENDATION: NONE