

MOVE Board of Directors Meeting Agenda

1:00 PM, Tuesday, June 21, 2022

MOVE Office 3500 Coffee Road Modesto, CA 95355 Room 112

You may also attend this meeting by utilizing "GoToMeeting" online conferencing. Email Stacie Morales for meeting Link

staciem@movestanislaus.org

<u>AGENDA</u>

1. Call to Order

2. Roll Call -

Jenny Kenoyer Jeff Lambaren Pat Maisetti Lupe Aguilera Geri Vargas

3. Public Comments

Matters under the jurisdiction of the MOVE Board of Directors, and not on the agenda may be addressed by interested parties in the audience at the beginning of the regular agenda. Any member of the audience wishing to address the Board of Directors during the "Public Comments" period shall be permitted to be heard for up to five minutes or at the discretion of the Chair.

4. Approve Minutes

Action: Approve minutes of May 24, 2022, Board Meeting.

5. Professional Services Agreement with Stanislaus Council of Governments (StanCOG) for the Volunteers on the Go (VOGO) Project– Stacie Morales

Action: Authorize the CEO of MOVE to enter into a Professional Services Agreement between Stanislaus Council of Governments (StanCOG) and MOVE Stanislaus Transportation (MOVE) for the continuation of the MOVE VOGO pilot program and to execute any and all documents and to take any steps necessary to complete this agreement.



6. CEO Report

- 7. Comments by Rosa De León Park, Ex-Officio
- 8. Comments by Board Members

9. Information Items

 a. The following items are for information only May 2022 Program Reports

10. Adjourn

Next Scheduled Board Meeting:

July 19, 2022 (Tuesday) @ 1:00 PM Stanislaus Veterans Center 3500 Coffee Road, Room 112 Modesto, CA 95355 Due to Covid-19 the meeting may be held in person and/or on-line via "GoToMeeting" conferencing.



DATE: June 21, 2022

TO: MOVE Board of Directors

RE: Minutes of May 24, 2022

Agenda Item: 4

MEETING MINUTES

PRESENT:

Chair Jenny Kenoyer Vice Chair Jeff Lambaren Director Pat Maisetti

ALSO PRESENT: Stacie Morales, Hayley Vieyra, Rosa De León Park , Clint Miller, Laura Coutrakis, and David Gonzalez.

1. Call to Order – 1:10 PM

2. Roll Call –

- a. Jenny Kenoyer
- b. Jeff Lambaren
- c. Pat Maisetti
- d. Lupe Aguilera- absent
- e. Geri Vargas- absent

3. Public Comments

Matters under the jurisdiction of the MOVE Board of Directors, and not on the agenda may be addressed by interested parties in the audience at the beginning of the regular agenda. Any member of the audience wishing to address the Board of Directors during the "Public Comments" period shall be permitted to be heard for up to five minutes or at the discretion of the Chair.

No comments made by those present.

4. Approve Minutes

Motion made by Director Maisetti, Seconded by Chair Kenoyer to approve minutes of March 29, 2022, Board Meeting: Passed: Unanimous

5. Presentation: MOVE Website – Stacie Morales/David Gonzalez

David Gonzalez presented the newly developed MOVE website. New features included: Accessibility options – such as changing the appearance of the website with larger fonts or high contrast settings for those who are visually impaired.

MCVE

Language options – a drop down menu which allows users to choose a specific language to display for all the content on the site.

Volunteer Stories – section on the home page, clickable for those who'd like to read more.

Success through COVID – shows MOVE's consistent efforts and successes throughout the pandemic.

Program pages include a "call to action", which offers the opportunity to apply or volunteer for the program.

Events and News – includes a calendar of activities which we will allow community partners to add their county events and educational classes. The news section provides stories and transit news.

Chatbot – speak bubble on the bottom right of each page allows visitors to ask about different subjects and programs and gives them a link to the page they are looking for.

Contact page- submits form to MOVE staff to follow up on any inquiries.

Discussion: Stacie Morales informed the Board that even though we haven't begun any marketing efforts, we have already received several inquiry forms from people visiting our website. Additionally, will be conducting training sessions with our community agencies to teach them how to add their events to the community calendar.

6. Adopt MOVE Stanislaus Transportation (MOVE) Amended Corporate Bylaws – Stacie Morales

Discussion: In February 2022, the Board approved a committee to review the current bylaws and make recommendations for updating and approving the bylaws. The committee was made up of Board Members Director Aguilera, Vice Chair Lambaren and MOVE CEO Stacie Morales. Changes included removing language regarding the incorporation of MOVE, reduction of officer positions, process to fill Board Member vacancies, and process for establishing committees. Vice Chair Lambaren added that compensation for Board Members has been added in the event they need assistance in getting to Board Meetings or conducting MOVE related business. Also, members with prior Board approval may receive reimbursement for business related events and trainings.

Motion made by Director Maisetti, Seconded by Chair Kenoyer to adopt the amended Bylaws for MOVE Stanislaus Transportation (MOVE). Passed: Unanimous

7. Adopt Resolution No. 2022-0501 between MOVE Stanislaus Transportation and the California Department of Transportation (Caltrans) - Stacie Morales

Discussion: Stacie Morales presented information regarding the Caltrans 5310 Transportation Grant. Caltrans conducts a "call for projects" every two years and the most recent was in



January 2022. Normally several agencies apply, however due to COVID, only Catholic Charities applied for the grant. Catholic Charities didn't apply for the full amount available. Stacie was contacted by Stanislaus Council of Governments (StanCOG) and Caltrans asking if MOVE would like to apply for the grant funding. The grants applications were completed and submitted on May 4, 2022, for a total of \$358,000. The applications include replacing one VetsVan vehicles with a lift. The current vehicle is owned by Stanislaus County, which due to age will be decommissioned. The remainder of the grant funding, we will be used to fund Travel Training services. The balance will pay the expenses of the two current Travel Trainers as well as an additional Travel Trainer as we are expecting an increase in demand.

Motion made by Chair Kenoyer, Seconded by Director Maisetti to adopt Resolution No. 2022-0501 authorizing Chief Executive Officer to file and execute applications, certification of assurances, contracts or agreements or any other documents required by the California Department of Transportation on behalf of MOVE Stanislaus Transportation to aid in the financing of a replacement wheelchair accessible VetsVan vehicle and the Travel Training Expansion pursuant to 5310 of the Federal Transit Act (FTA C 9070.1G). Passed: Unanimous

8. Adopt by resolution No. 2022-0502 the Measure L Community Connections/Rail Service Project funding and Memorandum of Understanding with Stanislaus Council of Governments (StanCOG) – Stacie Morales

Discussion: Ms. Morales provided an overview of the VOGO (Volunteers on the Go) program explaining that as a pilot program, which started in 2018, had been funded by the Air Resources Board. VOGO provided rides for people in Riverbank, Manteca, Lathrop and Escalon. The qualifications to use the service were that taking public transit for their trip would take longer than an hour and a half, or they lived more than ³/₄ mile from a bus stop. The funding ended on March 31, 2022, so we reached out to StanCOG who recommended utilizing the Measure L Community Connections funding to continue the program within Stanislaus County. This requires us to restructure the program as all the funding is coming in from Stanislaus County residents. Therefore, the funds must be used to serve only Stanislaus County. We will continue to serve Riverbank, however StanRTA is in the process of making changes to their fixed routes, to streamline the services offered in the county, which may leave certain cities and areas in the county with a greater need for alternative transportation options. We'll be working closely with StanRTA and Turlock Transit to identify the areas of need and include them as we restructure the program. Our MOVE Director of Mobility Hayley Vieyra and CEO Stacie Morales have been working with San Joaquin County to create a program which would provide rides for San Joaquin residents and those who need to cross county lines.

Vice Chair Lambaren asked about San Joaquin needing to provide funding for their residents. Ms. Morales explained that San Joaquin has a couple of different options, they could create a similar program and hire a staff member to coordinate it, or they could hire MOVE and our established coordinator to provide the program for them. We will work with them to establish a program for their county due to the value it provides to their residents.

Motion made by Director Maisetti, Seconded by Chair Kenoyer to adopt Resolution No. 2022-0502 to enter into a Memorandum of Understanding with StanCOG for the purpose of



receiving Measure L Community Connections funding for the continuation of the MOVE VOGO program; and further to authorize the CEO to make any subsequent adjustments as determined by StanCOG or as a result of the StanCOG review process; and finally, to submit any revised documents resulting from this process. Passed: Unanimous

9. Professional Services Agreement between Volunteer Transportation Center (VTC) and MOVE Stanislaus Transportation – Stacie Morales

Discussion: Volunteer Transportation Center (VTC) is a non-profit agency located in New York. VTC is the organization that created the software VOGO volunteers utilize to access the VOGO program. VTC schedules the rides and provides the mileage reimbursements to the drivers. This agreement will ensure all the pieces are in place to continue this project. The funding for this contract is derived from the Transportation Development Act (TDA) Claim for Fiscal Year 2022/23 approved by the MOVE Board of Directors on March 29,2022. The additional funding will be provided by the Measure L Community Connections/Rail Service project funding. The total compensation to be paid to VTC under this agreement will not exceed \$171,200 during the period of May 24, 2022 – June 30, 2024.

Motion made by Director Maisetti, Seconded by Chair Kenoyer to authorize the CEO of MOVE to enter into a Professional Services Agreement between Volunteer Transportation Center (VTC) and MOVE for the continuation of the MOVE VOGO program and to execute any and all documents and take any steps necessary to complete this agreement. Passed: Unanimous.

10. Financial Report Update – Stacie Morales/Miller Consulting

Discussion: Clint Miller and Stacie Morales presented the quarterly financial updates from the Statement of Financial Position. Highlights included Current Assets, Liabilities, and Equity as of March 31, 2022. Mr. Miller then presented the Budget vs. Actuals. The TDA revenue is the funding requested in the budget for annual operation. Director Maisetti asked if that money comes in between July and March each year, Ms. Morales explained that the payments usually come within the first few months of each fiscal year. If the funds are not utilized during the year, they are carried over to the next year. Mr. Miller went on to explain that Minor Computer & Software refers only to purchases that are under \$1000 in cost and have a usable life of less than one year. If there are computer purchases that do not fall under that criterion, they are placed in the Temporary Asset Holding account. Bank Charges are when we intentionally stop payments on a lost check. Program Expenses were below budget due to statewide COVID 19 Pandemic restrictions.

Ms. Morales shared that after reviewing this report with Mr. Miller, they are planning to make some changes to the report design. The revised report will include additional columns to reflect the entire year and the percentage of the full year's budget.

11. CEO Report

Fraudulent checks: Several months ago, we were notified by our bank that a check was received, which was out of sequence with our regular checks. This brought awareness that there were fraudulent checks which appeared to be from MOVE. To protect our accounts, we



enrolled in a bank program called Positive Pay. This program requires us to check our account every day before 10:00am to review checks being processed. Twenty-four fraudulent checks have attempted to be cashed. To this day no fraudulent checks have been cashed and our accounts are protected.

CalACT: Stacie Morales and Hayley Vieyra attended the in-person conference in Newport Beach this year. The in-person conferences are extremely beneficial in that we are able to meet with other CTSA's and share information. There were several different trainings provided, two I found to be very valuable were Title VI and Mobility on Demand.

Chair Kenoyer attended with Rosa De León Park, the Executive Director of StanCOG. Chair Kenoyer was awarded the Distinguished Service Award for her Leadership. Her contributions and dedication have improved transportation in our county. Additionally, Ms. Morales received the Rising Star award, and it was amazing to see how far MOVE has come in the last nine years. This brought attention to our county and showcased the many services we can provide in a county our size. Ms. Morales will be working with CalACT to coordinate a day with CTSA's in California to share programs and ideas for improved transportation for seniors, veterans, and individuals with disabilities.

Budget Updates: The budget was presented to the Cost-Sharing Committee on April 26th and received approval. The Policy Board will meet on June 16th, 2022. The Policy Board approval is the final step in the budget process. The new fiscal year starts July 1, 2022.

Vice Chair Lambaren congratulated Ms. Kenoyer and Ms. Morales on their awards.

12. Comments by Rosa De León Park, Ex-Officio

Rosa De León Park acknowledged the awards and the recognition they bring to our county. CalACT attracts members all over California, and other states come as well to see what California is doing. Seeing Stacie receive the Rising Star award makes me proud that agencies can see that we have a Rising Star getting statewide and national recognition speaks to the quality of people we have in our region.

Thank you to Jenny Kenoyer for her leadership and all of the work she has done over the years and her dedication. We would not have a CTSA, if not for the champion she has been for this county. She is very deserving of the leadership award!

Clarissa Hernlund is our new Senior Transit Planner for StanCOG, we hope to come and participate with all of you more in-person over the next year.

Thank you all for the great work you're doing!

13. Comments by Board Members

Comment from Chair Kenoyer, she is just amazed at how far we've come and grateful to have such a wonderful board to work with.



14. Information Items

The following items are for information only: March/April 2022 Program Reports

15. Adjourn 2:29 PM

Next Scheduled Board Meeting: June 21, 2022 (Tuesday) @ 1:00 PM Stanislaus Veterans Center 3500 Coffee Road, Room 112 Modesto, CA 95355 Due to Covid-19 the meeting may be held in person and/or on-line via "GoToMeeting" conferencing.



DATE:June 21, 2022TO:MOVE Board of DirectorsFROM:Stacie MoralesRE:Professional Services Agreement with Stanislaus Council of Governments
(StanCOG) for the Volunteers on the Go (VOGO) Project

Agenda Item: 5

Discussion:

Volunteers on the Go (VOGO) pilot program is a volunteer ridesharing service administered by MOVE. The service provides free rides to residents in and around the rural community of Riverbank where transit is limited or unavailable. VOGO enhances and promotes the use of transit by providing transportation to the nearest transit stop or station. If the total trip length is over 1.5 hours using transit, VOGO will provide transportation to the final trip destination within Stanislaus and San Joaquin County. VOGO is part of the existing VAMOS smartphone trip planning application (App.) allowing reservations for VOGO rides to be made directly through the VAMOS App. VOGO is shown as an option when transit is not available.

The pilot provides the opportunity to expand the program to other rural areas in the Stanislaus Region. StanRTA is currently in the process of completing a Comprehensive Operational Analysis (COA) for their transit services throughout Stanislaus County. Once that is completed, the study will help us to determine where the lack of transit is and expand the VOGO program to those areas.

Fiscal Impact:

The program was originally funded through the California Air Resources Board (CARB) grant funding which expired March 31, 2022. On April 20, 2022, the StanCOG Policy Board awarded \$78,634 in Measure L Community Connection funds as a contribution to the program continuing for an additional two years and expand the program to other rural areas in the Stanislaus Region. The funding for the VOGO project that has been included in MOVE's Transportation Development Act (TDA) claim for FY 2022/23 is \$176,000. The additional funding will be requested in MOVE's TDA claim for FY 2023/24 for a total of \$104,676.

It is recommended that the Board of Directors:

Authorize the CEO of MOVE to enter into a Professional Services Agreement between Stanislaus Council of Governments (StanCOG) and MOVE Stanislaus Transportation (MOVE) for the continuation of the MOVE VOGO pilot program and to execute any and all documents and to take any steps necessary to complete this agreement.

Attachments:

Professional Services Agreement with StanCOG for the VOGO Project (attached in board packet email)

Transportation that Changes Lives	BRIDGES VOLUNTEER DRIVER PERFORMANCE		JTEER DI	RIVER PI	ERFORN		<u> RECORD : Year 10 : July 2021 - June 2022</u>	: Year 1() : July 2	<u>021 - Ju</u>	ne 2022) of 13
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
													age
Ridership Statistics													P
# of One Way Trips	1,752	1,762	1,696	1,846	1775	1,852	1593	1708	2271	2473			18,728
# Miles of Service Provided	13,341	13,753	14,423	14,509	14739	14954	12758	14407	17014	19399			149,298
# of Riders	75	77	71	80	74	78	73	79	94	104			81
Avg. Reimbursement Per Trip	\$3.81	\$3.90	\$4.14	\$3.93	\$4.15	\$4.04	\$4.00	\$4.22	\$4.38	\$4.59			\$3.94
Reimbursement	\$6,671	\$6,877	\$7,021	\$7,255	\$7,370	\$7,477	\$6,379	\$7,204	\$9,953	\$11,349			77,554
Trip Purposes													
Medical	496	458	435	499	517	461	379	463	543	667			4,918
Grocery/RX	487	503	465	487	515	549	528	494	692	767			5,487
Life Trips	769	801	796	860	743	842	686	751	1036	1039			8,323
Data Entry													
Online	17	15	12	13	14	12	13	12	15	20			
Manually by staff	58	62	59	67	60	66	60	67	79	84			662

¹ ADA Interviews & Assessments ² ADA Timelimit Ceres	Reterrals Mobility Training	Withdrawn Did not complete interview process	Requests Withdrawn (this month) Hearings Held (this month)	Appears Requests Received (this month)	⁴ Average Days	Waximum Days No. of Determinations over 21 days	² Compliance with ADA Timelimit	Visitor: Determin	Immed Med: Phone	Extension:	Total ADA Determinations	Not Eligible	Temporary Unconditional		-	Professional Verifications	MMSE	Functional Skills Assessment	¹ No Assessment	Assessments conducted during the reporting mo	Renew: In-Person (Phone due to COVID) ¹ TOTAL ADA Interviews	New: In-Person (Phone due to COVID)	TOTAL Appt by Status Interviews conducted during the reporting month	Turlock	The "S"	APPOINTMENTS by Status during the reporting n		CALLS for Appointments: received during the		Mobility Training	Did not complete interview process Referrals	Withdrawn	Requests Vithdrawn (this month)	Appeals Requests Received (this month)	No. of Determinations over 21 days ⁴ Average Days	³ Maximu	TOTAL Non-ADA Determinations ² Compliance with ADA Timelimit	Visitor:	Extension: Phone Immed Med: Phone	Requests by Phone		Temporary Unconditional Conditional		ADA .	Professional Verifications	Functional Skills Assessment MMSE	¹ TUG Gait & Balance	Assessments conducted during the reporting mo	¹ TOTAL ADA Interviews	New: In-Person (Phone due to COVID)	Interviews conducted during the reporting month	The "S" Turlock		APPOINTMENTS by Status during the reporting n		CALLS for Appointments: received during the		Targeographic that Change Live
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VetsVan Summary Report

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Month	Days	Riders	Drivers	Hours	Hours	Miles	Perf	Canc	No Show	Сар	NE	Vol	S age 12
TOTAL	228			2301.5	821.53	40,387.08	805	252	8	0	N	74	N ₽
Jul 2021	21	22	4	186	73.43	3,647.89	58	თ	0	0	0	0	0
Aug 2021	22	21	S	171	64.10	3,153.32	62	10	N	0	0	4	0
Sep 2021	21	25	7	227	76.02	3,776.87	69	24	0	0	0	თ	0
Oct 2021	21	25	9	216	76.47	3,693.59	84	16	N	0	0	0	0
Nov 2021	19	27	ω	261	66.58	3,269.99	76	20	N	0	0	N	0
Dec 2021	20	27	7	209	80.24	4,031.92	69	31	0	0	0	4	0
Jan 2022	20	29	7	216.5	81.60	4,048.93	81	30	0	0	0	14	0
Feb 2022	19	28	10	183	62.16	2,929.88	75	17	0	0	0	N	0
Mar 2022	23	39	9	217.5	84.05	4,079.39	79	32	0	0	0	30	N
Apr 2022	21	30	ω	221	87.31	4,316.50	78	30	ο	0	0	10	0
May 2022	21	29	13	193.5	69.57	3,438.80	74	36	N	0	N	N	0



TRAVEL TRAINING, EDUCATION, AND OUTREACH PERFORMANCE RECORD 2021/2022

													13
TRAVEL TRAINING	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Successfully Trainings	4	2	ω	ω	2	1	0	6	4	7	4	0	<u>9</u> 15
Unsuccessful Trainings	0	0	0	0	0	0	0	0	1	3	1	0	J .,
Continued	0	3	ы	0	4	0	0	1	2	5	4	0	22
PARATRANSIT													
ADA Certified Eligible	2	2	2	3	2	1	0	2	5	8	5	0	32
Seniors 65+ Eligible	0	0	1	0	0	0	0	0	0	0	0	0	1
Non-ADA Eligible	2	0	0	0	0	0	0	4	0	2	0	0	8
TRANSIT AGENCIES AND COST AVOIDANCE													
THE S (StanRTA)													
#of participants trained	4	2	ω	2	2	1	0	л	4	7	з	0	33
Estimated # of trips monthly	60	80	72	40	80	40	0	100	121	134	18	0	745
*Estimated Value of Trips avoided Monthly	\$1,466	\$1,955	\$1,760	\$978	\$1,955	\$978	\$0	\$2,444	\$2,957	\$3,275	\$440	\$0	\$18,208
Cost Avoidance for remainder of fiscal year	\$17,597	\$21,507	\$17,597	\$8,798	\$17,597	\$6,843	\$0	\$12,220	\$11,829	\$9,825	\$880	\$0	\$124,693
StaRT (StanRTA)													
#of participants trained	0	0	0	1	0	0	0	0	0	0	0	0	1
Estimated # of trips monthly	0	0	40	40	0	0	0	0	0	0	0	0	80
*Estimated Value of Trips avoided Monthly	\$0	\$0	\$1,048	\$1,048	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,097
Cost Avoidance for remainder of fiscal year	\$0	\$0	\$10,484	\$9,436	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,920
Turlock Transit													
#of participants trained	0	0	0	0	0	0	0	1	1	1	2	0	б
Estimated # of trips monthly	0	0	0	0	0	0	0	б	40	40	16	0	101
Estimated Value of Trips avoided Monthly	0\$	0\$	\$0	\$0	\$0	\$0	0\$	\$231	\$1,848	\$1,848	\$739	0\$	\$4,667
Cost Avoidance for remainder of fiscal year	\$0	0\$	\$0	0\$	\$0	\$0	\$0	\$1,155	\$7,394	\$5,545	\$1,479	0\$	\$15,573
COST AVOIDANCE SUMMARY (ALL AGENCIES)													
Total number of participants trained	4	2	з	ω	2	1	0	6	4	7	4	0	36
Estimated Trips Avoided Monthly	60	80	112	80	80	40	0	105	186	134	34	0	911
Estimated Trips Avoided Annually	720	960	1344	960	960	480	0	1260	2232	1608	408	0	10,932
Estimated ADA Mthly Cost Avoidance	\$1,466	\$1,955	\$2,808	\$2,026	\$1,955	\$978	0\$	\$2,675	\$4,806	\$5,123	\$1,179	0\$	\$24,972
Accumulative Annual Estimated Cost Avoidance	21/22												\$160,185
	A 07		0	10 75	6.00	47 76	200	5	2 0 0	7 47	1 1 1	4 47	0
	4.90	2.25	0.00	C2.2T	0.00	2.7.7	0.00	0.00	2.00	27 CA	2.0.2 CT.TT	1.43	9.9
Average in-direct	1.50	1.25	1.41	1.16	1.63	0.75	0.00	1.34	1.30	13.50	1.85	0.00	6.7
GROUP TRAVEL TRAINING/VIRTUAL													
# of sessions	0	0	0	0	0	0	0	1	1	0	1	0	1
# of trainees	0	0	0	0	0	0	0	4	16	0	25	0	4
EDUCATION AND OUTREACH													
Events/Presentations/Agency Contacts	59	52	4	28	6	1	1	16	2	33	19	0	221
# of Contacts	34	30	194	29	28	13	30	81	21	93	126	0	679