



Facilitating Access to Coordinated Transportation

Meeting Agenda and Notice
FACT Board of Directors Meeting
July 23, 2015, 9:00 am
Poinsettia Room, Encinitas City Hall
505 S. Vulcan Avenue, Encinitas, CA 92024

AGENDA

Meeting call to order **9:00**
a.m.

1. Introductions
2. Approval of June Board meeting minutes p-2
ACTION
3. Public Comment
INFORMATION
4. Quality of Life Initiative - status update p-9
POSSIBLE ACTION
5. Review of MOA with HHSA - Medicaid reimbursements p-11
POSSIBLE ACTION
6. Review of proposals for Lease of 12 FACT owned vehicles p-12
POSSIBLE ACTION
7. Update on software procurement
INFORMATION
8. FACT 10-year anniversary/annual meeting
DISCUSSION
9. FACT services updates p-14
INFORMATION
10. Review of New Freedom Grant proposals and final deliverables p-18
INFORMATION
11. Monthly Financial Reports
INFORMATION
12. Executive Director's report p-19
INFORMATION
13. Board member comments/proposed agenda items
INFORMATION

ADJOURNMENT

ITEM # 2**FACT Board of Directors' Meeting Minutes**

June 25, 2015

Encinitas City Hall, Poinsettia Room

505 South Vulcan Avenue, Encinitas, CA 92024

Board Members Attending	Hon. Dave Roberts, Phil Monroe, Bob Campbell, Susan Hafner, Hon. George Gastil
TAC Members Attending	None
Board Members Absent	Norine Sigafoose, LaVonna Connelly, Hon. John Aguilera
Staff Attending	Arun Prem, Meagan Schmidt, Budd Anderson, Oswaldo Perez
Public/Guests	See sign in sheet
Introductions	Chair Dave Roberts called the meeting to order at 9:00AM. Introductions were made.
Public Comment	None
Review of proposals for lease of 12 FACT vehicles	<p>Arun said twelve 5310 vehicles were ready for delivery and FACT needed to make arrangements to temporarily park the vehicles. Per a request by the Board, FACT staff discussed the availability of vehicles with Mike Wygant (NCTD) and Jim Byrne (MTS). Discussions led to tentative interest from NCTD and First Transit (FT) in leasing several vehicles. He said FT was okay with the lease terms. NCTD staff expressed interest, but the lease terms would need to be discussed. He said 5 of the older vehicles currently leased to brokerage vendors may be replaced with new vehicles. Some brokerage vendors may be interested in leasing additional vehicles. After consulting with the Executive Committee, it was decided that public solicitation would be put on hold until interest from brokerage vendors and transit agencies was determined.</p> <p>Phil asked what FACT would do with the 5 older vehicles if replaced by new vehicles. Arun said the vehicles could be retired; Caltrans's 5310 program required vehicles to have at least 100,000 miles and a market value under \$5,000 in order to be retired. FACT could allow lessees to take ownership of the vehicles and continue operating them or sell them in the open market. He said FACT could also take back the vehicles and sell them, which was allowed by the lease terms. He said the brokerage arrangement of trading trips in exchange for a no cost lease would not be feasible with</p>

NCTD. Discussions determined that FT could assign trips to FACT that would be dispatched back to FT as a vendor; FT would perform a designated number of trips on the leased vehicles free of cost to FACT. Phil asked what FT would pay per vehicle. Arun said he would like to keep the lease terms the same as the brokerage leases which required 3 trips per day per vehicle. Phil said the proposed arrangement with FT seemed convoluted. Susan discussed the possibility of NCTD performing an administrative function for FACT as an in-kind trade for leasing the vehicles; HR, accounting, and legal functions were mentioned. She said the innovative collaboration would be attractive to future funding agencies.

Arun said if the Board was comfortable with the potential lease arrangements in concept, he could pursue more specific discussions with interested parties and bring back lease agreements for Board feedback or authorization. Dave asked Arun for his opinion on how to handle the older vehicles. Arun recommended allowing lessees to keep the vehicles if they were in good standing with FACT and have performed according to the lease contract. Bob indicated that he was not comfortable giving the vehicles to lessees and felt that it was not good stewardship on FACT's part. Arun specified that unlike the original lease, revised agreements did not guarantee lessees ownership of the vehicles once past the useful life. He explained that the decision for the use of the retired vehicles would be at the discretion of the Board. George asked Bob what problem he saw with the arrangement Arun recommended. Bob indicated that past retired vehicles were sold to generate revenue for FACT's operations. He indicated that not much had changed and wondered why FACT would change this procedure and forego potential revenue. George said the time and resources required to dispose of the vehicles needed to be considered. He felt that the primary consideration was to keep FACT's vehicles up to date. Arun said this was an opportunity to provide a benefit to providers to recognize them for expanding their capacity and cooperating with FACT. Phil noted that the vendors could still use the retired vehicles to provide trips for the brokerage, which would be a benefit FACT.

Susan said she was reluctant to allow vendors to keep the vehicles at this point. She discussed the benefits of the brokerage to vendors, timing of the allocation of vehicles, what vendors got which vehicles, and full disclosure of the vehicle lease opportunity. She discussed cash flow and noted that there had been a time in the past where FACT needed extra revenue for expenses such as grant matches. She also discussed possibly working with NCTD on the disposal of the retired vehicles. Arun said the

	discussion regarding the disposal of the retired vehicles could be addressed at the same time as the vehicles lease agreements. He noted that the Board had proposed holding a vendor workshop to discuss the leases with interested parties. He said it was not mandatory to retire the vehicles once they reached their useful life as long as they were operable.
Approval of May 28, 2015 Board Meeting minutes	Motion to approve the May 28, 2015 Board Meeting minutes made by Bob Campbell. Second by Phil Monroe. The motion passed unanimously.
Business Plan update	Motion to approve the 2016-21 Business Plan made by Phil Monroe. Second by George Gastil. The motion passed unanimously.
August 27, 2015 Board Meeting schedule	Motion to cancel the August 27, 2015 Board Meeting made by Bob Campbell. Second by Susan Hafner. The motion passed unanimously.
Update on software procurement	<p>Oswaldo said FACT was working with 2-1-1 San Diego and SANDAG on the Veterans Transportation Community Living Initiative (VTCLI) grant project. He said a portion of the grant funding would be used to purchase scheduling/dispatching software for FACT. He indicated that a second Request for Proposals (RFP) was released, which included the software procurement portion. He said the RFP period concluded on June 16, 2015 and the proposals would be reviewed and scored within the next few weeks. He noted that an additional vendor submitted a proposal for the software purchase group. FACT and 2-1-1 wanted to ensure that 2-1-1's Customer Resource Management (CRM) system coordinated with FACT's brokerage software as much as possible.</p> <p>Bob asked if there was a telephonic component included in the procurement. Oswaldo indicated that FACT planned to coordinate and overhaul its telephony system in conjunction with 2-1-1. Phil said he recalled that past discussions indicated that FACT's software could not coordinate or be synced with 2-1-1's system. He asked for clarification. Oswaldo said 2-1-1's system and FACT's brokerage software were distinct standalone products, but where possible the systems would coordinate. Arun added that FACT would be fully integrated with the telephony platform that 2-1-1 selected as a result of the procurement, but full integration of FACT's dispatching software with 2-1-1's system was not feasible.</p>

	<p>Bob asked if 2-1-1 would continue to provide call center support for FACT during afterhours and on weekends. Arun said 2-1-1 indicated that the call center support required a limited amount of staff hours at a nominal cost. He said he had not heard about any updates from 2-1-1 regarding the backup service. He noted that at some point FACT would have to begin paying for the service in order to continue the arrangement.</p>
FACT services updates	<p>Meagan Schmidt said FACT had officially reached the 50,000 trip mark as of May 2015. The amount of trips provided for each contracted service in April 2015 were as follows: First Transit-93, Poway-438, Oceanside-495, SDCOE-167, and Elderhelp-90; for a total of 1,283. There were 49,437 one-way trips provided by FACT from July 2012 - April 2015. For the month of April 2015, the average trip length was 11.4 miles and the average trips cost was \$14.78. She said there were 1,283 trips provided in April 2015 including 948 RideFACT trips. She reviewed normal variation for the number of trip requests, average trip cost, average trip length, and RideFACT one way trips. She provided an update on the Elderhelp, SDCOE, and Oceanside contracts. She indicated that the director of the Host Towns program was successful in arranging transportation for the Special Olympics athletes and FACT was no longer involved as a broker.</p>
Monthly Financial Reports	<p>Arun said the financial reports was a standing item and Financial Statements were available for Board review. He said the Balance Sheet was included in the agenda materials as requested by the Finance Committee.</p> <p>The Finance Committee met on May 19th and held a follow up meeting on June 4th to review the draft FY 2015-16 Budget. The Finance Committee was comprised of Susan Hafner-Chair, Phil Monroe, and John Aguilera; FACT accountant Dennis Randall participated in some of the discussions. Arun requested that the Finance Committee kick off the discussion. Susan said the committee's review of the budget was productive and provided a good briefing on operational issues. She said how the grants were spent down and overall sustainability caught the attention of the committee. The committee requested that staff bring back additional information on grants, eligible expenses, and spend down rates. She indicated that the committee was satisfied with the information provided by staff and were comfortable with recommending that the budget be approved. Phil said during the budget review he learned that New Freedom (NF) funds could be used for overhead costs. He said prior to this he was under the impression that FACT's office basically ran on CTSA funding. He noted that the NF funding was being used correctly, but the grant application submitted by FACT included specific deliverables that have not been addressed. He said Arun informed him that FACT had been working with</p>

SANDAG to update the deliverables based on changing needs. He expressed concern with the deliverables specified in the application and the verbal understanding with SANDAG regarding changing the deliverables. He said he had confidence in Arun that the issue would be handled. Arun said the deliverables had to be specific in the grant application for the reviewers' benefit. He said circumstances could change from the time the application was submitted to the time funds were received. As an example of how the grant deliverables could change, he discussed the 2006-07 NF grant application including a specific deliverable to hire a Financial Officer at \$70,000 a year. Based on FACT's size and operation at the time it was determined that hiring a Financial Officer was not warranted, so FACT approached SANDAG for other options for using the funding. Since the funding was flexible FACT was allowed to use the funding for other projects. He said FACT could alter or forego individual deliverables as long as the funding was spent on the other deliverables and no new project elements were introduced into the grant. He said this process had precedents and passed audits. A more detailed report on proposed grant projects and deliverables would be brought to the Board in July.

Arun said the issues regarding the budget had to do with the uncertainty of contracted services and FACT's dependence on these contracts. He noted that the budget process was straightforward back when FACT relied solely on grants. He said the revenue level from contracted services was difficult to predict. The FT contract revenue was approximately 100,000 less than budget projections, which caused additional draw downs on the NF grant. The Finance Committee suggested limiting this exposure, so FACT reduced the FT income projections for FY 2015-16 by approximately \$90,000. He said staff was able to demonstrate to the committee that FACT had commitments from NF grants to fall back on if there was further unanticipated short falls in FT revenue. He said FACT was awarded additional \$300,000 NF funding from Caltrans for mobility management after the budget was developed. He commended Oswaldo Perez for his work on the grant. He noted that FACT was awarded the maximum amount for a single project. The money would be available over 2 years for mobility management expenses. FACT had approximately \$500,000 in reserves. The Finance Committee discussed the need to invest reserves and recommended a follow up meeting to discuss the topic. He indicated that there was push back from SANDAG regarding FACT applying for additional CTSA funding when current funds had not been spent and instead placed in reserves. He said this required follow up discussion with SANDAG and the Finance Committee.

	<p>As of March 2015, the FY 2014-15 budget was under budget by 14.67%. Arun said Salaries & Benefits were over budget due to a miscalculation in benefits, which was corrected in the FY 2015-16 budget. Dave asked if actual expenses were annualized. Arun confirmed. Dave asked for clarification that staff was requesting a budget increase for FY 2015-16 when it was approximately 200,000 under budget for FY 2014-15. Arun confirmed and said FACT anticipated a higher number of RideFACT and contracted trips as well as changes in Salary & Benefits as a result of salary adjustments and the addition of a full-time accountant position. Projected RideFACT and contracted services expenses were \$658,183 for FY 2015-16. He reviewed grant and revenue sources for mobility management, operations, and contracted services. FACT was fully funded for 2 years for salaries and fixed expenses. He said FACT would be sustainable at its current size in the long term if service levels were maintained and there was no significant change in grant availability. He said the Finance Committee recommended implementing quarterly reviews of revenues (projections vs. actuals). Legal expenses was the fastest growing item in the budget. He said he discussed FACT's \$25,000 contracting threshold for requiring an open bid and the possibility of getting a discount rate with Danna Kotman, FACT's attorney. Dave thanked the Finance Committee for working with staff on the budget.</p> <p>Motion to approve the FY 2015-16 Budget made by Susan Hafner. Second by George Gastil. The motion passed unanimously.</p> <p>Phil asked how Elderhelp riders were being transported due to Elderhelp suspending service as a result of running out of funding. Meagan said Elderhelp was referring riders to RideFACT until the service was reinstated. He said this was good solution, but if it was not available he discussed using FACT's reserves to assist these type of agencies to continue providing rides.</p>
<p>Executive Director Report</p>	<p>Arun said Alpha Project suspended service with FACT due to overwhelming demand from its new homeless transportation program. He said this was unfortunate because Alpha Project was a great partner and offered some of the best rates. Bob wondered if Alpha Project's trip capacity was limited by a lack of equipment or staffing. He said perhaps FACT could utilize its vehicles to assist Alpha Project. Arun said he informed Alpha Project via email of the vehicle lease opportunities. Bob asked if it would be helpful for a Board Member to speak with Bob McElroy, President and CEO of Alpha Project. Arun said that would be great.</p> <p>Arun said Meagan and himself met with Paul Hillery (HHSA) regarding Medicaid transportation reimbursements. Todd Lordson from MTS helped</p>

	<p>facilitate the meeting. Paul was very receptive and engaged in the discussion. Paul had researched FACT, confirmed that FACT was a governmental entity, and determined that it would be feasible transferring funds between HHSA, the State, and FACT. Paul indicated that since FACT provided transportation for seniors, the assumption was that a majority of riders would be Medicaid eligible. The next step would be FACT's Board and HHSA management approving a Memorandum of Agreement (MOA). FACT would forward billing to HHSA in there specified format and they would perform a check against the State's database to confirm which riders were Medicaid certified. FACT would need to begin asking riders for their social security and Medicaid numbers in order to determine their eligibility. FACT would be reimbursed at 50% of the cost of the actual trips. Basically this would be reimbursement for FACT's administrative work. He said the revenue could be used purchase other transportation or to match grants, but not placed in reserves if SANDAG reimbursed FACT for the trips cost. Bob asked Arun if he had an estimate on how much the reimbursement would amount to. Based on the Budget and assumption that 50% of rides where for Medicaid eligible riders, Arun estimated approximately \$200,000 in reimbursements per year.</p> <p>Susan said the Medicaid reimbursement was a sustainable revenue source and a wonderful opportunity for FACT. She discussed her experience with Medicaid reimbursement while at MTS. Arun noted that the money was reimbursed by the Federal Government and not from a local constrained pot of funding. He said an update or MOA would be provided at the next Board Meeting.</p>
<p>Board member comments/proposed agenda items</p>	<p>Susan said it was a great and very efficient meeting. Bob thanked staff for all that they do. He commended Arun for forming a productive, intelligent, and capable team. Since the Oceanside contract model was successful, he recommended trying to replicate this arrangement with other cities in San Diego. He suggested utilizing the help of the League of California Cities to promote contracted services. He said perhaps the marketing analysis and outreach could be performed by a CSUSM Senior Experience Team. He discussed possibly leasing vehicles to assist Palomar Pomerado Hospital with transportation between their old and new facility. He mentioned the dialysis transportation issue, but said the Medicaid reimbursement may help solve the dilemma. Susan suggested providing subscription trips with the Medicaid reimbursement and non-subscription trips with grant money from SANDAG as a future strategy. Phil noted that Medicaid only reimbursement 50% of the trip cost. Bob discussed connecting Palomar Pomerado Hospital and Alpha project; and utilizing FACT's vehicles to assist with their transportation capacity. Arun asked the Board if they had any connections in Pomerado's business or finance department at the</p>

	<p>decision making level. Dave wondered if Elly Garner was still head of government relations at Palomar. He recommended contacting Elly. Phil asked for a one page briefing on how the Oceanside service worked so that he could discuss the service arrangement with interested parties. Meagan indicated that there were summary write ups on each service contract that were available if requested. Phil said that would be perfect. Arun said if there was a report submitted to the Oceanside City Council regarding the service, he would include this in the next month's agenda for Board reference.</p> <p>Dave said the Board would move into closed session and thanked guest for attending.</p>
<p>CLOSED SESSION</p> <ul style="list-style-type: none"> • Threat of potential litigation • ED performance review 	<p>Dave said there was nothing to report regarding the threat of potential litigation.</p> <p>Bob said that the Board had discussed Arun's performance and reviewed his report and request for compensation.</p> <p>Motion to approve an overall 8.53% increase in ED compensation specified in column 2015 of Appendix 1 of memo addressed to ED Review Committee made by Bob Campbell. Second by Susan Hafner. George said it was important to note that the Board confirmed that the budget allowed salary increases for staff before approving the ED's compensation request. Dave said the Board was pleased with Arun's performance and hoped that the compensation demonstrated their desire to keep him at FACT. The motion passed unanimously.</p> <p>Arun thanked the Board and committee. Bob said he believed the compensation was retroactive to April 24, 2015. Dave thanked the Board and staff for their work. He reminded the Board that the next meeting would be in July and the August Meeting was canceled. Susan noted that she would be in Italy in July.</p>
<p>Adjournment</p>	<p>Meeting adjourned at 11:40AM.</p>

ITEM # 4

TO: BOARD OF DIRECTORS

FROM: Arun Prem, Executive Director

RE: Quality of Life Initiative - Status update

ISSUE:

During the June 26 meeting of the SANDAG Board the results of a recent public opinion poll and a proposed timeline pertaining to the Quality of Life (QoL) initiative were presented to Board.

The QoL initiative presents a critical funding opportunity for the CTSA; this item is for discussion on formulating FACT's position and communicating it to SANDAG within the proposed SANDAG timeline.

BACKGROUND:

(Source - SANDAG June 26 Board Agenda item 15-06-10)

"SANDAG recently conducted a new survey to gauge the public sentiment for funding important quality of life needs.

The TransNet Extension ordinance includes a provision that requires SANDAG to, "act on additional regional funding measures (a ballot measure and/or others secure funding commitments) to meet the long-term requirements for implementing habitat conservation plans in the San Diego region..." The SANDAG Board of Directors has amended the TransNet Extension Ordinance three times to delay the deadline for complying with the provision. Previous surveys revealed that passage of a potential ballot measure would not likely succeed in prior years, and SANDAG stakeholders supported postponements.

However public sentiment to potentially fund important regional infrastructure has shifted significantly since SANDAG conducted the most recent public information survey in 2011 on this subject. At the time, adverse economic conditions reflected heavily on the survey results, and it was clear that any potential ballot measure to increase sales tax would likely fail. The Board of Directors also has been discussing provisions, in addition to the habitat component, that could be included in a future funding measure. Since the 2011 survey, the public appears to better understand the funding shortfalls that are inhibiting the region's ability to deliver important infrastructure improvements.

In late April 2015 SANDAG conducted a telephone survey of likely voters and asked a series of questions to gauge voter opinion on neighborhood and regional infrastructure needs.

It should be noted that several key milestones will have to be met in order to ensure all information is available to submit ballot language to the County Board of Supervisors by July 2016.

Based on feedback from the Board of Directors, (SANDAG) staff will continue to research projects and programs to be considered in a potential expenditure plan and return to the Board in the fall to ask for a recommendation on whether to pursue a ballot measure on the November 2016 general election ballot.”

RECOMMENDATION:

Staff requests the Board for discussion on the Quality of Life initiative and recommendations regarding follow-up with SANDAG.

ITEM #5

TO: BOARD OF DIRECTORS

FROM: Arun Prem, Executive Director

RE: Review of Agreement with HHSA - Medicaid transportation reimbursements

ISSUE: Staff requests Board members feedback regarding the MOA with HHSA. Signing the MOA will qualify FACT to apply for partial reimbursement of the cost incurred in purchasing “medical” transportation for FACT riders who are registered with the Medicaid program.

BACKGROUND:

FACT Staff informed HHSA that as of June 2015 FACT’s Board had discussed the MOA in concept and agreed to pursue the opportunity to enter into an agreement with HHSA.

HHSA staff indicated that FACT’s appears to meet all the requirements for a potential recipient of Medicaid transportation reimbursements.

Follow up information or a DRAFT agreement is expected in the near future.

A copy of a sample Agreement was emailed to Board members for information at the request of the Board Exec Committee.

The provisions of the sample Agreement will be reviewed during the Board meeting.

RECOMMENDATION:

None.

ITEM # 6**TO: BOARD OF DIRECTORS****FROM: Arun Prem, Executive Director****RE: Review of proposals for Lease of 12 FACT owned vehicles****ISSUE**

Board update regarding ongoing discussions pertaining to lease of FACT owned vehicles.

BACKGROUND

Currently, all vehicles owned by FACT are leased to providers in the brokerage. The table below shows active (currently under lease agreements) vehicles and “pending” vehicles that are earmarked for FACT based on recently awarded grants:

Status	Grant	Vehicle Type	Quantity	Condition	Lessee/Provider
ACTIVE	5310	Minivan	3	New	AAA Transport
ACTIVE	5310	Minivan	4	New	CityLink
ACTIVE	5310	Minivan	1	New	Renewing Life
ACTIVE	5310	Small Bus	2	Used	CityLink
ACTIVE	5310	Type I Bus	1	Used	Home of Guiding Hands
Pending	NF	Medium Bus	1	Used	TBD
Pending	NF	Minivan	1	New	TBD
Pending	5310	Minivan	7	New	TBD
PROCUREMENT	5310	Minivan	12	New	TBD
		TOTAL	32		

FACT's POLICY ON LEASING

In August 2014, the Board amended the vehicle lease policy to make it possible to prioritize FACT objectives in the selection of vendors for lease of vehicles. However the policy directed FACT to lease vehicles to brokerage vendors.

At the time the policy was adopted the availability of vehicles was not expected to exceed the capacity of the brokerage.

DEMAND FOR LEASED VEHICLES

The 5-seat accessible minivans are the most popular vehicle for paratransit services and there have been requests from several vendors for these vehicles. The vehicles are also suited for ADA paratransit trips due to the limited seating, smooth rider experience, and lower cost of operations.

FACT staff recommends leasing these vehicles to brokerage vendors who are involved in the LIFT service and other contracted services, and who have also shown interest in participating in other potential ADA paratransit trips.

It is anticipated that some of these vehicles will be recommended as replacements for FACT owned vehicles currently leased to vendors.

FACT recently leased 11 vehicles to brokerage vendors. The majority of brokerage vendors are small operators and do not have capacity for expanding the fleets further.

Due to the timing of this round of procurement for 12 vehicles staff anticipates that FACT will need to consider agencies that are currently not in FACT's brokerage.

During the April 2015 Board meeting the Board authorized staff to proceed with preparing the notice of availability of the vehicles. The Board planned to continue the discussion on the specifics of the lease arrangements for the vehicles that may be offered to transportation providers who may not be a good fit for the RideFACT brokerage.

***During May 2015** Board members recommended that staff discuss the availability of vehicles with NCTD and MTS. The discussions lead to tentative interest from NCTD and First Transit in leasing several vehicles. First Transit staff is expected to respond with proposed lease terms over the next few days. NCTD responded with a proposal to lease vehicles using the same arrangement that was used in the prior lease agreements.*

Since the June Board meeting, there was no further response from First Transit. NCTD discussions were on hold due to schedule conflicts. Based on earlier discussions there were indications that the NCTD preferred to lease vehicles with terms similar to prior lease arrangements between FACT and NCTD. FACT staff met with representatives from Secure Transportation to review interest in leasing vehicles. Secure is a nationwide Medicaid and specialized transportation services provider and broker. Secure was selected to provide all medical transportation for Molina Healthcare nationwide during 2014. Secure showed interest in leasing vehicles at terms similar to those offered to current brokerage providers; they also expressed interest in joining FACT's brokerage. We expect to review the details of the brokerage contract and lease with Secure in the next few days.

The notification for solicitation interest in the vehicles was put on hold pending this discussion.

RECOMMENDATION

Staff seeks -

- 1. feedback/direction from the Board regarding ongoing lease discussions, and or**
- 2. authorization to sign lease agreements for some or all of the 12 new minivans**

ITEM # 9

TO: BOARD OF DIRECTORS

FROM: Arun Prem, Executive Director and Meagan Schmidt, Service Development Manager

RE: FACT Services update

ISSUE:

This item presents a monthly RideFACT and contracted services update.

BACKGROUND:

	May-15
SERVICE	ONE-WAY TRIPS
First Transit	278
Poway	335
Oceanside	480
SDCOE	0
Elderheip	91
TOTAL	1,184

City of Oceanside Senior Van Service:

This service is available to Oceanside residents for trips within the city, neighboring cities and some medical destinations outside of the tri-city area. Approximately 1,800 clients are pre registered to use this service.

From September 2013 - May 2015, FACT has invoiced City of Oceanside for 6,707 trips.

The feedback from the City of Oceanside staff has been positive. The Oceanside City Council approved a two-year contract extension on June 24, 2015. The contract amount is \$326,850, extending the contract from July 1, 2015 - June 30, 2017. Revisions to the rate structure were approved in the contract extension.

SDCOE Foster Youth transportation contract

The San Diego County Office of Education (SDCOE) contracted with FACT to provide transportation for eligible foster youth in December 2013. Service was implemented in February 2014.

The SDCOE received a grant that funds efforts to enable foster youth to continue to attend the “home” school after they are relocated to foster homes. The agreement between SDCOE and FACT involves getting drivers qualified for the special requirements and proving trips from home to school and back.

The value of the initial contract was \$150,000 for a term ending in September 30, 2014. SDCOE and FACT staff met in July to review the extension of the contract through December 31, 2014. The feedback regarding the service has been positive.

The current contract is from October 1, 2014 – July 30, 2015 with up to four one-year options to renew. FACT submitted a proposal including the terms of the amendment on September 17th. On October 7th FACT received a letter naming it as one of the vendors awarded the contract for Foster Youth transportation. There are 2 other vendors who have also been awarded this contract.

From February 2014 - April 2015, FACT has invoiced SDCOE for 2,257 trips. FACT is working with brokerage vendors to resume service under this contract after the contracts with CityLink were terminated.

Poway Adult Day Health Care Transportation Service Contract

FACT has provided transportation for Poway Adult Day Healthcare Center clients since January 2013. The clients are all seniors who are unable to use other modes of public transportation due to varying degrees of physical and/or cognitive disabilities. The agreement involved transportation of clients from their homes to the Center in the morning and back home during the afternoon. Due to the large group of clients, FACT was able to work with a provider to group riders on a few buses in a cost effective manner.

Poway ADHCC owns and operates several grant-funded vehicles for their remaining clients. The Center has added many new clients to the FACT service due to the relatively low cost of transportation compared to their own service.

This contract generated approx. \$60,000.00 net revenue for FACT during the first completed year of service (calendar 2013). Safety First is the current provider for these trips. A total of 10,892 trips have been provided from January 2013 – May 2015.

Elderhelp Program

Contracted service for Elderhelp began on March 12th. The Board approved the extension of the Elderhelp contract on March 26th. 217 total trips were provided

between March and May. Any trips that Elderhelp cannot accommodate due to their limited monthly budget are referred to RideFACT.

RideFACT Service statistics ytd for fiscal year July 2012 - May 2015

RideFACT + Contracted	RideFACT One way trip requests	Referrals-external	Referrals to RideFACT	RideFACT + Contracted	RideFACT Av. trip cost	RideFACT Av trip
FISCAL YEAR 2012-13						
SubTotal	14541	2242	12289	6623		
Contracted				1051		
FISCAL YEAR 2013-14						
Jul-13	2,067	194	1,873	860	\$16.74	12.2
Aug	2,308	162	2,146	1,062	\$16.95	12.7
Sep	2,608	115	2,493	1,020	\$20.43	12.1
Oct	2,655	165	2,490	1,097	\$21.06	12
Nov	2,582	170	2,412	968	\$21.39	12.2
Dec	2,389	115	2,274	959	\$20.77	12.1
Jan-14	2,690	174	2,516	995	\$16.31*	11.7
Feb	2,570	140	2,430	944	\$19.45	11.7
Mar	2,725	120	2,605	996	\$19.52	12.2
Apr	2,711	151	2,560	956	\$18.97	12.1
May	2,970	154	2,816	1,057	\$19.53	11.7
June	3,009	214	2,795	1,008	\$19.68	11.5

Subtotal	31,284	1874	29,410	11,922		
Contracted				9,361		
FISCAL YEAR 2014-15						
July	2,763	172	2,591	891	\$19.13	11.9
Aug	2,700	140	2,560	870	\$18.15	12.1
Sep	2,768	123	2,645	857	\$18.75	12.1
Oct	2,976	118	2,858	1,038	\$19.63	11.9
Nov	2,702	89	2,613	794	\$20.36	12.3
Dec	2,549	102	2,447	905	\$20.96	13.2
15-Jan	2,694	128	2,566	882	\$17.99	12.2
Feb	2,558	113	2,445	819	\$16.19	11.7
Mar	2,879	156	2,723	917	\$15.63	11.7
Apr	2,733	146	2,587	865	\$14.78	11.4
May	2,488	73	2,415	748	\$16.40	11.7
SubTotal	29,810	1360	28,450	9,586		
Contracted				12,826		
TOTAL	75,635	5476	70,149	51,369		

***NOTES**

As of January 2014 we are reporting the average per trip cost based only on trips that were purchased from the Brokerage at regular Brokerage rates; those trips comprise the majority of RideFACT trips. July '13 onwards numbers were updated to reflect the new process.

RECOMMENDATION:

Staff seeks the Board's feedback regarding the information presented in this item.

ITEM # 10

TO: BOARD OF DIRECTORS

**FROM: Arun Prem, Executive Director and Oswaldo Perez,
Grants Management Analyst**

**RE: Review of New Freedom Grant proposals and final
deliverables**

ISSUE:

As per a request from the Finance Committee staff prepared a summary of New Freedom grant proposals and final deliverables for review by the Board.

BACKGROUND

In June 2015, the Board appointed Finance Committee – comprised of Susan Hafner (Committee Chair), Phil Monroe, and John Aguilera – reviewed grant spend-down rates, eligible expenses, and overall sustainability during the process of finalizing the DRAFT FY 2015-16 budget; during the process the Committee requested staff provide a more detailed report on proposed grant projects and deliverables.

For this report, staff looked at two most recent New Freedom grant projects for Mobility Management: New Freedom '10 and New Freedom '12. Information on each grant's progress was collected from SANDAG staff reports presented at Transportation Committee meetings on July 18, 2014 and July 17, 2015.

Both reports show that FACT's Mobility Management grants have made satisfactory progress or already met the proposed grant goals (referrals, cost per service unit).

FACT Mobility Management grants are in compliance with requirements. There are no FACT grants on SANDAG's "watch list" for cost efficiency concerns or compliance with schedule.

RECOMMENDATION:

None.

ITEM # 12

TO: Board of Directors

FROM: Arun Prem, Executive Director

RE: Executive Director's Report

Meetings and Events 6/25/2015 - 7/22/15

- 6/26 Mtg. with Safety First
- 6/29 Meagan and Arun met with Assisted Multicare Transportation regarding LIFT
- 6/29 Safety First signed vehicle lease
- 6/29 FACT staff watched Conflict Resolution Training Video
- 6/30 Six 5310 Vehicles Delivered - Stored at FACT
- 7/7 Three 5310 Vehicles Delivered - Stored at 3302 Descanso Ave., San Marcos
- 7/8 Three 5310 Vehicles Delivered - Stored at 3302 Descanso Ave., San Marcos
- 7/8 Jonathan met with Care4UMobility
- 7/9 Jonathan attended a Grammar Seminar
- 7/9 LIFT Vehicle Inspections for AAA Transport
- 7/9-7/10 CalACT Board Mtg.
- 7/14 Meagan and Oswaldo attended VTCLI One Call One Click Project Team Meeting
- 7/15 Meeting with Secure Transportation
- 7/16 Agenda Planning mtg. with Dave Roberts, Bob Campbell, Adam Kaye

Upcoming Meetings and Events:

- 8/27 *CANCELED - FACT Board Meeting
- 8/11 CAM Meeting
- 9/24 FACT Board Meeting