

**Board of Directors Meeting Agenda  
Nov 17th, 2022, 9:00am  
ZOOM-ONLY MEETING**

<https://us02web.zoom.us/j/82684446106>

**Meeting call to order, Introductions**

**9:00 am**

- |                             |   |                    |
|-----------------------------|---|--------------------|
| 1.                          | Public Comment  | <b>INFORMATION</b> |
| <hr/>                       |   |                    |
| <b><u>CONSENT ITEMS</u></b> |   |                    |
| 2.                          | Oct 2022 Board Meeting Minutes  | p-2 ACTION         |
| 3.                          | FACT Services Updates through September 2022  | p-6. INFORMATION   |
| <hr/>                       |   |                    |
| 4.                          | SANDAG – Ongoing Discussions and Quarterly Updates, Mobility Working Group (MWG), Flex Fleets Taskforce, and Proposed TransNet amendments | p-10 INFORMATION   |
| 5.                          | 2022 Annual Meetings Planning/ Updates  | INFORMATION        |
| 6.                          | Board Officers Elections – Nominating Committee Report  | ACTION             |
| 7.                          | SANDAG AFA Program Update   | p-11 INFORMATION   |
| 8.                          | <u>Conversation with Guest Speaker – Ms. Clarissa Reyes Falcon</u>  | INFORMATION        |
| 9.                          | Executive Director’s Report <ul style="list-style-type: none"> <li>• NCTD Service Proposal</li> </ul>                                     | INFORMATION        |
| 10.                         | 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*

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**ITEM # 2**

FACT Board of Directors Meeting Minutes  
 October 27, 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, LaVonna Connelly
Board Members Absent	Hon. Kellie Shay Hinze, Hon Bob Campbell
Staff Attending	Arun Prem, Meagan Schmidt, Budd Anderson, Julius Burgos, Ali Poorman, Christian Hernandez, Cynthia Pedersen, Paola Zilli
Public/Guests	Brian Lane, Aly Vazquez – SANDAG, Robert Gebo – NCTD, Ivan Ebba - Care 7 Transport, Inc.
Public Comments	
<p>CONSENT ITEMS:          September Board Meeting Minutes/          Sept FACT Services Updates/Financial Summary, Reports, Audits</p>	<p>Arun said the large dip in the number of available RideFACT rides was due to a cap put in place in July. The cap is set at 30 one way rides per day with no prioritization. FACT has been making referrals to partner agencies; Jewish Family Service (JFS) recently received a grant for specialized senior transportation from the County and has been able to accommodate many of the referred riders. The cost per trip increased each month in early 2022 due to inflation. Arun said the recent cost per trip trend is headed in the right direction, but FACT has limited control over the situation.</p> <p>Phil Monroe said he would like to see the average miles per trip. Arun said the variations in trip length are minor. Phil said FACT’s financial situation appears to be solid and asked if some of the reserve could be used for rides.</p> <p>Julius Burgos reviewed the financial reports stating that compared to last year, Accounts Payables were 45% more than the previous year. Arun said that Phil’s question regarding using funds to provide RideFACT rides is logical, but that payment to the service providers is prioritized with reimbursements from SANDAG paid to FACT afterwards. Because at times the reimbursement cycle is longer than expected, a short cash flow situation develops. Aly Vazquez explained SANDAG’s payment process, and George, Jewel, and Arun thanked her for all she does and for attending the meeting.</p>

	<p>George said that the underlying issue is the cost of rides increasing dramatically which increases the amount FACT uses on rides. He said it would be great to provide more rides, but the reserves would disappear very quickly.</p> <p>Susan Hafner said that the Board should revisit the topic of what appropriate reserves are for FACT as a Board policy. She said transparency in terms of where funding goes, the restrictions, and the good FACT does in the communities are topics that need more discussion. Arun said he appreciated the recommendation for discussing reserves further at the next retreat.</p> <p><b>Motion to approve the September 2022 Consent Agenda Items was made by Hon. Phil Monroe. Susan Hafner seconded the motion. The motion passed unanimously.</b></p>
<p>Update Regarding Meeting with NCTD</p>	<p>Arun said Hon. Corinna Contreras continues to facilitate discussions with NCTD regarding potential projects with FACT, specifically on-demand paratransit services.</p> <p>Hon. Contreras said as an NCTD Board member, it is NCTD’s intent to collaborate with partners. NCTD is looking to work with FACT to facilitate a collaborative agreement and a partnership between the two agencies. George, Phil, and Arun thanked Corinna for her work at NCTD on behalf of FACT. Corinna said that mitigating financial risk is extremely important and NCTD takes FACT’s position into consideration.</p> <p>Arun said he is thankful for Corinna’s help in moving a potential agreement forward during challenging times.</p>
<p>Report on Contactless card fare payments</p>	<p>Meagan gave an update regarding the Contactless Fare Payment Project. The goal of this project was to collect contactless fare payments from riders instead of cash. Phones with an app to collect the fare were distributed to FACT’s vendors. Partners on this project were CAL-ITP, Rebel Group, Elavon, Felix, Visa and FACT. Riders were made aware this technology was available when making their ride reservations. This technology required the tap feature on their credit/debit card in order to participate. Part of the project was to provide feedback on what part of the technology worked and what part didn’t. FACT provided feedback to the tech engineers regarding the functionality of the app during a six-month trial period.</p> <p>Technical issues and low response from the vendors made it difficult to sustain</p>

	<p>interest and use. The partners were appreciative FACT was helpful in troubleshooting the technology, and for now the program has ended.</p>
<p>SANDAG- Ongoing Discussions and Quarterly Updates, Mobility Working Group, Flex Fleets Taskforce, and TransNet Amendments</p>	<p>Arun gave an update regarding the SANDAG Quarterly Meeting on October 20<sup>th</sup> with Antoinette Meier, Brian Lane, Jenny Russo and Arun to discuss FACT's ongoing issues:</p> <ul style="list-style-type: none"> <li>• Driver shortage and inflation</li> <li>• Compliance with grant agreements</li> <li>• Review of grants process</li> <li>• Advocacy for additional funds for Specialized Transportation</li> </ul> <p>Arun said all grantees are dealing with the driver shortage and inflation issues which stress the compliance challenges. He said that there is now a better understanding among agencies through these discussions.</p> <p>Brian Lane said the Quarterly Meetings were providing great discussions and input in the competitive part of the grants program. He said the discussions are beneficial in presenting to the FTA and ITOC how the money is being spent. Aly Vazquez agreed, and said that she and Jenny Russo have been evaluating the issues grantees are dealing with when making decisions.</p> <p>Arun said he recognized the amount of labor and expertise involved in finalizing grants. He said that from a CTSA perspective, FACT would like to advocate for all grantees. Antoinette recommended more focus on advocacy for specialized transportation funding. Arun proposed Mr. Hasan Ikhtrata highlight the inequity of funds for specialized transportation providers during the upcoming Annual Meeting. In doing so, the disparity of funds would be addressed.</p> <p>Phil asked how hospital and other contracts are agreed upon, whether it is a set dollar amount or a per mile rate. Meagan said it varies based on the contract and the mobility needs. Other factors include hospital location, vendor availability, mobility type such as door-through-door, gurney, or out of county. The different factors structure a contract's base rate and per mile rate. Phil asked how inflation affects FACT's contracts with those entities. Meagan said most contracts come up for renewal every year with the terms adjusted for inflation.</p>
<p>Meetings Planning</p>	<p>Arun reviewed information regarding FACT's Board of Directors Annual Meeting</p> <ul style="list-style-type: none"> <li>• Wednesday, December 7, 2022</li> <li>• Location – San Diego History Center, Balboa Park</li> <li>• In-person</li> <li>• 8:30am – 10:45am</li> </ul>

	<ul style="list-style-type: none"> <li>• Speakers</li> <li>• Award recipient – Hon. Bill Sandke</li> </ul> <p>Arun recommended a rehearsal prior to the meeting to fine tune the presentations with help from Board members.</p> <p>Phil reported the Nominating Committee’s (Jewel and Phil) slate for FACT’s 2023 Executive Team. Susan has accepted the Chair position, George has accepted the position of Vice Chair, LaVonna will continue as Secretary, and Phil has accepted continuing as Treasurer. Phil said he was pleased with the continuity during difficult times. Jewel said she looks forward to the Board’s approval of the slate. Arun said the slate could be voted on at the November Board meeting, and he was pleased with the nominations.</p>
SANDAG AFA Program	<p>Arun said the item will be presented to the SANDAG Board in early November so at this time there is no news to report on the Access for All Program Award. Brian said Ben Gemblar will present the results at the Transportation Committee meeting on November 4, 2022.</p>
Executive Director’s Report	<p>Arun said FACT signed a contract with an HR firm that does HR management. This firm will report to Budd and provide support.</p> <p>Arun said several staff and Board members will attend CalACT Conference in Santa Rosa, November 1 -4. FACT will present a workshop on CTSA’s and establishing more CTSA ‘s across the state.</p> <p>Arun asked Hon. Contreras if she would agree to being an additional signer on the checking account in case there is need. Hon. Contreras agreed.</p> <p>The next Board meeting will be on Zoom only, on Thursday, November 17<sup>th</sup>, 2022 at 9:00am.</p>
Board Member Updates	
<b>ADJOURNMENT</b>	<p>The meeting was adjourned at approximately 10:10 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:**

	September
<b>SERVICE</b>	<b>ONE-WAY TRIPS</b>
<b>PACE</b>	<b>0</b>
<b>County COVID-19</b>	<b>0</b>
<b>Scripps</b>	<b>137</b>
<b>Escondido</b>	<b>750</b>
<b>County HHS TB</b>	<b>19</b>
<b>San Marcos</b>	<b>427</b>
<b>Oceanside</b>	<b>0</b>
<b>Parkinson's Assoc.</b>	<b>10</b>
<b>Tri-City</b>	<b>105</b>
<b>211 Cool Zones</b>	<b>14</b>
<b>MV</b>	<b>0</b>
<b>SDG&amp;E</b>	<b>0</b>
<b>RideFACT</b>	<b>1,027</b>
<b>TOTAL</b>	<b>2,489</b>

### **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 18 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 September 2022.

### **Scripps Health**

FACT's service agreement with Scripps Health began January 15, 2020; 2,350 trips were provided through the end of September 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 15<sup>th</sup>. FACT provided 16,257 trips between November 2019 and September 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. 853 trips have been performed under this contract between late November 2018 through September 2022. This contract term is through June 30, 2023.

FACT provided emergency same day transportation to riders and pets during the Border 32 Fire on September 2<sup>nd</sup>. A same day amendment to the current County contract was enacted to respond to the special circumstance.

### **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 – September 2022, 218 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 6,081 trips between February 2018 – September 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 6,835 trips for Tri-City patients between December 2016 – September 2022.



**RideFACT & Contracted Service statistics ytd for fiscal year July 2019 – September 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
September	2,710	63	178	0	1,181	1,027	154	1,462	2,489	8.8	\$37.66
Subtotal	10,107	482		0	5,976	5,181	795	4,271	9,452		
TOTAL	237,817	12,278	178	0		205,363	16,318	108,074	313,437		

**RECOMMENDATION:  
NONE.**

#### ITEM # 4

**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 20<sup>th</sup>; 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 14<sup>th</sup> 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 Ikhrata 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**

**ITEM # 7**

**TO: BOARD OF DIRECTORS**

**FROM: ARUN PREM, EXECUTIVE DIRECTOR**

**RE: SANDAG Notice of Intent to Award to FACT - AFA Cycle 1 funds – Status update**

**ISSUE:**

On Nov 18 SANDAG will present an item to the Board recommending award of Access for All (AFA) Program, Cycle 1 funds to FACT. FACT staff wish to thank the Board Committee – Phil Monroe and Susan Hafner, for assisting with the initial proposal review and for the support with this project application.

The recommendation was made public as part of the Transportation Committee (TC) Agenda Item scheduled for November 4, 2022, however the TC meeting was canceled due to a lack of quorum. Subject to approval by SANDAG’s Board, the program will be implemented during December 2022.

**Background:**

In the grant proposal submitted to SANDAG, FACT proposed a detailed operations plan that was responsive to the objectives and was practical and realistic in terms of implementation. The service proposal was developed with the support of several vendors from within the Brokerage.

As per the Transportation Committee agenda Item, SANDAG recommended an award to FACT of \$2.5m in response to competitive applications for an Access for All (AFA) grant to provide on-demand and real time ride-hail services in San Diego County. This service would enable people with disabilities to get access to the accessible equivalent of LYFT and UBER type service.

FACT proposed a service model which would respond in real time (less than an hour) and up to next day, depending on what the riders preferred. Potential riders would call FACT’s call center and request a ride, which we would confirm for immediate response, or book a ride for later. The fare would be zero in 2022. The proposed vehicles will accommodate a variety of wheelchairs and other mobility devices, and the drivers will be qualified and trained to operate the equipment.

This funding for this grant originated from a 10-cent per ride tax imposed on the TNC’s by PUC. The allocation for San Diego was competitively offered as per the process prescribed by PUC. There were 2 applications, FACT and United Taxi Workers of San Diego (UTWSD). Only FACT’s applicant was funded (for the entire amount). This funding expires on June 30, 2023. FACT is in discussions with UTWSD in order to determine their interest and qualifications for participating in this grant as service provider.

**RECOMMENDATION - NONE**



October 26, 2022 Solicitation Number 982259

Dear Access for All Applicant:

Subject: Notice of Intent to Award for the Access for All Grant Program Cycle 1 Call for Projects

On November 4, 2022, the SANDAG Transportation Committee will be asked to recommend that the Board of Directors adopt the funding recommendations for the Access for All Cycle 1 Call for Projects at their November 18, 2022 meeting. The agenda items for these meetings will be posted on the SANDAG website approximately one week prior to the respective meeting dates.

The funding recommendations are enclosed for your reference. These results are not binding and are contingent upon approval by the SANDAG Board of Directors.

For those applicants selected for funding, once the Board approves the funding recommendations, the next steps in the process are as follows:

- The SANDAG Regional Transportation Improvement Program (RTIP) will be amended to include the awarded projects.
- Grantees will be provided with the Grant Agreement to sign. Per SANDAG [Board Policy No. 035](#), grantees will have 45 days to sign and return the Grant Agreement to SANDAG, otherwise they may face revocation of the grant award.
- Once the Grant Agreement has been fully executed, grantees will receive a Notice to Proceed (NTP). As a reminder, no work can commence, and expenses will not be eligible for reimbursement until the Notice to Proceed is issued.

SANDAG requires its grantees to obtain insurance, as described in the sample Grant Agreement provided with the Call for Projects. The insurance certificates must comply with all requirements of the Grant Agreement and must be provided within 15 days of this Notice. SANDAG will not process the Grant Agreement or issue a Notice to Proceed until all insurance requirements have been met. SANDAG uses a third-party, myCOI, to track and verify insurance coverage. Within the next few days, you will receive an email from [certificaterequest@mycoisolution.com](mailto:certificaterequest@mycoisolution.com) that will allow you to complete the online registration. Upon completion, myCOI will request proof of insurance directly from your insurance agents.

If you have any questions about these results, please contact the Program Manager, Benjamin Gembler at (619) 849-6767 or [Benjamin.gembler@sandag.org](mailto:Benjamin.gembler@sandag.org).

Sincerely,

401 B Street, Suite 800  
San Diego, CA 92101-4231

(619) 699-1900

[SANDAG.org](http://SANDAG.org)



JENNY RUSSO  
Grants Program Manager

Enclosure: Draft Funding Recommendations

**ITEM # 9**

**TO:** BOARD OF DIRECTORS

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

**RE:** Executive Director's Report

**Meetings and Events – November 2022**

- 11/1-11/4 CalACT Autumn Conference, Santa Rosa – George, Susan, Meagan, Ali, Arun
- 11/3/2022 Meeting – SANDAG Flexible Fleet Task Force – Jennifer Williamson, Ashley Wiley, Danielle Kochman, Arun
- 11/3/2022 Meeting – Ordinance Amendment Subcommittee – Michael Terlep, Arun
- 11/3/2022 Meeting – TC Item – Access for All – Michael Simonsen, Anthony Hackett – City of San Diego, Arun
- 11/10/2022 Meeting – TC Item – Access for All – Rosa Olascoaga, Senior Infrastructure and Community Development Policy Advisor/Office of Vice Chair Nora Vargas; George, Susan, Arun
- 11/15/2022 Meeting – SSTAC – Meagan, Arun
- 11/16/2022 Meeting – TC Item – Access for All – Justine Murray, City of San Diego, George, Susan, Arun
- 11/16/2022 Meeting – Ordinance Amendment Subcommittee