

FACT Board of Director's Meeting Minutes

November 16, 2011

Encinitas City Hall, Encinitas, CA 92024

Board Members Attending	John Aguilera, Teresa Barth, Bob Campbell, LaVonna Connelly, Phil Monroe, Dave Roberts (via phone)
TAC Members Attending	Janelle Carey – MTS; Danielle Kochman - SANDAG
Board Members Absent	None
Staff Attending	Arun Prem, Kelly McGrane, Patty Pauletto, Meagan Schmidt
Public/Guests	Arturo Ayala, Marco Cardoso – Sol Transportation; Laurie Edwards-Tate – At Your Home Familycare; Lois Knowlton – Poway Adult Day Healthcare Center; Tracy Reid – Ninthlink, Willie Wahba – Care 4 U Mobility
Introductions	Chair Phil Monroe called the meeting to order at 9:06 AM. Introductions were made.
Approval of October Meeting Minutes	Phil Monroe asked for any corrections to the October Minutes Motion to approve the October Board Meeting Minutes made by Bob Campbell. Second by Teresa Barth. The motion passed unanimously.
Board Chair Report	Phil received an e-mail from Laurie Edwards-Tate on November 14 th resigning from the FACT

	<p>Board. Laurie was attending the meeting as a guest.</p>
Public Comments	<p>None</p>
Board Member Comments	<p>Dave Roberts telephoned from Washington, D.C. where he would be sworn in as the co-chair of a national federal advisory commission at the Department of Health and Human Services Agency focused on Medicare, Medicaid and CHIP.</p> <p>Teresa Barth attended the Alliance for Regional Solutions (ARS) Quarterly meeting and was pleased to see Arun there.</p>
Executive Director Report	<p>Arun said many of the meetings he attended in the last month were centered on planning for FACT's new service for seniors in Escondido, Rancho Bernardo, and Poway.</p> <p>Arun met with Kathryn Holt, Poway Adult Day Healthcare Center Director, who offered the center and clients for photography purposes to be used on the new FACT website.</p> <p>ARS endorsed the JARC grant, transportation to and from work, which FACT is applying for. They do not have funds to match the grant but have offered in-kind services.</p> <p>Arun attended the "Building Better Business" event at Encinitas City Hall hosted by County Supervisor, Pam Slater-Price and Nick Macchione, Director of the County of San Diego Health and Human Services Agency.</p> <p>FTA announced the results of the Veterans (VTCLI) grant; there were 55 winners nationwide. There were only two successful grantees in California, LA Metro and SANBAG (San Bernardino Association of Governments). LaVonna Connelly asked if there was any response regarding FACT's request to waive matching funds. Arun said he spoke with Doug Bernie, the grant administrator, regarding the difficulties to find a sponsor and matching funds. He referred Arun to Region 9 FTA in San Francisco, who offered assistance in encouraging sponsorship with SANDAG.</p> <p>There were 1,707 hits on the STRIDE website and a record high of 100 telephone referrals for the month of October. Arun said there may be need for a second Mobility Coordinator, he had planned to wait until the SANDAG grants were signed prior to hiring; however, the increased</p>

	<p>demand for referrals may require additional staffing. Bob asked if the majority of calls were from repeat callers or new callers. Patty Pauletto said rarely are there multiple calls from the same individuals, the majority are new one-time callers. Arun spoke with William York, COO of 2-1-1 at the “Building Better Business” event and thanked him for the referrals from 2-1-1 to FACT. Mr. York said he will be following up with Arun to schedule a meeting.</p>
<p>Website and branding update</p>	<p>Tracy Reid from Ninthlink presented updates on the FACT website design based on Board Member and staff feedback. Susan Hafner asked if the trip planner would work for public transit options. Tracy said the google map will have bus routes available. Arun said Patty and Kelly were working with SANDAG on updating the transportation providers on STRIDE for the new website. Board Members discussed the wording for a button using “contribute”, “support”, or “donate”. Arun suggested “get involved”. Arun requested the Board Members to arrive early to the Annual Meeting to take photographs for the Board page on the website. The Board provided feedback on the Board page and other aspects of the website. Board members asked to have brief biographical and contact information listed.</p>
<p>Potential for Conflict of Interest</p>	<p>Phil Monroe reviewed the Conflict of Interest policy from the FACT bylaws. He asked the Board’s opinion on closed session to discuss conflict issues. Bob said it was a matter of discretion and the Board would never want to embarrass any members. Phil said closed session would be appropriate in the future. LaVonna mentioned that there might have been potential conflict when she was employed by At Your Home Familycare (AYHFC) but she disclosed it. Dave said Laurie was a resource to the Board for senior service information and would like her to stay on. Phil discussed the possibility of visiting AYHFC the following week.</p>
<p>Subcommittee Reports: Escondido, Rancho Bernardo, Poway Implementation Plan</p>	<p>Arun said the Software and Service Development Committee has held two meetings regarding the pilot brokerage service, the first was October 11th and the second November 3rd. Arun explained the outreach to transportation providers interested in joining the brokerage as well as senior centers, Poway Adult Day Healthcare Center, AltaGolden, and other agencies in the area. The subcommittee believed the service area was appropriate based on MTS cuts and demand for services. The following topics were discussed at the November 3rd meeting:</p> <ul style="list-style-type: none"> Eligibility Service boundaries Days, hours, reservation and dispatching processes Fare structure – agency fare vs. individual fare

	<p>FACT role and staffing for brokerage Marketing Restriction on number of individual monthly trips</p> <p>Arun explained that the duration of the pilot project would be January – December 2012. The service would be implemented as a brokerage. The fares would be distanced-based and comparable to ADA Paratransit fares and RideFACT in Ramona.</p> <p>Arun said at the Software and Service Development meeting Floyd expressed concern about limiting the number of recurring trips for individuals needing transportation to dialysis and Adult Day Healthcare Centers. Bob said that with limited funding some sort of prioritized need for medical trips would have to be determined. Lois Knowlton said usually Adult Day Care participants take one trip per week. Teresa asked how many trips would be provided per week. Arun said based on a per trip cost of \$25.00 4,500 trips per year would be provided which would be approximately 87 trips per week. Teresa suggested capping Adult Day Care trips to two per week. Susan said the standing day trips are the most cost effective trips.</p> <p>Motion made by Susan Hafner to approve the DRAFT Service Implementation Plan and authorize implementation as a pilot, January-December 2012, operated as a single tiered brokerage managed by FACT. There will be no restrictions for a three month period after which a review will be done by the Board and (with) a clear understanding that funding is limited. Second by LaVonna Connelly. The motion passed unanimously.</p>
<p>Board Officer Elections – Nominating Committee Report</p>	<p>The Board Officer nominations at the December 14th Annual Meeting will be:</p> <p>Dave Roberts – Chair Bob Campbell – Vice Chair Susan Hafner – Treasurer Teresa Barth – Secretary</p>
<p>Annual Meeting Prep</p>	<p>Phil asked for nominations for the 2011 Norine Sigafoose Partner of the Year Award.</p> <p>Motion to nominate Floyd Willis, TAC member and AIS Aging Program Specialist for the 2011 Norine Sigafoose Partner of the Year Award made by Bob Campbell. Second by Teresa Barth. The Motion passed unanimously.</p> <p>Phil said he was looking forward to the Annual Meeting keynote speaker, Mr. Gary Gallegos, Executive Director of SANDAG.</p> <p>Susan suggested a consent calendar for several items on the December agenda to abbreviate the list of items.</p>

Scheduling for 2012 Board Retreat	Motion to set the Board Retreat for Wednesday, February 8th, 2012 8:30 AM-1:00 PM at the El Camino Country Club made by Phil Monroe. Second by John Aguilera. Motion passed unanimously.
Adjournment	Meeting was adjourned at 11:16 a.m.