

**Board of Directors Meeting Agenda
October 24, 2024; 9:00am**

Zoom ONLY Mtg <https://us02web.zoom.us/j/87698384917>

Meeting call to order, Introductions

9:00 am

1. Public Comment **INFORMATION**

CONSENT ITEMS

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|----|---------------------------------|-----|--------------------|
| 2. | Sep 2024 Board Meeting Minutes | p-2 | ACTION |
| 3. | FACT Services Updates July 2024 | p-6 | INFORMATION |
| 4. | July 2024 Financial Summary | | INFORMATION |
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| 5. | 2024 Meetings - Annual Meeting Planning | | INFORMATION/POSSIBLE ACTION |
| | <ul style="list-style-type: none"> • Partner of the Year • Speakers • Giveaway, Annual Report Update • Proposed in-person Board Meetings Scheduling | | |

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| 6. | Board Officers Nominating Committee Report | p-11 | ACTION |
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| 7. | FACT Owned Vehicle Leasing/Sharing | p-15 | ACTION |
| | <ul style="list-style-type: none"> • Amended Vehicle Lease Policy • Recommendation for Vehicle Donation to St. Paul's • Dispatch Software update | | |

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| 8. | SANDAG Updates | p-15 | INFORMATION |
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| 9. | Updates on Grants | | INFORMATION |
| | <ul style="list-style-type: none"> • Cycle 13 STGP Grant(s) Submission • Updates on CE, Ramona Shuttle, AFA-2 | | |

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| 10. | Conversation with Guest Speaker (Invited) | | INFORMATION |
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| 11. | Executive Director's Report | p- 18 | INFORMATION |
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| 12. | Board member and CAM updates | | INFORMATION |
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ADJOURNMENT

ITEM # 2

**FACT Board of Directors Meeting Minutes
September 26, 2024 9:00am
Zoom only meeting**

Board Members Attending	Susan Hafner, Hon. George Gastil, Hon. Dave Roberts, LaVonna Connelly, Hon. Jewel Edson, Hon. John Duncan, Hon. Bob Campbell
Board Members Absent	Hon. Corinna Contreras, Hon. Kellie Shay Hinze
Staff Attending	Arun Prem, Julius Burgos, Ali Poorman, Christian Hernandez, Cynthia Pedersen, Paola Zilli, Sofia Hughes, Elena Alegria, Lindsey Poorman
Public/Guests	Hon. Luz Molina - Councilmember, National City
Public Comments	
Consent Items: Board Meeting Minutes – July 2024/FACT Services Updates – June 2024/June 2024 Financial Summary	Motion to approve the Consent Items was made by Hon. Dave Roberts. LaVonna Connelly seconded the motion. The motion passed unanimously.
2024 Meetings – Annual Meeting Planning – Partner of the Year Nomination; Speakers; Giveaway, Annual Report Update	<p>Arun reminded everyone that the 19th Annual Board of Directors Meeting is on Wednesday, December 4th at the Mingei International Museum in Balboa Park. Networking will begin at 8:30am with call to order at 9:00am. Invited speakers include Clarissa Falcon from California Transportation Committee and San Marcos Mayor Rebecca Jones. Invited speakers include SANDAG CEO Mario Orso and SANDAG Chair Nora Vargas, among others.</p> <p>Two giveaway items were shown to the Board for feedback. Arun asked for input from the Board regarding Partner of the Year nominations. Discussion followed with feedback regarding both topics.</p> <p>Arun suggested the option that both items could be gifted since both promote FACT. Consensus from the Board was to delegate staff’s decision regarding the giveaways, factoring cost and outreach.</p> <p>Motion to approve Clarissa Falcon from CTC was made by Hon. Dave Roberts. Hon. Jewel Edson seconded the motion. The motion passed unanimously.</p>

<p>Board Officers Nominating Committee</p>	<p>Susan informed the Board that she is not seeking the position of Chair for 2025, and volunteered to be on the Nominating Committee. Jewel and Dave offered to serve on the nominating committee.</p>
<p>RideFACT & RideFACTNOW Updates: June 2024 Service Data RideFACT – June 2023 - June 2024</p>	<p>Christian Hernandez gave an update regarding RideFACT. The number of rides per day has increased from 30 one-way trips to 40 one-way trips. Because of the cap, rides are not provided on weekends.</p> <p>As of early September, FACT ended its contract with CARS, the after-hours call center service, due to a contract amendment that would increase the cost substantially. Staff is currently looking for another after-hours call center to replace CARS. Christian introduced Mobility Coordinator, Lindsey Poorman, who will provide weekend phone coverage for contracted services that operate on weekends. Christian introduced new Mobility Coordinator, Elena Alegria, who replaces Valerie Pacheco.</p> <p>Christian said FACT is looking into transportation software that would allow providers better real time accessibility and capabilities at a more affordable cost.</p> <p>Susan said there are numerous transportation software companies that provide similar options but may have contract requirements that are not disclosed, such as liability and data ownership.</p> <p>Christian said St. Paul’s Senior Services expressed interest in a FACT leased vehicle currently in their service. FACT will bring back the topic of vehicle retirement or donation as a consent item before the Board for approval.</p> <p>Ali Poorman gave a RideFACTNOW summary of the AFA program which began on June 1, 2023 and ended on June 14th, 2024. A total of 24,499 one-way trips were completed, 10,779 (43%) of those were WAV trips at an average cost of \$78.84 per trip. The average length of these trips was 13.52 miles; response time was under one hour, with 75% of them under 15 minutes response time.</p> <p>Top trip purposes were medical, social, and dialysis. The top three cities served were City of San Diego, Chula Vista, and Oceanside. RideFACTNOW served 1,820 unique riders; 3,337 total cancellations, 1,576 no-shows, and 1,296 denials.</p> <p>Susan said RideFACTNOW fills a huge need in the community and the great pilot information supports for continuation of the program. Hon. Bob Campbell asked what the primary reason for a ride cancellation is. Christian</p>

	<p>said cancellations are primarily for medical reasons, with doctor appointments taking longer than anticipated or the need for a rider to visit a lab which changes the pick-up time reservation. FACT ensures a rider has a return trip home by sending another vehicle if necessary.</p>
<p>SANDAG Updates</p>	<p>Arun conducted outreach meetings with various TC and SANDAG Board Members in August and September to discuss FACT’s status as CTSA and SANDAG funding.</p> <p>SANDAG has proposed Micro Transit Grants that total \$8.5 million that will promote microtransit programs in various parts of the county. Each project will be limited to \$1 million and SANDAG is proposing a 20% match for the grantees. These grants appear to exclude nonprofit agencies from applying due to sustainability concerns. Government and city agencies will be eligible. Nonprofits will be able to partner with government agencies and be a part of the project.</p> <p>Arun recommended SANDAG not exclude nonprofits at the Mobility Working Group and SSTAC meetings he attended.</p> <p>Susan said San Diego has been a region that welcomes nonprofits and new service models. She said this is contrary to the Big 5 Regional Plan that included nonprofits.</p> <p>LaVonna thanked Arun for doing the CTSA outreach and differentiating FACT from other nonprofit transit agencies to maintain sustainability in the region.</p> <p>Arun said AFA announcement for funding has been delayed to at least October.</p>
<p>Updates on Grants - Board Authorization for Cycle 13 STGP Grant(s) Submission/ Updates on CE, Ramona Shuttle, AFA - 2</p>	<p>Sofia Hughes gave an update regarding the AFA Cycle 2 evaluation process with the intent to award sometime in October. Cycle 13 SGTP Grant application is being finalized and will be submitted soon. The Community Enhancement Grant was recently submitted. The Ramona Shuttle Grant continues to be finalized with the Ramona Water District.</p> <p>RECOMMENDATION: Staff requests Board approval for submittal of the Cycle 12 SGTP Grant Application. Motion to approve was made by Hon. George Gastil. Hon. Dave Roberts seconded the motion. The motion passed unanimously.</p>
<p>Conversation with Guest Speaker - Hon. Luz Molina,</p>	<p>Arun introduced Hon. Luz Molina, Councilmember, National City - District 1, and thanked her for meeting with him to discuss FACT’s role, funding, and specialized transportation in San Diego.</p>

<p>Councilmember, National City</p>	<p>Councilmember Molina gave thanks for the invitation to meet with FACT. She said she has learned a lot about specialized transportation and flexible fleets in the region. Hon. Molina said it's important and necessary to support FACT to help folks who can't otherwise move around from place to place with ease. She said the work FACT does is recognized and appreciated in the San Diego region.</p>
<p>Executive Director's Report: July Sep 2024 Outreach/New Staff/In-Person Board Mtg Proposal/Ombudsman</p>	<p>Arun recently met with Rep. David Alvarez and Mayor John McCann of Chula Vista.</p> <p>Due to schedule conflicts, George suggested the Board meet in person three times yearly: the annual retreat, the Annual Meeting, and perhaps at the FACT office between those fixed meetings. Otherwise, Board meetings will be held virtually on Zoom which works best for Board and staff. This topic was referred for further discussion at a future Board meeting.</p>
<p>Board member and CAM Updates</p>	<p>Susan reminded the Board of the upcoming APTA Conference in Anaheim September 29 - October 2, 2024.</p> <p>George said he recently chaired an MTS Accessibility Services Advisory Committee meeting and is getting to know the new MTS Director of Paratransit, Charles Posejpal.</p>
<p>ADJOURNMENT</p>	<p>The meeting was adjourned at 10:30am.</p>

ITEM # 3

TO: BOARD OF DIRECTORS

FROM: Ali Poorman, Contracts Manager

RE: FACT Services updates – JULY 2024

ISSUE:

This item presents a monthly RideFACT and agency services update.

	JULY 2024
SERVICE	ONE-WAY TRIPS
ACS	0
UCSD	14
Scripps	265
Escondido	750
County HHSA	30
San Marcos	444
Tri-City	100
Cool Zones	0
SDG&E	0
MV	0
SUBTOTAL	1,603
RideFACT	814
TOTAL	2,417

UCSD Shiley-Marcos Alzheimer’s Disease Research Center

By July 2024, a total of 247 trips had been successfully executed. During the summer of 2022, contracted trips for patient transportation for ongoing Alzheimer's clinical trial participants. The contract was extended in January 2024. Additionally, in December 2023, UCSD Health collaborated with 211 to arrange trips for discharged patients attending follow-up medical appointments. This pilot program, spanning from December 2023 to March 2024, resulted in 168 completed trips and demonstrated remarkable success, evidenced by only one hospital readmission.

City of San Marcos

Between February 2018 and July 2024, FACT has conducted 15,053 lunch shuttle and Catch a Ride! trips. Catch a Ride! offers transportation services for qualifying seniors aged 60+ within the San Marcos city limits, as well as for medical appointments outside the city within a 20-mile radius. Recently, FACT and San Marcos extended the contract until June 2026.

211 Cool Zone Transportation

As of July 2024, six trips have been completed. FACT agreed to continue the seasonal contract until 2025. In 2022, FACT completed 20 trips. In 2021, 211 asked FACT to help transport people to and from Cool Zones set up by the County of San Diego for heat relief during the summer and early fall. FACT signed a contract in June 2022 to receive direct referrals for this program through 211's Community Information Exchange (CIE) platform.

Scripps Health

Through July 2024, a total of 6,399 trips were provided. FACT provides transportation services for various Scripps facilities, including Encinitas Scripps, Prebys Cancer Clinic, Scripps Mercy Hospital in Hillcrest and Chula Vista, Scripps Green, Scripps Advanced Care Clinic, and Scripps Vista Clinic. The service agreement between FACT and Scripps Health commenced on January 15, 2020. FACT's brokerage vendors transport patients to and from hospitals, clinics, pharmacies, residences, and even hospitals located outside San Diego County. FACT signed an Evergreen contract amendment in August 2021. The contract term was renewed in January 2024 through 2026.

City of Escondido

Between November 2019 and July 2024, FACT facilitated 29,468 trips. FACT provides transportation to and from the City of Escondido's senior lunch nutrition program, available Monday through Friday. This service commenced on November 1, 2019. However, trips were temporarily halted from mid-March 2020 to May 2021 due to the COVID-19 pandemic. Service resumed on June 15, 2021. The contract term for this arrangement was extended through June 2025, with the option for up to two renewal periods.

County HHSA

1,359 trips have been conducted under this agreement from late November 2018 through July 2024. This service offers transportation for non-contagious Tuberculosis patients from their homes to clinics for treatment on behalf of the County. The contract is set to continue until December 31, 2028. This contract term was extended in January 2024.

American Cancer Society

As of July 2024, FACT provided 165 medical trips for chemotherapy and radiation treatments. FACT has partnered with the American Cancer Society (ACS) to address access to care barriers for patients with cancer through their grant program beginning April 1, 2024, to March 31, 2025.

NCTD- Same-day Transportation Service & LIFT/MV Service

The NCTD Pilot program is a same-day transportation service for all NCTD-certified LIFT customers. NCTD LIFT customers request trips directly to FACT. The pilot program commenced on January 1, 2024 – June 30, 2024. As of June 2024, FACT completed three trips. LIFT service is inactive.

Tri-City Contracts – Emergency Room & Outpatient Behavioral Health

FACT has provided 8,503 trips for Tri-City patients discharged from ER between December 2016 and July 2024. FACT began transportation services for Tri-City Medical Center in December 2016.

MTS/First Transit/TransDev FACT provided accessible next-day trips during the MTS/First Transit/TransDev work stop. FACT completed 1,826 trips between May 1- July 13, 2023.

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
Subtotal 2019	9,225	1075	174		29,841	28,628	1213	8,764	37,392		
Subtotal 2020	14,956	2109	185		29,808	28,455	1353	11,606	40,061		
Subtotal 2021	20,687	3729	189	10	41,959	37,293	4666	5,568	42,861		
Subtotal 2022	31,811	2232		5	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
October	3,444	108	179	1	1,000	850	150	1,426	2,276	9.8	\$ 37.32
November	2,199	106	179	0	798	717	81	1,369	2,086	10.3	\$ 39.26
December	3,043	77	177	0	797	750	47	1,245	1,995	10.6	\$ 40.66
January	2,494	96	177	0	748	694	54	1,289	1,983	11.1	\$ 37.54
February	2,410	90	180	3	789	677	112	1,355	2,032	9.9	\$ 33.35
March	4,183	112	184	4	856	744	112	1,717	2,461	9.5	\$ 30.99
April	2,064	122	184	0	889	747	142	1,478	2,225	9.4	\$ 27.26
May	3,422	90	184	0	821	710	111	2,340	3,050	9.8	\$ 30.05
June	4,636	86	184	0	1,141	1,064	77	2,600	3,664	10.3	\$ 39.07
Subtotal 2023	38,002	1369		8	13,815	12,134	1,681	19,090	31,224	9.85	\$ 35.56
						212,316	17,016	122,893	335,209		
July	3,349	137	184	0	1,502	1,299	203	1,530	2,829	12.18	\$ 118.80
August	4,178	164	184	0	1,697	1,503	194	1,578	3,081	26.19	\$ 105.65
September	3,230	132	184	0	1,874	1,748	126	1,328	3,076	12.73	\$ 91.36
October	3,767	165	184	0	2,316	2,117	199	1,455	3,572	12.4	\$ 89.53
November	2,977	76	173	0	2,171	1,990	181	1,303	3,293	13.1	\$ 81.69
December	2,331	132	177	4	2,207	2,148	59	1,055	3,203	12	\$ 70.61
January	3,364	134	177	0	2,362	2,328	34	1,352	3,680	12.16	\$ 69.31
February	3,267	103	177	0	2,516	2,436	80	1,210	3,646	12.01	\$ 69.85
March	2,903	121	177	0	2,728	2,684	44	1,464	4,148	12.54	\$ 69.33
April	3,368	96	177	0	2,059	2,045	14	1,444	3,489	12.36	\$ 72.33
May	3,258	126	182	5	2,415	2,400	15	1,457	3,857	13.13	\$ 71.27
June AFA					1,061	1,052	9		1,052	12.98	\$ 72.91
June RF	3,197	84	181	1	752	749	3	1,200	1,949	10.09	\$ 34.51
Subtotal 2024	39,189	1470			25,660	24,499	1,161	16,376	40,875		
						236,815	18,177	139,269	376,084		
July	3,607	77	181	0	814	814	0	1,603	2,417	9.17	\$ 24.83
Subtotal 2025	3,607	77				814	0	1,603	2,417		
		14,549				237,629	18,177	140,872	378,501		

ITEM # 4

TO: BOARD OF DIRECTORS

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

RE: July 2024 Financial Summary

ISSUE:

Summary of July 2024 Financial Statements:

Balance Sheet vs Prev Year Comparison

- Compared to last year \$395,433.17 is in the bank, 84% less than the previous year.
- FACT is invoiced through July 2024 and has 33% more outstanding than the previous year.
- Accounts Payables were 77% less than the previous year.
- Total Assets were 48% less than the previous year.

The balance sheet through July 2024 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 \$15,796.97 as of July 2024 which has an interest rate of 1% until paid.

Accounts Receivable Status

- \$709,383.09 is outstanding, by (8) customers. Of the o/s amount, \$249,337.97 is 60 days or less, \$286,033.89 is over 60 days and less than 90 days, and \$174,011.23 is over 90 days by (4) customers. Each Customer is aware of their O/S balance.

Annual Profit & Loss Budget vs. Actual Report thru July 2024

Annual Income thru July 2024 was 61.01% under budget due the following factors:

1. SANDAG C12 5310 is allocated at 20%.
2. SANDAG C12 SMG was not awarded and 20% is allocated to FACT as a match.
3. One-Call/One-Click Access grant is still pending.
4. Caltrans 5310 is allocated to 40% in July.
5. TDA Article 4.5 July payment received in August.
6. RideFACT C12 SMG 50% allocated C12 SMG not awarded, 50% is allocated to FACT as a match.
7. High Demand for Scripp, Escondido, and San Marcos. The Romana contract is pending.

Overall Expenses were 41.36% under budget due to the following factors:

- Employee Recognition pending.
- Online Transportation Platform still pending.
- No Motor Vehicle Expenses to date.
- Ramona contract pending and no expenses were charged.

- High demand for Scripps, Escondido, and San Marcos continues.
- Salary & Wages lower than anticipated in July.

Condensed Grant Balances Remaining

- Total funding available for all grants through July 2024 is \$2,311,996.74.
- CTSA Funds allocated through July 2024 were received in August totaling \$25,502.00.
- CTSA's temporarily restricted net assets through July 2024, is \$199,702.64.
- Net Income through July totals (\$30,078.21).
- Unrestricted Net assets through July 2024 total \$1,031,279.53.
- Total Equity as of July 31, 2024, is \$1,200,903.96.

ITEM # 6

TO: BOARD OF DIRECTORS

FROM: Arun Prem, Executive Director

RE: 2025 Board Officer Elections – Nominating Committee Report

ISSUE: Recommendations for Board to address matters pertaining to governance:

BACKGROUND2024 Board Officers Nominating Committee:

The process of electing Board Officers involves development of a slate of Officers that the Board will approve and vote on. A Nominating Committee appointed by the Board Chair (Susan Hafner, Hon Dave Roberts and Hon Jewel Edson) will reach out to all Board members and based on the input, propose a Slate of Officers to the Board for Calendar year 2025.

The Board Exec Committee requested the Nominating Committee to reach out to all Board members and solicit input re. their interest in the nominations. The Committee met on Oct 21 and reviewed the input from the Board and status of nominations.

RECOMMENDATION

Staff recommends that the Board review the slate of Officers for calendar year 2025 presented by the Board Officers Nominating Committee and take action in order to approve the slate before a vote.

ITEM # 7

TO: BOARD OF DIRECTORS

FROM: Christian Hernandez, Operations Manager and Arun Prem, ED

RE: Updated Vehicle Leasing/Donations Policy; Recommendation for a vehicle donation to St. Paul's

ISSUE:

FACT Vehicle Lease **and Donation** Policy
Adopted July 2013
Revised July 2014
Revised September 2014
Revised October 2024

METHOD OF SOLICITATION

PART A

The Method of Solicitation will be used by FACT when it has committed in a grant proposal to hold an open competitive process for selecting vendors to lease new grant-funded vehicles.

Consistent with grant program guidelines, an open competitive process is not required if:

- *Identifying vendors to partner with FACT on a joint grant application for new vehicles - FACT may pre-qualify a vendor at the time it submits a grant application for a new grant-funded vehicle.*
- *FACT is identified as a recipient of an underutilized vehicle - If FACT is transferred an underutilized vehicle from another organization, the federal grant programs (5310/New Freedom/JARC) allow FACT to select a viable vendor and execute a third-party lease agreement / MOU to operate the transferred vehicle.*

The opportunities for partnerships involving grant funded vehicles will be limited to vendors who are contractors in the brokerage. Potential vendors must register and be approved to be a FACT contractor in the brokerage before qualifying for grant funded vehicles. The solicitation process will begin as early as possible and allow sufficient time if possible to complete the brokerage contract within the notification period. FACT also will encourage prospective contractors to join the brokerage on an ongoing basis.

Outreach for Open Competitive Process

- Both verbal and written announcements will be made if feasible at bimonthly Council on Access and Mobility (CAM), bimonthly SANDAG Social Services Transportation Advisory Council (SSTAC), and quarterly Alliance for Regional Solutions (ARS) meetings at least once each during the solicitation process unless a meeting is cancelled.

- Post notice of solicitation electronically through the FACT and CalACT websites
- Allowing a minimum of 30 days to respond.
- Email solicitation to all addresses in the FACT mailing list. The contact list is updated on an ongoing basis as needed. All Board of Directors, CAM and TAC (Technical Advisory Committee) members and current brokerage vendors are included in this mailing list.

VENDOR SELECTION PROCESS

1. FACT may select vendors that specifically address a FACT organizational priority:
FACT Organizational Priorities – FACT operational and service needs, which include but are not limited to:

(a) Contracted services support - Subcontractors (transportation service providers) involved in any of FACT's contracted services that would require assistance to expand their capacity to perform trips as needed by the agency contracted with FACT.

(b) Rural area support – A vendor within or near a non-urban/rural area that would require a vehicle to assist FACT with rural area trips and provide transportation to rural area residents

Demonstrating the ability to support a FACT organizational priority may in itself serve as a qualification for vendor selection irrespective of the other criteria. The Executive Director will report to the Board a detailed rationale for the vendor selection. The commitment to meet the organizational priority will be incorporated into the third-party lease agreement / MOU between FACT and the selected vendor. The lease will also include the option for FACT to withdraw the vehicle from the particular service if the organizational priority objective is not met or is no longer valid.

If an organizational priority is not identified, FACT will use the following criteria for evaluating prospective vendors:

2. Proposer's Qualifications and Information
 - Nature, quality, and relevance of previous and/or current services
 - Experience, competence, and role of key staff
 - Financial strength and stability
3. Technical Experience and Service Capabilities
 - Demonstrated experience of the VENDOR in relation to the scope and quality of service provided to target customers
 - Demonstrated technical capacity to inspect and maintain accessible vehicles and equipment.
 - Innovative approaches to use and integrate equipment or potential for system flexibility and upgradeability [e.g. *communication systems and/or mobile data terminals (MDTs)*]
 - Commitment to the project for the minimum required timeframe
 - Demonstrated ability to meet or exceed the project objectives
 - Demonstrated ability to comply with all applicable regulations

4. Cost/Best Value

- Ranking of comparative costs per trip among other Proposers, providing the best value for services offered.

A review committee comprised of at least one FACT staff member, CAM members, and any Board appointee/s will review, score, and rank the proposals based on the selection criteria. The review committee will forward their recommendations to staff and final recommendations will be forwarded to the Board for approval.

PART B when FACT wishes to donate a vehicle that qualifies for donation based on FTA, CalTrans or SANDAG regulations and policies, the following process will apply:

Vehicles may be donated to FACT's brokerage vendors with Board approval; if the Brokerage vendors do not have the capacity for these vehicles, FACT may offer them to other nonprofits or dispose of them at the prevailing market rate with approval from the Board.

ITEM # 8

TO: BOARD OF DIRECTORS

FROM: Arun Prem, ED

RE: SANDAG Updates

ISSUE: Ongoing update on discussions and actions involving SANDAG

BACKGROUND

In August and September 2024, there were no formal updates on AFA Cycle-2 evaluation. Based on recent indications, the implementation is likely to be delayed significantly.

FACT is planning to submit Cycle 13 SGTP grant applications as per the SANDAG Board actions taken in July 2024.

During September 2024 Mobility Working Group Meeting (MWG), and SSTAC, SANDAG staff presented a plan to issue a call for Microtransit grants; available funding approx. \$8m in Jan 2025. Staff proposal restricts Nonprofits from applying directly. Only government entities may apply. Individual grants awards will be limited to \$1m, with a 20% match requirement. FACT provided public comment questioning this inequitable approach, calling attention to the potential negative impacts, and recommending against it.

FACT's meeting request with SANDAG's CEO is still under review.

On July 19, 2024 TC considered FACT's request to amend the proposed match against the Section 5310 funding award from 50% to 20%, which is allowable by FTA., and increase the per trip rate from \$32 to \$37. SANDAG staff recommended against the approval based on their view that it creates a fairness issue. FACT explained in a letter to TC that the 50% match commitment pertained to FACT's original Cycle 12 RideFACT application, which was not funded. Therefore, the match requirement should not carry forward to supplemental funds provided to FACT. FACT also explained that it was presumed AFA funds would provide the match, which did not turn out to be the case. FACT cost per trip for RideFACT trips (next day) increased due to the increase in average trip length from 9 miles to 13 miles. The TC approved SANDAG staff recommendation to deny FACT's request for amendments. SANDAG's Board will review the TC recommendation on Friday, July 26th.

TC Discussion on Funding for FACT services on May 17, 2024 was consistent with the February 16 discussion where FACT staff, riders and several vendors urged the TC to confirm the recommendation approved in Feb – i.e. *Provide approximately \$845,000 annually to FACT for the next two years using only Section 5310 funding (fully fund the RideFACT portion of the*

*request only). FACT would provide the 20% matching funds (\$170,000 approx. annually). TC also recommended that FACT have the option to compete for STGP Cycle 13 Call for Projects. **The TC chose to amend their prior recommendation to maintain the set aside (\$1.7m in Section 5310 funds)) and prevent FACT from applying for additional Section 5310; FACT would be able to apply for up to \$1m in SMG funds.***

The above action was the result of some nonprofits as well as the transit agencies commenting on the high cost of RideFACTNOW compared with the cost of other service providers. SANDAG staff and some TC members clarified the comparison between accessible and ambulatory rides, as well as rides provided by volunteers compared with contracted rides was not valid and needed to be viewed in context.

The impact of the TC's action, if approved by SANDAG's Board would be to cap FACT's STGP grants at \$2.7m. The other STGP applicants' grant requests would be capped at \$2.2m.

SANDAG staff recommended that the during its meeting on June 28, 2024, the Board approve the TC's recommendations:

1. Approve the proposed STGP Cycle 13 call for projects, including the evaluation criteria and process for awarding funding, except that the Board shall retain discretion over final Section 5310 awards subject to FTA requirements and a two-thirds vote of the Board.
2. Lower the maximum amount of SMG funding an applicant can receive to \$1 million and keep the existing maximum amount of Section 5310 funding an applicant can receive at \$1.2 million.
3. Approve a 26% annual allocation of Federal Fiscal Year 2023 and 2024 Section 5310 pass-through funding available (approximately \$835,543 and \$856,666 respectively) to Facilitating Access to Coordinated Transportation (FACT) for RideFACT service.
4. Should the Board approve a direct allocation of Section 5310 funds to FACT, exempt the direct allocation of Section 5310 funds to FACT from FACT's maximum grant award amount, and prohibit FACT from competing for and/or receiving the remaining Section 5310 grant funding.
5. Reinstate the allowability of indirect costs for the SMG program starting with the STGP Cycle 13 call for projects consistent with the proposed indirect cost guidelines.

BACKGROUND

TC Discussion on Funding for FACT services on Feb 16, 2024: The TC action on Agenda Item 7 was preceded by Item 6 - a presentation by MTS and NCTD re the mandated ADA paratransit services, and need to maintain funds for the services.

*Following the Transportation Committee's **October 20, 2023, meeting**, FACT provided SANDAG with a memo describing its RideFACT funding request (Attachment 2). In its memo, FACT requested \$843,924 annually for RideFACT, or nearly \$1.7 million for two years, which is an approximately 110% increase over its \$800,000 RideFACT request through the STGP Cycle 12 Call for Projects. FACT also requested \$1,512,000 annually for its CTSA and mobility management activities, which is nearly a 31% increase over its STGP Cycle 12 mobility management award combined with its dedicated TDA Article 4.5 funding. SANDAG's Data*

Science team reviewed the FACT memo and determined the RideFACT request and methodology used were reasonable based on an analysis of the baseline data FACT provided and changes in fuel prices and population growth.

Important Factors to Consider

The two sources of funding the Transportation Committee could consider allocating to FACT because they do not require a competitive selection process are the Section 5310 Program and the Transportation Development Act (TDA) Article 4.5. funds. Federal Transit Administration (FTA) regulations require that the Section 5310 funding be accompanied by a minimum 20% match of non-federal sources, so any allocation of those funds would require FACT to provide the required match. The Transportation Committee could consider allocating TDA Article 4.5 funding to FACT to supply the required match. Either allocation would require approval through the Board of Directors. The Section 5310 allocation could accompany the Cycle 13 STGP Call for Projects; however, the TDA allocation would require an amendment of [SANDAG Board Policy No. 027](#).

Option 1: Provide approximately \$2.3 million annually to FACT for the next two years using Section 5310 and TDA Funding (fully fund the FACT request).

Option 2: Provide approximately \$1.6 million annually to FACT for the next two years using Section 5310 and TDA Funding (partially fund the FACT request).

Option 3: Provide approximately \$845,000 annually to FACT for the next two years using only Section 5310 funding (fully fund the RideFACT portion of the request only). FACT would provide the 20% matching funds (\$170,000 approx. annually). TC also recommended that FACT have the option to compete for STGP Cycle 13 Call for Projects.

Option 4: Do not allocate any funding for FACT at this time and require them to compete for funding through the STGP and AFA grant programs.

ITEM #

TO: BOARD OF DIRECTORS

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

RE: Executive Director's Report –October 2024

Meetings and Events – September 2024

9/27/2024 Meeting – SANDAG Board of Directors

9/29/2024 APTA Fall Conference – Anaheim – Susan Hafner, Christian, Ali, Arun

Meetings and Events – October 2024

10/7/2024 Meeting – Audit Kickoff – Julius, Mikaylyn Tallman – Davis Farr LLP, Arun

10/8/2024 Meeting - WTS SD Olympic + Paralympic Games

10/8/2024 Meeting – CAM – Ali, Christian, Sofia, Paola, Cynthia, Arun

10/11/2024 Meeting – SANDAG Board of Directors

10/13/2024 Meeting – CalACT Board

10/15/2024 Meeting – October Agenda Review

10/18/2024 Meeting – Transportation Committee - Sofia

10/25/2024 Meeting – SANDAG Board of Directors