



FACT Board of Directors Meeting
October 26, 2017, 9:00 am
Carnation Room, Encinitas City Hall
505 S. Vulcan Avenue, Encinitas, CA 92024

(Board Vice Chair LaVonna Connelly and Board Member Dave Roberts will attend via telephone)

- Meeting call to order** **9:00 a.m.**
- 1. Introductions

 - 2. Public Comment
 INFORMATION

 - 3. Approval of September 28 Board Meeting Minutes
 ACTION p-2

 - 4. Annual Meeting Planning: p-7
 POSSIBLE ACTION
 · Award / Special Guests & Speakers

 - 5. Board Officers Nominating Committee p-
 9 ACTION

 - 6. Review of Pilot proposal for City of San Marcos p-
 10 INFORMATION

 - 7. Update on Outreach for Vehicle Sharing Opportunity
 INFORMATION

 - 8. Survey of Coordinated Maintenance Proposal INFORMATION

 - 9. FACT Services Updates p-
 11 INFORMATION
 · Update on MV agreement, service
 · City of San Marcos Agreement

 - 10. Monthly Financial Reports
 INFORMATION
 · CTSA and Annual Financial Audit updates

 - 11. Standing Item - Updates on initiatives p-
 15 INFORMATION
 · Outreach to
 Cities

12. Board member updates / proposed agenda items
INFORMATION

13. CLOSED SESSION discussion on CTSA Contract review
INFORMATION

14. Executive Director's Report
INFORMATION

p-16

ADJOURNMENT

FACT's Mission	<i>Assist San Diego County residents with barriers to mobility to achieve independence through coordination of transportation services</i>

FACT Board of Directors Meeting Minutes
September 28, 2017

Encinitas City Hall, Carnation Room
505 S. Vulcan Avenue, Encinitas, CA 92024

Board Members Attending	LaVonna Connelly, Dave Roberts by phone, Susan Hafner, Phil Monroe, and Hon. Lorie Zapf
TAC Members Attending	Lois Knowlton, Brian Lane and Jack Christensen
Board Members Absent	Bob Campbell, Hon. John Aguilera, and George Gastil
Staff Attending	Arun Prem, Meagan Schmidt, Budd Anderson, and Brooke Connell
Public/Guests	See sign in sheet
Introductions	Vice Chair LaVonna Connelly called the meeting to order at 9:00 AM and introductions were made.
Public Comment	FACT provided free transportation for the City of Oceanside Sockhop for seniors August 26 th . Leticia Corona attended the event on behalf of FACT.
Implementation of free fare for Veterans, Companions	<p>Arun Prem gave an update on the two changes to fare policy which were approved at the July Board Meeting and implemented on September 1; the free veterans fare and the free fare for one companion, half price for the second companion. The changes have been promoted through press releases, social media, website, CAM, FACT's call center, various meetings, and SANDAG's weekly email blast. Staff have reported a boost in Veterans calling in for free rides and specifically mentioning the media coverage as to how they learned about FACT. The video that aired on NBC was played and a copy of all the media articles was handed out:</p> <p>http://www.nbcsandiego.com/news/local/Non-Profit-Group-Offers-Free-Rides-to-Vets-442905513.html</p> <p>http://www.sandiegouniontribune.com/communities/north-county/sd-no-veterans-rides-20170831-story.html</p> <p>http://www.sandiegocountynews.com/nonprofit-gives-free-rides-veterans-san-diego-county/</p> <p>http://villagenews.com/business/ridefact-offers-free-rides-for-san-diego-veterans-through-dec-31/</p>

	<p>A detailed report will be available in the future demonstrating the impact the promotion has had. LaVonna Connelly asked if the companion fares are being advertised like the Veteran fare is. Arun explained the companion policy and said that the media did not pick up the companion fare like they did the Veteran piece, but coordinators are informing every caller about it. In addition, FACT is updating marketing material to include the updates in policies.</p> <p>Arun mentioned that part of FACT standard procedure for mobility coordinators is to ask a series of questions to first time callers including age, birthdate, if they are a veteran, or have a disability. This information is used for reporting purposes.</p> <p>Phil Monroe spoke about his time visiting Veterans Village and their Executive Director, Kimberly Mitchell.</p> <p>Meagan Schmidt shared that today, (September 28, 2017), FACT is giving free rides from Imperial Beach to 10 Veterans to a hiring event in North County.</p>
<p>Update on ongoing quarterly SANDAG meetings</p>	<p>Arun gave an update after his most recent meeting with Muggs Stoll. The meeting was very positive with open discussion. This was the first meeting since receiving the Diane Eidam report from SANDAG. Arun recommended a closed session item next month regarding this item. Arun will continue to have meetings with Muggs every few months to discuss performance and any ongoing issues. The TC Member being appointed to FACT Board was discussed. LaVonna Connelly asked about FACT giving a presentation in front of the TC. Brian Lane explained that is part of the plan already is having Arun or Bob Campbell speak at a meeting. Phil Monroe asked about having a SANDAG alternate appointed to the Board. Dave Roberts asked about John Aguilera being the SANDAG representative for FACT. Brian mentioned that the idea was to add an additional member to the Board. There was then discussion of possible candidates for future members that are currently on the TC.</p> <p>An unexpected issue with the latest grant cycle regarding matching grant funds occurred and Arun has since spoken with both Brian and Jack about the matter as well. FACT applied for \$2 million in grant funding and was awarded \$1.6 million. FACT applied for a 50% matching grant and because the other portion of the grant was denied FACT will need to match it with reserve funds. FACT has since requested SANDAG allow 20% match instead and was denied. The Finance Committee will need to meet to discuss this and possible actions. Brian explained the awarding system for grants and why it is not possible to switch to a 20% match. There was</p>

	discussion about how the committees are made and how/why organizations apply for which grants and risks associated with it.
Approval of July Meeting Minutes	Motion to approve the July 27, 2017 Meeting minutes made by Phil Monroe. Second by Hon. Lorie Zapf. The motion passed unanimously.
Annual Meeting Planning Committee	<p>Arun requested input on the Annual Board of Directors Meeting which is scheduled for December 14th at the San Diego Foundation. Last year the planning committee consisted of Bob Campbell, LaVonna Connelly, and George Gastil. Staff sought input including a planning committee, theme, agenda, award recipient, guest speaker(s) and keynote address. During discussion some of the possible speakers suggested included Mr. Jim Madaffer (not available), Jim Mills, Toni Atkins, Brian Maienschein, Lorena Gonzalez-Fletcher, and Kimberly Mitchell. Theme suggestions included Veterans, 2-1-1, seniors, transportation issues, and social isolation. There was discussion on what FACT wants the feel of the Annual Meeting to be; thought provoking, feel good, etc. LaVonna discussed the partner award and reminded everyone that the award doesn't have to be given out every year. If anyone has suggestions please send them to Arun and a list will be compiled and brought to the meeting next month. If there are any changes to the bi-laws they will be addressed at the annual meeting as well as the election of the Board of Directors.</p> <p>Motion to nominate Bob Campbell, LaVonna Connelly and George Gastil to the Annual Meeting Planning Committee made by Susan Hafner. Second by Phil Monroe. The motion passed unanimously.</p> <p>Phil suggested using FaceTime for meetings when people are attending meetings remotely.</p>
FACT Service Updates	<p>Arun stated through June there have been 103,992 one-way rides since FACT began offering rides. There were a total 2,734 rides in June. RideFACT had 1375 rides. The FirstTransit contract ended and MV service has not started. FACT will start to see a decline in ridership in the following months.</p> <p>Meagan Schmidt provided an update on FACT services and reviewed service statistics for RideFACT, CTSA, and contracted services.</p> <p>CTSA Activities - The most common referrals were to MTS Access, ElderHelp of San Diego, and RideFACT during the month of June. The most common transportation methods used by new callers were driving self and family/friends.</p>

RideFACT - RideFACT provided 1375 trips in June 2017.

Tri-City - FACT provided 91 trips for Tri-City patients in June 2017.

NCTD LIFT/MV Update - FACT provided 790 trips in June 2017. MV has been operating all trips without subcontracting at this time. FACT staff attended the ADA Review Meeting on July 18 which discussed the MV service transition. FACT had a follow up meeting with MV on September 20 and received a revised version of the contract on September 22. The revised contract mitigates the insurance coverage by reducing the coverage levels to be in line with current practices. MV is planning to work with two vendors, FACT and Sol Transportation.

Oceanside - FACT provided the City of Oceanside 433 trips in June 2017.

Elderhelp - FACT provided 45 trips for Elderhelp in June 2017.

Arun stated that FACT is diversifying its contracts and is no longer reliant on one contract. Meagan showed a breakdown of all unique riders and by contract.

RouteMatch - FACT staff continues to work with RouteMatch Client Success team to fix billing issues and formatting reports. Staff is waiting to hear from 2-1-1 on the integration with SalesForce and RouteMatch.

Arun gave an update on recent meetings throughout the county with various cities in the last month.

Arun explained that in August FACT staff had several discussions with the City of San Marcos to discuss a pilot project involving contracted rides to supplement the Scrip based transportation service they currently offer and also discussed options to expand their service. FACT proposed a 4 month pilot project similar to RideFACT to collect data and help anticipate the senior transportation needs for the city. After the pilot project, a contracted service rate comparable to City of Oceanside would be proposed. FACT recently received notification from the City of San Marcos that they would like to move forward with an agreement.

In September Arun met with the City of Carlsbad to review potential for collaboration. A meeting request was sent to the City of Escondido requesting a meeting or a presentation during a City Council Meeting.

Arun mentioned FACT's direct mail marketing campaign started this week to cities, Adult Day Care Centers, Medical Centers, Dialysis Centers, and other organizations that need contracted transportation. It will continue over the next several weeks. The campaign was mailed to organizations

	<p>throughout the entire county and all cities. Included in the mailer was a call to action letter and FACT's marketing brochure.</p> <p>LaVonna asked if there was a way to know in advance, before calling the office if a person would be referred out to another agency. Arun explained that the factsd.org website has a tool that will search the database and will find the options available in the area for the rider for their specific needs. However, sometimes people prefer to speak with a live person. At this time, FACT doesn't have a tracking method to know if the person follows up with the referral. Meagan explained that Mobility Coordinators offer rides for the short term while giving referral information.</p>
Monthly Financial Reports	Arun gave an update on FACT FY 2016-2017 financials. May and June financials were available at the meeting for review. The field portion of the TDA audit has been completed. He explained that FACT staff were working with consultants Greg Miller and Associates to develop a cost allocation model. Both the cost allocation and the audit information will be reviewed with the Finance Committee in late November early December.
Standing Item - Updates on Initiatives	<p><i>Outreach to Cities:</i> Covered during Fact Service Updates.</p> <p>Hon. Lorie Zapf suggested a possible partnership with Meals on Wheels.</p>
Board Member Updates/Proposed Agenda Items	Hon. Lorie Zapf suggested autonomous vehicles/flexible transportation as a possible theme for the Annual Meeting. Brian suggested Coleen Clementson as a possible speaker. Susan mentioned Los Angeles is doing an Uber Pool that is branded with Metro and it might be worth exploring. Arun brought up Dr. Joshua Schank, Metro, Chief Innovation Officer as a possibility.
Executive Director's Report	Arun congratulated Meagan for being elected Vice Chair of SSTAC (Social Services Transportation Advisory Council).
Adjournment	The meeting adjourned at approximately 11:00 AM.

ITEM # 4

TO: BOARD OF DIRECTORS

FROM: Arun Prem, Executive Director and Brooke Connell, Office Manager

RE: Annual Board of Directors Meeting Planning

ISSUE:

Staff seeks Board input and assistance with the Annual 2017 FACT Board of Directors Meeting scheduled on Thursday, December 14, 2017:

- Planning Committee
- Theme
- Award recipient
- Guest Speaker(s) and keynote address
- Possible Board, CAM appointments and Bylaws updates

BACKGROUND

The 2017 Annual Board of Directors Meeting is scheduled in December as specified by the bylaws and the purpose is to review the Financial Audit report. Typically, the Annual meeting agenda also includes topical presentations and speakers, the annual FACT Award presentation, and other business items as needed. During the last two years, the year-end Council on Access and Mobility (CAM) meeting was combined with the Annual Meeting.

Planning Committee

In recent years an Annual Meeting Planning Committee comprised of Board members and staff developed the Annual Meeting theme, agenda and presentations. Board members Bob Campbell, LaVonna Connelly and George Gastil served on the committee for the 2016 Annual Meeting; they were reappointed to the 2017 Committee during September 2017.

Norine Sigafoose Partner of the Year Award

Nominations are needed for the 2017 award.

Theme

The themes of the recent meetings were outreach to cities and medical services providers. In 2017 FACT provided promotional rides to veterans and amended service policies to make rides more affordable for people travelling with companions/family. The emphasis on reaching out to Cities and Hospitals was maintained during the year 2017.

Guest Speakers and Keynote

Several names of local stakeholders were proposed during recent Board meetings, including Mr. Jim Madaffer, some State elected officials, former State Senator Jim Mills, and local officials.

Staff has begun outreach to representatives of stakeholder organizations including SANDAG, Caltrans, FTA, APTA and CalACT. Mr Nick Macchione (HHSA) was mentioned as a potential speaker.

Potential Board Appointments and Bylaws updates

There have not been any recent discussions about potential new Board members except the one Board members expected to be appointed by SANDAG’s Transportation Committee (TC). There have not been any discussions about bylaws revisions during recent Board meetings but bylaws updates are typically handled during the Annual Meetings.

The TDA and Internal Financial audits are expected to be concluded on schedule and the reports will be available during the Annual Meeting.

RECOMMENDATION:

NONE.

ITEM # 5

TO: BOARD OF DIRECTORS
FROM: Arun Prem, Executive Director
RE: Board Officers Nominating Committee
ISSUE:

Staff requests Board members to nominate Board Officers Nominating Committee members in order to plan for Board Officers Elections during December 2017.

BACKGROUND:

According to FACT bylaws Board Officer elections are held during the Annual Meeting (December 14, 2017). A nominating committee appointed by the Board prepares a slate of nominees for Board's review. The Nominating Committees recommendations for a slate will be reviewed by Board members during November 2017.

Portions of FACT bylaws that address Board officer elections are shown below:

**ARTICLE 4
OFFICERS OF THE BOARD**

SECTION 4.1. NUMBER OF OFFICERS The officers of the corporation shall be a Chairperson of the Board (or President), one or more Vice Chairperson (or Vice Presidents), a Secretary, and a Treasurer. The corporation may also have, as determined by the board of directors, assistant secretaries, assistant treasurers, or other officers. Any number of offices may be held by the same person except that neither the secretary nor the treasurer may serve as the president or chairperson of the board. The Executive Director will not be an Officer of the Board.

SECTION 4.2. QUALIFICATION, ELECTION, AND TERM OF OFFICE Only authorized members of the Board may serve as officers. Officers shall be elected by the board of directors at the Annual Meeting. There are no term limits for officers. **SECTION 4.3.**

SUBORDINATE OFFICERS The board of directors may appoint such other officers or agents as it may deem desirable, and such officers shall serve such terms, have such authority, and perform such duties as may be prescribed from time to time by the board of directors.

RECOMMENDATION:

Staff requests the Board to appoint a Board Officers Nominating Committee tasked with proposing a slate for Board approval.

ITEM #6

TO: BOARD OF DIRECTORS

**FROM: Arun Prem, Executive Director and Meagan Schmidt,
Operations Manager**

RE: Review of Pilot Proposal for City of San Marcos

ISSUE:

This item presents an update on the proposed 4-month pilot transportation service for City of San Marcos.

BACKGROUND:

FACT staff held detailed discussions with **Catherine Manis**, Recreation Program Coordinator, City of San Marcos regarding collaborative transportation services for seniors. San Marcos currently provides seniors with free scrip that can be used to purchase taxicab rides. FACT presented the options of either providing transportation based on a fixed per mile cost or a flat rate that would be economical for on-demand curb to curb rides. A pilot project was discussed as a means to test the services as well as generate data indicating the demand for transportation. FACT is awaiting a response from the City regarding next steps.

In October 2017 FACT signed an agreement with San Marcos which covers a partnership involving a 4-month pilot project where FACT would provide rides to the City's clients for a nominal fee which is specified in the agreement. At the end of the pilot the City has proposed an option to continue services at a revised rate, subject to a not-to-exceed amount of \$25,000.00 per year. While it is not clear whether the \$25,000.00 amount is sufficient to meet the potential demand, FACT would not have an obligation to provide rides once the \$ limit was reached.

A follow up meeting with City of San Marcos staff was scheduled on October 24. An update and preliminary operational plan will be provided during the October Board meeting.

**RECOMMENDATION
NONE**

ITEM # 9**TO: BOARD OF DIRECTORS****FROM: Arun Prem, Executive Director & Meagan Schmidt,
Operations Manager****RE: FACT Services Updates****ISSUE:**

This item includes monthly updates on CTSA, RideFACT and contracted services.

BACKGROUND:

	July-17	Aug-17
SERVICE	ONE-WAY TRIPS	ONE-WAY TRIPS
First Transit	0	0
Poway	0	0
Oceanside	473	501
Elderheip	15	22
Tri-City	99	112
RideFACT	1,487	1,871
TOTAL	2,074	2,506

First Transit/MV NCTD LIFT Service:

FACT has provided transportation for NCTD's LIFT program through First Transit since March 2014. A total of 11,346 trips were provided from March 2014 - June 2017.

LIFT transitioned to a new contractor, MV Transportation, on July 1, 2017. FACT met with MV on June 14th to discuss contract terms. The contract is being reviewed by FACT's attorney and requests have been submitted to MV for consideration. FACT held a meeting with current LIFT brokerage vendors to discuss the new contract terms and expectations.

MV has been operating all trips without subcontracting through the present date. FACT staff attended the first ADA Review Meeting on 7/18 discussing the MV service transition.

On September 12 a revised version of the contract was received. The new contract mitigates the insurance coverage issue by reducing the coverage levels in line with current practice. FACT staff will meet with MV over the next few days to review the terms and get a better understanding of the volume and nature of services required by MV.

On October 13th FACT signed the final contract and it was provided to MV. MV has sent over instructions for driver training and contractor profile information. An upcoming meeting with MV will be set to review the packet information.

City of San Marcos

FACT staff held detailed discussions with **Catherine Manis**, Recreation Program Coordinator, City of San Marcos regarding collaborative transportation services for seniors. San Marcos currently provides seniors with free scrip that can be used to purchase taxicab rides. FACT presented the options of either providing transportation based on a fixed per mile cost or a flat rate that would be economical for on-demand curb to curb rides. A pilot project was discussed as a means to test the services as well as generate data indicating the demand for transportation.

A signed pilot contract was provided to the City of San Marcos on October 16th. City of San Marcos staff will meet on October 24th to review the details of the scope of the pilot which will run for 4 months.

City of Carlsbad

FACT staff met with Council Member Mark Packard and Jason Haber, Assistant City Manager and presented information on FACT services, number of RideFACT rides provided to Carlsbad residents, and discussed current senior services offered by the City. In view of the limited nature of current services and service reductions due to proposed elimination of some public transit services, FACT discussed the options to enhance mobility using the brokerage model and contracted services. Mr. Haber requested RideFACT materials that would be distributed to Carlsbad residents and some data pertaining to the Oceanside contract for comparison.

City of Escondido

FACT staff contacted the City Council members and requested a presentation on FACT services before the Council. One of the Council Members Hon. Michael Morasco responded and recommended that FACT staff hold a preliminary meeting with City Staff. In a follow-up message we were informed that Assistant Director of Community Services, Danielle Lopez, will contact us to schedule a meeting regarding the presentation.

Tri-City Contract

FACT began transportation services for Tri-City Medical Center in December 2016. Discharged patients are provided with rides from all hospital departments to their residence. In the future trips will be provided in-kind towards the match portion of the Rides to Wellness Grant which will be executed in the upcoming months.

Currently trips are provided through Yellow Cab and Lyft Concierge. Tri-City staff fill out taxi vouchers and schedule Lyft trips via the Concierge portal. FACT bills Tri-City after adding a small mark up. FACT has provided 791 trips for Tri-City patients between December 2016 - August 2017.

City of Oceanside Senior Van Service:

Contracted service for Oceanside began in September 2013. FACT has invoiced City of Oceanside for 20,148 trips from September 2013 - August 2017.

Oceanside staff recently updated their enrolled members, approximately 2,000 clients are pre registered to use this service.

On June 21st, the Oceanside City Council voted to extend the contract from July 1, 2017 - June 30, 2019. Revisions to the rate structure were approved in the contract extension.

Elderhelp Program

Contracted service for Elderhelp began on March 12th, 2015. The Board approved the extension of the Elderhelp contract on March 26th. 1,503 total trips were provided between March 2015 and August 2017. Trips are provided by FACT brokerage providers as well as Lyft while monitored during business hours. Any trips that Elderhelp cannot accommodate due to their limited monthly budget are referred to RideFACT.

Poway Adult Day Health Care Transportation Service Contract

FACT has provided transportation for Poway Adult Day Healthcare Center clients since January 2013. Due to funding constraints Poway decided to end the contract January 31, 2017.

Safety First was the recent provider for these trips. A total of 17,528 trips were provided from January 2013 - January 2017.

RouteMatch Software Implementation & Impacts

RouteMatch software went live on 4/7/17. Trip scheduling and dispatching for RideFACT and contracted services (Oceanside, Elderhelp), as well as referrals are handled through RideFACT modules. Trips scheduled for Tri-City are handled through different mechanisms based on the contracted service preference.

Reporting based on the software began for April's service data. More detailed data is available for referral and trip information through the RouteMatch reporting module.

FACT staff is working with RouteMatch's Client Success team on the best formats for reports as well as verification of accurate billing rules for brokerage provider and contracted service invoicing.

RideFACT & Contracted Service statistics ytd for fiscal year July 2012 - August 2017

CTSA, RideFACT & Contracted Service Data	Web hits	Referrals	Agencies 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
Jul-16	1,658	90	145	0	1,167	1,029	138	1,164	2,822	11.7	\$17.35
August	1,733	99	145	0	1,497	1,365	132	1,412	3,145	11.2	\$16.92
September	1,593	121	145	0	1,415	1,273	142	1,194	2,787	11.7	\$15.66
October	1,712	78	145	0	1,382	1,186	196	1,412	3,124	11.7	\$15.14
November	1,493	102	145	0	1,209	1,044	165	1,230	2,723	11.9	\$15.66
December	1,378	94	145	0	1,089	973	116	1,261	2,639	12.5	\$16.57
Jan-17	1,534	83	145	0	1,098	1,026	72	1,224	2,758	11.5	\$12.29
February	1,459	74	146	1	1,139	999	140	918	2,377	10.5	\$13.06
March	1,489	72	147	1	1,405	1,223	182	1,339	2,828	10.9	\$11.56
April	1,480	52	147	0	1,161	996	165	1353	2349	11.5	\$16.74
May	1,589	64	148	1	1,428	1,356	72	1334	2690	11.3	\$14.88
June	1,228	81	148	0	1,457	1375	82	1359	2734	11.7	\$16.55
Subtotal	18,346	1010	148	2	15,447	13,845	1602	15,200	29,045		
Jul-17	1,425	90	151	3	1,561	1,487	74	587	2,074	10.8	\$13.69
August	1,464	134	151	0	1,942	1,871	71	635	2,506	10.6	\$14.43
Subtotal	2,889	224	151	3	3,503	3,358	145	1,222	4,580		
Total	134,982		151			55,000		53,572	108,572		

***NOTE** Edits to the database referral listings is ongoing. There have been program deletions, additions and edits to information and contacts. Outreach is being done by FACT's Office Manager, Brooke, to add more programs to the database and edit information when necessary.

RECOMMENDATION:

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

ITEM # 11

TO: BOARD OF DIRECTORS

FROM: Arun Prem, Executive Director

RE: STANDING ITEM - UPDATES ON KEY INITIATIVES

ISSUE:

This Item provides Board members with ongoing updates on key initiatives.

BACKGROUND:

Outreach to Cities:

During 2016 FACT prioritized outreach to Cities as a means towards promoting and expanding specialized services in a cost-effective manner. Expansion of brokerage based Contracted services similar to the City of Oceanside service model would enhance the capacity for specialized service in San Diego. It would make transportation more affordable due to the competitive nature of the brokerage. In January 2017 FACT developed marketing materials which describe the contracted services and provide some examples of the benefits and potential cost savings for Cities. FACT staff made presentations before the City Councils in Lemon Grove and San Marcos. A meeting with the staff from City of Vista was planned in early June, to discuss potential for sharing a FACT owned vehicle with Vista. A future presentation during the meeting of the League of Cities was tentatively discussed during FACT's April Board meeting.

During August 2017 FACT will researched all cities, senior centers, Adult Day Care Centers, Medical Centers and other organization that need transportation for resident or clients and followed up with a direct mailing campaign. FACT's marketing brochure and contact information was included in the mailer.

Update

Meagan and Arun met with Donna Meester from **City of Vista** and discussed FACT and Vista services in order to review collaboration opportunities. Vista plans to expand some medical and other travel options for residents by possibly sharing the use of a FACT owned vehicle in the near future. Some other options included review of cost of scrip and preliminary discussions on whether the funding could be optimized by used brokerage based taxicab services providers. In August FACT staff had several discussions with **City of San Marcos** to discuss a pilot project involving contracted rides to supplement the Scrip based transportation service offered at this time and discussed options to expand services. In September Arun met with **City of Carlsbad** representatives to review potential for collaboration. A meeting request was sent to **City of Escondido** requesting a meeting with City staff or a presentation during a Council Meeting.

RECOMMENDATION:

None

ITEM # 14

FROM: Arun Prem, Executive Director; Brooke Connell, Office Manager

RE: Executive Director Report

Meetings and Events 9/20/2017 - 10/24/2017

- 9/20 Meeting with Erin Bobrowski, Property Manager - Arun and Brooke**
- 9/20 MV Contract Review Meeting - Arun and Jonathan
- 9/21 MTS ADA Review - Jonathan
- 9/21 LIFT Meeting -AGTS, Safety First, Arun, Meagan, Jonathan
- 9/21 CalACT Legislative Committee Meeting - Arun
- 9/26 Shared Mobility for People with Disabilities Webinar - Jonathan and Christian
- 9/26 Staff Meeting
- 9/27 San Diego County Volunteer Driver Coalition - Leticia
- 9/27 Miller Consulting - Arun and Julius discussion re. cost allocation
- 10/2 APTA Membership Meeting and Conference Portfolio Webinar - Arun
- 10/4 CalACT Conference Committee Call - Arun and Meagan
- 10/5 Annual Report Photo Shoot - Brooke and Jonathan
- 10/6 Veterans Coalition - Leticia
- 10/7-11 APTA Conference- Arun Prem**
- 10/10 Salvation Army Presentation El Cajon - Leticia
- 10/11 Year-End Giving Secrets that Inspire Donors Webinar - Brooke
- 10/12 Oceanside Senior Expo - Leticia
- 10/12 USDOT Open House - Arun**
- 10/13 Rides for Neighbors Transportation and Fitness Expo - Leticia
- 10/13 Transit and Paratransit - Talent Management Training - Budd
- 10/17 CAM - Budd, Meagan, and Brooke**
- 10/17 NCTD ADA Review -Jonathan
- 10/18 Volunteer Coalition Driver Training & Appreciation Event - Leticia
- 10/18 Meeting with City of Vista, Donna Meester - Arun and Meagan**
- 10/18 Social Media for Nonprofits Webinar - Brooke
- 10/19 WTS - Meet the Elected Officials Members Only Event - Meagan
- 10/23 Quarterly Short Range Transit Task Force Meeting - Meagan
- 10/24 City of San Marcos Meeting (Darren, Catherine, Brenda) - Arun and Meagan**

Upcoming Meetings and Events

- 11/10 Office CLOSED Veterans Day Obs.
- 11/16 November Board Meeting *holiday schedule
- 12/14 Annual Meeting * holiday schedule