

access

BOARD OF DIRECTORS MEETING
Monday, February 27, 2023
General Session: 12:00 p.m.
Closed Session: Immediately Following

***Webinar - please see note below**

MISSION STATEMENT

Access Services promotes access to all modes of transportation and provides quality and safe ADA paratransit service on behalf of public transit agencies in Los Angeles County.

	<u>DISPOSITION</u>
1. CALL TO ORDER	ACTION
2. REVIEW & APPROVAL OF MINUTES FROM THE BOARD MEETING ON DECEMBER 12, 2022 (page 7) [Staff Recommendation: Approve minutes as written.]	ACTION [Vote Required: majority of quorum by roll call]
3. REVIEW & APPROVAL OF MINUTES FROM THE BOARD SPECIAL MEETING ON JANUARY 10, 2023 (page 18) [Staff Recommendation: Approve minutes as written.]	ACTION [Vote Required: majority of quorum by roll call]
4. REVIEW & APPROVAL OF MINUTES FROM THE BOARD SPECIAL MEETING ON FEBRUARY 7, 2023 (page 20) [Staff Recommendation: Approve minutes as written.]	ACTION [Vote Required: majority of quorum by roll call]
5. REPORT FROM EX-OFFICIO BOARD MEMBERS	INFORMATION
6. GENERAL PUBLIC COMMENT	INFORMATION

7. **SUPERIOR SERVICE AWARD** PRESENTATION

8. **CONSENT CALENDAR** ACTION

Items reviewed and approved by the Planning and Development Committee: [Vote Required: majority of quorum by roll call]

a) Consideration to Approve Diversity, Equity and Inclusion Resolution (page 22)
[Staff Recommendation: Approve the Board Resolution on Diversity, Equity and Inclusion.]

b) Consideration to Approve FY2022/23 Budget Amendment (page 25)
[Staff Recommendation: Authorize the increase of \$3,000,000 in the capital budget from \$33,782,327 to \$36,782,327.]

Item reviewed and approved by the External/Stakeholders Relations Committee:

c) Consideration to Approve Community Advisory Committee Stipend Increase (page 27)
[Staff Recommendation: Increase the CAC meeting stipend from \$25 to \$50 effective March 1, 2023.]

Item neither reviewed nor approved by any Committee:

d) Consideration to Approve Agency Public Meeting Procedures (page 29)
[Staff Recommendation: Approve the following resolution - "The Access Board of Directors has reconsidered the circumstances of the state of emergency; and the following circumstances exist: (i) The state of emergency continues to directly impact the ability of the members to meet safely in person; and (ii) State or local officials continue to impose or recommend measures to promote social distancing. Hence, teleconferencing for Access Board and committee meetings will continue for the next thirty (30) days."]

[Staff Recommendation: Approve the Consent Calendar.]

9. **CONSIDERATION TO APPROVE TRANSPORTATION NETWORK COMPANIES (TNCs) PILOT PROGRAM** (page 31) ACTION

[Staff Recommendation: Authorize the Executive Director to implement a pilot program as outlined in this item that will allow service providers to utilize TNCs as subcontractors for a duration of two years.] [Vote Required: majority of quorum by roll call]

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| 10. | BUDGET UPDATE | PRESENTATION |
| 11. | CONSIDERATION TO APPROVE FY24 FUNDING REQUEST
(page 35)

[Staff Recommendation: Authorize staff to submit a draft budget request for planning purposes in the amount of \$292,241,678 for FY24 to the Los Angeles County Metropolitan Transportation Authority (Metro).] | ACTION
[Vote Required:
majority of
quorum by roll
call] |
| 12. | OPERATIONS UPDATE | PRESENTATION |
| 13. | UPCOMING BOARD ITEMS (page 37) | INFORMATION |
| 14. | EXECUTIVE DIRECTOR'S REPORT | INFORMATION |
| 15. | BOARD MEMBER COMMUNICATION | INFORMATION |
| 16. | NEW BUSINESS SUBSEQUENT TO THE POSTING OF THE AGENDA | DISCUSSION/
POSSIBLE
ACTION |
| 17. | PUBLIC COMMENT WITH RESPECT TO CLOSED SESSION ITEMS | INFORMATION |
| 18. | CLOSED SESSION:

A) PUBLIC EMERGENCY (COVID-19), GOV. CODE 54957(a)
B) CONFERENCE WITH LEGAL COUNSEL: GOV. CODE §54956.9
1. Anticipated Litigation: Gov. Code §54956.9 (b)
(i) Significant exposure to litigation pursuant to subdivision (b) of Gov. Code §54956.9 (b) a situation where, based on the advice of counsel considering "existing facts and circumstances," there exists a "significant exposure to litigation".
2. Pending Litigation: Gov. Code §54956.9 (d)(1)
(i) Litigation, to which Access Services is a party, has been initiated formally.
1. International Brotherhood of Teamsters Local 848 v. Access Services, Case # LA-CE-1532-M
2. Aviles, Guillermo v. Access Services, Case # 20STCV3752 | DISCUSSION/
POSSIBLE
ACTION |
| 19. | ADJOURNMENT | ACTION |

Access Services does not discriminate on the basis of disability. Accordingly, Access Services seeks to ensure that individuals with disabilities will have an equal opportunity to participate in the range of Access Services events and programs by providing appropriate auxiliary aids and services for communications. Primary consideration is given to the request of individuals with disabilities. However, the final decision belongs to Access Services. To help ensure the availability of any auxiliary aids and services you require, please make every effort to notify Access Services of your request at least three (3) business days (72 hours) prior to the meeting in which you wish to utilize those aids or services. You may do so by contacting (213) 270-6000.

Note: Access Services Board meetings are held pursuant to the Ralph M. Brown Act [Cal. Gov. Code §54950] and are open to the public. The public may view and obtain all written information supporting this agenda provided to the Board both initially and supplementally prior to the meeting at the agency's offices located at 3449 Santa Anita Avenue, El Monte, California and on its website at <http://accessla.org>. Documents, including Power Point handouts distributed to the Board members by staff or Board members at the meeting, will simultaneously be made available to the public. Three opportunities are available for the public to address the Board during a Board meeting: (1) before closed session regarding matters to be discussed in closed session, (2) before a specific agenda item is debated and voted upon regarding that item and (3) general public comment. The exercise of the right to address the Board is subject to restriction as to time and appropriate decorum. All persons wishing to make public comment must fill out a goldenrod Public Comment Form and submit it to the Secretary of the Board. Public comment is generally limited to three (3) minutes per speaker and the total time available for public comment may be limited at the discretion of the Chairperson. Persons whose speech is impaired such that they are unable to address the Board at a normal rate of speed may request an accommodation of a limited amount of additional time from the Chair but only by checking the appropriate box on the Public Comment Form. Granting such an accommodation is at the discretion of the Chair. The Board of Directors will not and cannot respond during the meeting to matters raised under general public comment. Pursuant to provisions of the Brown Act governing these proceedings, no discussion or action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. However, the Board may direct staff to investigate and/or schedule certain matters for consideration at a future Board of Directors Meeting and the staff may respond to all public comments in writing prior to the next Board meeting.

Alternative accessible formats are available upon request.

***NOTE**

NOTICE OF ALTERNATIVE PUBLIC COMMENT PROCEDURES

Pursuant to temporary revised Brown Act requirements, Board members will be participating via webinar. The public may submit written comments on any item on the agenda - 1) through email by addressing it to - board@accessla.org or 2) via US Postal mail by addressing it to - Access Services Board Comments, PO Box 5728, El Monte CA 91734. Please include your name, item number and comments in the correspondence. Comments must be submitted/received no later than 10:00 am on Monday, February 27, 2023, so they can be read into the record as appropriate.

The public may also participate via the Zoom webinar link, or by teleconference. Please review the procedures to do so as follows -

How to Provide Public Comment in a Board Meeting via Zoom

Online

1. Click the Zoom link for the meeting you wish to join. Meeting information can be found at: https://accessla.org/news_and_events/agendas.html. Make sure to use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, or Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer. You may also use this direct link - <https://us06web.zoom.us/j/83547871169>
2. Enter an email address and your name. Your name will be visible online while you are speaking.
3. When the Board Chair calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak. Mute all other audio before speaking. Using multiple devices can cause audio feedback.
4. Please note that the "Chat" feature is not enabled during the meeting for general public attendees. If you cannot use the "raise hand" feature, then please submit a written comment as outlined above.
5. When called, please limit your remarks to three minutes. An audio signal will sound at the three-minute mark and the Chair will have the discretion to mute you at any point after that. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.

Note: Members of the public will not be shown on video.

By phone

1. Call the Zoom phone number and enter the webinar ID for the meeting you wish to join. Meeting information can be found at: https://accessla.org/news_and_events/agendas.html
2. You can also call in using the following information -
3. Dial (for higher quality, dial a number based on your current location):
US: +1 669 900 6833 or +1 669 444 9171 or +1 719 359 4580 or +1 253 205 0468
or +1 253 215 8782 or +1 346 248 7799 or +1 564 217 2000 or +1 646 931 3860
or +1 689 278 1000 or +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968
or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053

or +1 507 473 4847 or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 835 4787 1169

4. When the Board Chair calls for the item on which you wish to speak, press *9 to raise a hand. Speakers will be notified shortly before they are called to speak. Speakers will be called by the last four digits of their phone number. Please note that phone numbers in their entirety will be visible online while speakers are speaking.
5. If you cannot use the "raise hand" feature, the please submit a written comment as outlined above.
6. When called, please state your name and limit your remarks to three minutes. An audio signal will sound at the three-minute mark and the Chair will have the discretion to mute you at any point after that. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.



STATEMENT OF PROCEEDINGS FOR THE
MEETING OF THE ACCESS SERVICES
BOARD OF DIRECTORS

Webinar

December 12, 2022

12:00 p.m.

1. CALL TO ORDER

The meeting was called to order by Chair Gombert at 12:01 p.m.

BOARD MEMBERS PRESENT REPRESENTING A QUORUM

Present: Chair Martin Gombert, Vice Chair Lee Burner, Treasurer Doran Barnes, Secretary Dolores Nason, Directors Adrian Aguilar, Andrew Del Castillo, Theresa DeVera, Giovanna Gogreve and John Troost.

BOARD MEMBER(S) EXCUSED FROM THE MEETING

Not Present: None

2. REVIEW & APPROVAL OF MINUTES FROM THE BOARD MEETING ON OCTOBER 17, 2022

Recommendation: Approval of minutes as written.

Motion made by Secretary Nason to approve the minutes, seconded by Director Troost. Via Roll Call Vote - all were in favor, motion passed.

3. REVIEW & APPROVAL OF MINUTES FROM THE SPECIAL BOARD MEETING ON NOVEMBER 15, 2022

Recommendation: Approval of minutes as written.

Motion made by Director Gogreve to approve the minutes, seconded by Director DeVera. Via Roll Call Vote - all were in favor, motion passed.

4. REPORT FROM EX-OFFICIO BOARD MEMBERS

CAC Chair Yael Hagen reported that at the December 8 CAC meeting they had a robust conversation and presentation by Metro staff about the Mobility Wallet. She stated it was a year-long pilot program that was slated to start on January 20, 2023, designed for people with disabilities, seniors, and low-income participants. She explained there would be funds available for various types of shared ride fixed routes and other systems such as Access Services. They also discussed the new Eastern region's scope of work presented by Senior Manager of Operations Rogelio Gomez. He explained that San Gabriel Transit has had this contract from the beginning and that, in the new contract and scope of work, there would be more customer-focused features added to ensure better responsiveness to the riders. Chief Operations Officer Mike Greenwood presented the Public Transportation Agency Safety Plan and most of the discussion had to do with just the patterns of long shared rides and the effect on safety. In general, the comments were positive. They had a full agenda and they ended it with the viewing of the memorial video for David Foster. She appreciated that video and thinks that brought closure for a lot of people.

TPAC Chair Diane Amaya reported that TPAC met on November 10th, 2022. The committee discussed the following items. A presentation on Metro's NextGen impact presented by Director of Administration F Scott Jewell where he explained the changes that might take place in the Access service area map since some fixed-routes have been eliminated. Another item that was discussed was the Public Transportation Agency Safety Plan where Mr. Greenwood summarized the plan's content and safety requirements. She stated that Director of Information Technology Bill Tsuei provided an update on the Where's My Ride app and other technology projects. He said they were testing the mobile reservation function with focus group members and the enhancements are funded by FTA grants. She also stated that Mr. Gomez presented a summary of the draft scope of work for the upcoming Eastern region contract RFP.

5. GENERAL PUBLIC COMMENT

None.

6. SUPERIOR SERVICE AWARD

Project Administrator Vincent Pena introduced the Superior Service Award winner Mayra Aleman.

Director DeVera commended CTI and congratulated Mayra for receiving this long overdue recognition. Mayra has helped her numerous times and she thanked her and the whole CTI team for understanding that they need extra help sometimes. Mayra takes the extra steps to solve whatever problem is given to her and she truly appreciates that.

7. CONSENT CALENDAR

Recommendation: Approval of all items on the Consent Calendar.

CONSENT CALENDAR

- a) Consideration to Extend Term and Increase Funds - TAP Card Production Memorandum of Understanding (MOU)
- b) Consideration to Approve 2023 Board Calendar
- c) Consideration to Award Demand Forecasting Services Contract (AS-4161)
- d) Consideration to Approve Community Advisory Committee Member Reappointments
- e) Consideration to Approve Resolution to Continue Public Meetings through Teleconferencing

Public Comment:

None.

Motion made by Director Troost to approve the Consent Calendar item, seconded by Secretary Nason. Via Roll Call Vote - all were in favor, motion passed.

7. CONSIDERATION TO APPROVE PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)

Chief Operations Officer Mike Greenwood presented this item.

Public Comment:

None.

Board Discussion:

Secretary Nason asked Mr. Greenwood if there were two separate listings. If they were integrated into one list or does the new list replace the existing list? Mr. Greenwood responded that he assumed she was referring to the slide that talked about safety performance measures. He stated that they would be separate for the time being. He stated that they had thirteen existing performance measures that are reported in the Board Box. They are introducing five new measures and are going to track them internally and monitor them for the first year and then decide whether they will be included in the contracts or not, because they're all new. They need to see how they fare over the first year, get used to reporting on them, making sure that they're all accurate and that their targets are reasonable. He stated that they do plan on replacing

miles between road calls with mean miles between major mechanical failures over the next six months by the beginning of the new fiscal year.

Board Member Comments:

None.

Motion made by Secretary Nason to approve item, seconded by Director Aguilar. Via Roll Call Vote - all were in favor, motion passed.

8. SCOPE OF WORK REVIEW - EASTERN REGION

Chief Operations Officer Mike Greenwood presented this item.

Public Comment:

None.

Board Discussion:

Chair Gombert asked Mr. Greenwood if the scope accounts for the potential introduction of the operation of zero emission vehicles later in the contract period. Mike Greenwood stated it did not because they don't have a fleet of zero emission vehicles yet, and unfortunately they aren't even at the point where they can purchase them to start testing them. They are working on a pilot project with several fully electric vehicles, but a long-term commitment hasn't been reached yet. Chair Gombert asked that if something happened in the subsequent years, could the contract be amended. Mr. Greenwood responded that doing so could potentially impact the cost, or the staffing levels of our contractor, so yes it would be amended.

Treasurer Barnes stated that he was curious about the five-year base and the four one-year options. Given how much the economic picture has changed, he asked how confident they were in those outer years. It seems like the vendor would not be able to predict that far out. Mr. Greenwood responded that doing a five-year base but then having options years after that is reasonable. Treasurer Barnes thinks this is something to think about from a contract pricing and scoring standpoint.

Secretary Nason asked why there was no mention of the cost to develop the new scope of work. Mr. Greenwood responded that there has not been any additional cost to develop the scope of work and it was developed by the staff.

Director Gogreve asked a question about the call center and if there were any plans for additional staff. She asked if there were any plans to enhance the call center, especially for backup trips. Mr. Greenwood responded that there were not any assumptions in the scope of work requiring additional staffing for the call center. Over the past couple

of years, they have seen the introduction and success of the online booking platform, which has relieved some of the workload of the call center staff. Even if trips rise over the years, they expect that some of those trips will be booked online. The contractors have performed very well over the last few years on the call center statistics.

Director Gogreve asked if there were plans for the Board members to be on the RFP panel. Mr. Greenwood responded that they don't normally have a Board member on the evaluation panel, that's normally handled by staff. They will have an outside contributor though from one of their member agencies, to help assist the evaluation panel with reviewing the proposals and with the scoring.

Director DeVera stated that she would like to see some kind of disability sensitivity training, from the top down before it was included in the RFP. It is something where they know that they are serving a community that needs them and not just an ID number or a trip. Mr. Greenwood responded that Access does require sensitivity training as a mandatory training module. They also take a look at it from the perspective of what other contractor staff groups might benefit from that sensitivity training. The call takers get it as well, but there might be some other groups that interact with the riders that would benefit from that.

Director Burner asked if there was a possibility of receiving additional funds or dollars related to the Olympics. Access may require the contractor to provide some additional service with respect to the Olympics. Perhaps they would want to start thinking about some of those revenues that would be required over the next five years. Mr. Greenwood responded that there is staff at Access that are involved in discussions with Metro and others in regard to planning for the Olympics. Operations is obviously going to be monitoring that closely as they get closer to the Olympics, but hopefully they will get plenty of advanced planning notice to prepare for that.

Mr. Colaiace stated that they have had meetings with Metro staff who are working on the Olympics, and that led to the inclusion of Access in the initial project list. They will continue that collaboration as they move forward.

Director Aguilar stated that he was looking at a map of the service area and it looks like Eastern is the largest service area. He asked if there was any thought to splitting the size or dividing that region into multiple regions. He believes it might help with some of the concerns they are having in terms of customer service. Mr. Greenwood responded that during their comprehensive operations review, which occurred back in 2017, they did engage their consultant with looking at the size of the service regions, and whether there'd be any benefits to combining them or reducing them into smaller areas. One thing that was pretty prominent was that if they were to split a region, it would significantly add additional costs. There could definitely be some benefits by doing it, but there's also some additional costs and challenges associated with splitting a service area like that.

Director Aguilar asked if they are also operating a satellite yard. Mr. Greenwood responded that it was primarily a taxi yard, but they do have some Access vans there.

Secretary Nason stated she agrees with Director DeVera with regards to the riders being treated like they're just a number. She asked why the riders could not be included in the evaluation panel. Mr. Greenwood responded that it was not how it was done. It was a highly technical procurement, and they have Access staff and outside technical experts. This is why they are bringing the scope of work to the Board to hear the comments and input with the riders' best interest in mind. Secretary Nason responded that it was something to think about.

This was an informational item only.

9. SURVEY QUESTIONS REVIEW

Strategic Planner Eric Haack presented this item.

Public Comment:

Yael Hagen made a public comment by stating that she and a group of riders are concerned about responding to these questions. She appreciates the fact that a disclaimer was put into place that would assist people in that. She cautions that a lot of the information asked would be something that people will be very reluctant to share, because of their fear of either losing service or how this information might affect their eligibility. She thinks the best material they will get is the verbal, not subjective type of answers since the answers are recorded, they might be reluctant to respond.

Board Discussion:

Director Gogreve asked how they were going to market this survey. She asked what the plan was and if the plan was to yield as many responses as possible. Was there anything they learned from the previous surveys to be able to get as many responses as possible. Mr. Haack responded that in terms of marketing, it will be posted on the Access website as well as on the Where's My Ride app. They are conducting a survey partly to notify riders that if they receive a phone call, text message or get an email it's a legitimate message that's coming from the contractors at Access. They will have QR codes for this survey so that's something they have never done before. The riders will be informed automatically because they will receive it via email, or cell phone number that accepts text. They will get a notification for the survey and a link to then conduct the survey.

Director Gogreve asked if they had 71 questions and if their goal was to reduce them because that's a lot of questions. Mr. Haack responded that the survey has changed in terms of length. If the Board feels the survey should be shorter, then they will certainly look at making it shorter. Director Gogreve also wanted to be sure there were multiple

languages offered for the survey as well. She also asked if there was a cap on how many people can take the survey. Eric Haack stated that it was over 1,300 and it was not a cap but to be statistically valid they are seeking a minimum of 1,300 completed responses.

Director Aguilar asked how the 300 riders mentioned were going to be called for the phone surveys. He asked how they were going to be selected and make sure they do not respond multiple times on various platforms. Mr. Haack responded that if they have already completed the digital portion then they are already taken out of the list of people to call. They are selected from a pool of all Access eligible customers and also the breakdown based on size of region.

Director DeVera stated that they should not have seat drops and rather just maybe have a poster with a QR code on it because she has heard from many drivers that they hate cleaning up paper that is left behind. It would be easier to have a poster in the van with the QR code that they can scan as they enter or exit the vehicle. Mr. Haack responded they would explore this with their marketing team.

Director Gogreve asked to consider a kind of incentive to do the survey to be sure to get as many responses as possible. Mr. Haack responded that they have not needed an incentive program for completing the survey, because the respondents in the past have been quite eager to speak about Access, both their positive and negative experiences.

This was an informational item only.

10. PROCUREMENT PROCESS REVIEW

Manager of Procurement and Contract Administration Brian Selwyn presented this item.

Public Comment:

None.

Board Comments:

Director Gogreve asked if there was a policy on sole source procurement. Mr. Selwyn responded that sole source procurements are generally discouraged. If they are doing something experimental for which there may be only one company that provides the service or the goods, then they may do sole source. The requirements in terms of the federal requirements are that they must have a justification for it. That's something that must be approved by the Executive Director. There's also something called single source, and single source is where you put out an RFP, but only receive one proposal.

Director Nason stated that in the review they give monetary ranges by categories. However, regarding the cost standards, there's only the vague repeated phrase that cost must be fair and reasonable. She is just wondering what they consider fair and reasonable. Mr. Selwyn responded that for procurements, there are two different categories of evaluating cost. There's a price proposal and there's a cost proposal. The different factors are staffing, the proposed costs of insurance, of fuel, and they compare that to what they have paid in the past. The cost proposal itself is about 12 pages and the auditing and accounting department does an excellent job of going through the various cost elements of the proposal. It is time-consuming but as important as the analysis of the technical proposal. If it's something that's brand new, if it's a project that they have never been involved with before, they can look at what other agencies have paid for similar projects.

Deputy Executive Director Hector Rodriguez stated there were other rules they are required to abide by as well.

This was an informational item only.

11. OPERATIONS UPDATE

Chief Operations Officer Mike Greenwood presented this item.

Public Comment:

None.

Board Comments:

Director Gogreve asked where most of the ETA calls from the Where's My Ride app, were coming from and if they were concentrated in one area. Mr. Greenwood responded that they don't get their data by region but it's something they can look into and see if they can get that broken down into regions.

Director DeVera asked about the number of COVID cases and knowing that the incubation period is 2 to 14 days, how were they contacting the riders to notify them. Mr. Greenwood responded that depending on when the rider had COVID then they make the decision on what type of letter the rider will receive.

Director DeVera asked that they require contractors to have a disclosure for the drivers who do contract COVID or have been exposed. Mr. Greenwood responded that the contractors do have COVID policies in place to do exactly what you're saying.

Director Gogreve asked when would the replacement vehicles be coming in. Mr. Greenwood responded they do not have a firm date when the chassis will be available. At this moment the order hasn't been canceled so that is good. Director Gogreve also

asked if they were already discussing alternatives to procuring vehicles. Mr. Greenwood stated they are always looking at alternatives, but there are some complications that hamper looking at alternatives including the Buy America requirement, the funding source, and the increased cost in vehicles. Director Gogreve stated she is just worried that they are going to get to a really critical point and she is just hoping they have some type of an alternative plan.

12. UPCOMING BOARD ITEMS

Director of Administration F Scott Jewell presented this item.

Public Comment:

None.

Board Comments:

None.

This was an informational item only.

13. EXECUTIVE DIRECTOR'S REPORT

Executive Director Ander Colaiace stated that he was invited to attend the inauguration for the new Los Angeles Mayor Karen Bass. It was a well-attended historic and festive event punctuated by several great musical performances, culminating in Mayor-Elect Bass taking the oath of office from the Vice President of the United States, Kamala Harris. Access would like to congratulate Mayor Bass and looks forward to partnering with her and her administration on transportation issues critical to people with disabilities in Los Angeles County. Several Access staff and Board members recently attended the California Transit Association's 57th annual fall conference hosted by Omnitrans in Ontario, California. This year's theme was adaptable, sustainable, and equitable transportation, and it really focused on the critical forces that must be in place to ensure a successful future for our industry. It was a really informative conference, and they look forward to Access to working with Foothill Transit and the city of Pasadena to host next year's fall conference at the Pasadena Convention Center. He stated that the Access family has unfortunately suffered their share of losses this year and he would like to close his remarks with the presentation on a dear friend of the agency, Mike Culver.

Public Comment:

None.

Board Comments:

None.

14. BOARD MEMBER COMMUNICATION

Director Del Castillo thanked all the presenters for the very good and detailed reports. He has a much better understanding of the whole procurement process and the scope of work.

Director Troost echoed Director Del Castillo's remarks as well as wishing everyone a Happy New Year.

Director DeVera thanked staff for all the presentations, hard work and just taking feedback from the Board, riders, CAC, etc. She stated she looked forward to working with the new administration in City Hall. She wished everyone a happy holiday and Happy New Year.

Secretary Nason thanked her fellow directors and Access staff. She wished everyone happy holidays. She just heard about how the work that they do changes people's lives and makes a difference so they can live independently and that's what they do daily.

Director Gogreve thanked Chair Gombert and Mayra for her dedication to Access Services and the customers. She also thanked staff for their work and their dedication. They are a team and are striving to make Access the best service possible. She wished everyone a happy holiday and Happy New Year.

Director Aguilar stated that he knows a lot of effort, time and work went into the presentations and scope of work and thanked staff. He wished everyone a happy holiday.

Treasurer Barnes stated that the safety plan and focusing on safety is always a top priority. He is grateful for everything the staff has done this past year. He wished everyone the best for a Happy New Year.

TPAC Chair Amaya echoed what everyone else has said and congratulated Mayra for the Superior Service Award. She thanked Eric Haack for giving that commemoration of Mike Culver being such a wonderful human being that he was. She wished everyone a happy and healthy holiday and a prosperous New Year. She enjoys working with everyone.

CAC Chair Hagen expressed her condolences and sadness in hearing about the passing of Mike Culver as she had a chance to work with him several years ago. She

thanked Access staff and looking back at the past year, there's been a lot of fantastic successes. She thinks there have been a lot of productive and constructive conversations. She wished everyone a happy holiday and Happy New Year to everyone.

Chair Gombert wanted to conclude the meeting by thanking staff for their hard work and making those detailed presentations. He wished everyone a happy holiday season.

15. NEW BUSINESS SUBSEQUENT TO THE POSTING OF THE AGENDA

No new business was heard subsequent to the posting of the agenda.

16. PUBLIC COMMENT WITH RESPECT TO CLOSED SESSION ITEMS

There was no public comment.

17. CLOSED SESSION REPORT

Director of Administration F Scott Jewell stated that no action was taken by the Board.

18. ADJOURNMENT

Motion made by Treasurer Barnes, seconded by Director Aguilar to adjourn.

The meeting adjourned at 2:24 p.m.

Approved

Dolores Nason, Secretary

Date



**STATEMENT OF PROCEEDINGS FOR THE
SPECIAL MEETING OF THE ACCESS
SERVICES BOARD OF DIRECTORS**

Webinar

January 10, 2023

12:00 p.m.

1. CALL TO ORDER

Meeting was called to order by Chair Gombert at 12:01 p.m.

BOARD MEMBERS PRESENT REPRESENTING A QUORUM

Present: Chair Gombert, Vice Chair Burner, Treasurer Barnes, Secretary Nason, Directors Aguilar, Del Castillo, DeVera and Troost

BOARD MEMBER(S) EXCUSED FROM THE MEETING

Not Present: Director Gogreve

2. GENERAL PUBLIC COMMENT

None.

3. CONSENT CALENDAR

Recommendation: Approval of all items on the Consent Calendar.

- a) Consideration to Approve Resolution to Continue Public Meetings through Teleconferencing

Public Comments

None.

Motion made by Secretary Nason to approve the Consent Calendar, seconded by Director Troost. Via Roll Call Vote - all were in favor, motion passed.

4. **ADJOURNMENT**

Motion made by Secretary Nason, seconded by Director Aguilar to adjourn.

The meeting adjourned at 12:04 p.m.

Approved

Dolores Nason, Secretary

Date



**STATEMENT OF PROCEEDINGS FOR THE
SPECIAL MEETING OF THE ACCESS
SERVICES BOARD OF DIRECTORS**

Webinar

February 8, 2023

12:00 p.m.

1. CALL TO ORDER

Meeting was called to order by Chair Gombert at 12:02 p.m.

BOARD MEMBERS PRESENT REPRESENTING A QUORUM

Present: Chair Gombert, Treasurer Barnes, Secretary Nason, Directors Aguilar, Del Castillo, DeVera and Troost

BOARD MEMBER(S) EXCUSED FROM THE MEETING

Not Present: Vice Chair Burner and Director Gogreve

2. GENERAL PUBLIC COMMENT

None.

3. CONSENT CALENDAR

Recommendation: Approval of all items on the Consent Calendar.

- b) Consideration to Approve Resolution to Continue Public Meetings through Teleconferencing

Public Comments

None.

Motion made by Director Troost to approve the Consent Calendar, seconded by Secretary Nason. Via Roll Call Vote - all were in favor, motion passed.

4. **ADJOURNMENT**

Motion made by Director DeVera, seconded by Secretary Nason to adjourn.

The meeting adjourned at 12:05 p.m.

Approved

Dolores Nason, Secretary

Date

FEBRUARY 21, 2023

TO: BOARD OF DIRECTORS

**FROM: ALVINA NARAYAN, MANAGER OF TRAINING AND COMPLIANCE
MATTHEW AVANCENA, DIRECTOR OF PLANNING & COORDINATION**

**RE: CONSIDERATION TO APPROVE DIVERSITY, EQUITY AND INCLUSION
RESOLUTION**

ISSUE:

At the request of the Board, staff has developed a draft Board Resolution on Diversity, Equity and Inclusion (DEI). This item was reviewed and approved by the Planning and Development Committee.

RECOMMENDATION:

Approve the attached Board Resolution on Diversity, Equity and Inclusion.

IMPACT ON BUDGET:

There is no impact on the budget.

BACKGROUND:

In October 2021 the Board of Directors approved and adopted the agency's first Diversity, Equity and Inclusion Plan. To further this commitment, the Board of Directors requested that Access staff develop a Board Resolution for Diversity, Equity and Inclusion to serve as a formal commitment to DEI principles.

DRAFT Board Resolution: Diversity, Equity and Inclusion

Whereas, as the governing body of Access Services, which provides ADA Complementary Paratransit Service in Los Angeles County, we are both responsible for ensuring compliance with the law and advancing equal opportunity, diversity, equity, and inclusion for the customers and agency we serve;

Whereas, it is our role as Board members to serve as stewards of an integrated and inclusive transportation system that provides superior ADA Complementary Paratransit service for people with disabilities to help them be full participants in society;

Whereas, in our roles as Board members, we must listen and learn from the community we serve to bring the importance of transit equity, inclusion and diversity to the forefront;

Whereas, we are committed to advancing diversity, equity and inclusion within our agency such that our workforce is representative of the communities we serve;

Now, therefore, be it resolved, that we, the Board of Directors of Access Services, hold ourselves accountable for engaging in the vital work of advancing diversity, equity and inclusion as individuals and as an agency;

Resolved, that we pledge to approach these efforts with humility, introspection, and respect, being mindful of the importance of listening to and learning from those we serve.

We understand that these measures depend on collaboration with all relevant stakeholders, including government, transportation partners, and the communities we serve. We pledge to continue to collaborate closely with national, state, and regional organizations focused on these issues;

Resolved, that our efforts to address Diversity, Equity and Inclusion in ADA Complementary Paratransit in Los Angeles County will include, but are not limited to:

1. Strengthening our commitment to our community and the values in the Civil Rights Act of 1964 and associated statutes, seeking to protect all people from discrimination based on race, color, religion, sex, sexual orientation, national origin, disability, or age, and seeking to advance those goals in the delivery of our programs and services, working with our business partners and community.
2. Renew our unwavering commitment to the Americans with Disabilities Act (ADA) civil rights law for people with disabilities.

3. Enhancing decision-making processes focused on advancing and incorporating diversity, equity and inclusion in all aspects of transportation, including, but not limited to policy development, project and program delivery, environmental justice, or in other areas, through robust public engagement processes, especially in historically underserved communities.
4. Assessing and improving contracting and procurement practices to remove barriers and create and advocate for equitable opportunities and maximum participation for minority individuals, veterans, people with disabilities, small businesses and Minority, Women and Disadvantaged Business Enterprises. Develop and implement opportunities for Disadvantaged Business Enterprises and Small Business Enterprises including other diverse businesses so that they may participate in the economic benefits derived from transportation investments.
5. Informing decision makers about the importance of equitable transportation appropriations for the benefit of all communities we serve, particularly the impacts to historically underserved and underrepresented communities.
6. Implement initiatives and efforts to continue diversifying the transportation industry workforce and engaging underrepresented groups. Create additional strategies to enhance recruitment, hiring, promotion, training, leadership development, and retention of and support for a workforce at all levels that reflects the communities we serve.
7. Ensuring staff are provided workforce development and other training opportunities to develop competencies and create accountability for promoting equity, diversity, and inclusion.

Adopted by the Access Services Board of Directors on 27 February 2023.

FEBRUARY 21, 2023

TO: BOARD OF DIRECTORS

FROM: F SCOTT JEWELL, DIRECTOR OF ADMINISTRATION

RE: CONSIDERATION TO APPROVE FY2022/23 BUDGET AMENDMENT

ISSUE:

Board approval is required for a budget amendment to accommodate the purchase and development of real estate in the Antelope Valley region. This item was reviewed and approved by the Planning and Development Committee.

RECOMMENDATION:

Authorize the increase of \$3,000,000 in the capital budget from \$33,782,327 to \$36,782,327.

IMPACT ON BUDGET:

The funds for the capital adjustment will be transferred from the Facilities Development and Construction Fund. The overall budget for FY23 will also increase to \$254,874,890.

ALTERNATIVES CONSIDERED:

None. The funds requested will support contracts that are necessary for the due diligence inspection in escrow along with the expected award of architectural and engineering contracts in FY23.

BACKGROUND:

With the exception of its leased eligibility facilities, Access Services relies on its contractors to provide suitable operating facilities to perform ADA paratransit services. While this has generally worked for the Agency since its inception, staff believes, for both economic and operational reasons, that the Agency must control, and ideally own, its own operating facilities to ensure that quality, consistent ADA paratransit services are provided over the coming decades.

In April 2022, the Board established a Facilities Development and Construction Fund and set aside funds for the purpose of developing and constructing operating facilities. Subsequently, staff identified real property in the Antelope Valley for this purpose and

received approval from the Board in November 2022 to enter into a disposition and development agreement with the City of Lancaster.

Accordingly, funds will need to be used to accommodate expenditures related to the purchase of the real property along with projected contracts to be issued in FY23. As these funds were not part of the approved FY23 budget, Board action is required to amend the budget to reflect these costs.

The expected contracts/expenditures that will begin in FY23 are as follows:

Architectural & Engineering Services: \$1,473,000
Construction Project Management Services: \$750,000
Land Acquisition Costs: \$664,508
Surveys: \$60,000
Other: \$52,492

FEBRUARY 21, 2023

TO: BOARD OF DIRECTORS

FROM: MATTHEW AVANCENA, DIRECTOR, PLANNING AND COORDINATION

RE: CONSIDERATION TO APPROVE COMMUNITY ADVISORY COMMITTEE STIPEND INCREASE

ISSUE:

The Community Advisory Committee (CAC) has requested a stipend increase for its members for attending CAC meetings and other meetings requested by the Access Board of Directors. This item was reviewed and approved by the External/Stakeholders Relations Committee.

RECOMMENDATION

Increase the CAC meeting stipend from \$25 to \$50 effective March 1, 2023.

IMPACT ON BUDGET

The increase in meeting stipends will cost an additional \$4,500 per year for an annual cost of \$9,000.

BACKGROUND

Per the CAC bylaws, the Access Services Board of Directors authorizes a meeting stipend for each meeting in which CAC attendance is requested by Access Services staff or Board of Directors. Stipends are limited to two (2) meetings per month for CAC representatives.

CAC representatives were initially authorized to receive a stipend of \$50 but during FY 2004, the Access Board of Directors reduced the CAC and Board members' stipends by 50% to \$25 for CAC members, and \$50 for Board members.

In June 2016, the Board took action to increase the Board member stipend back to \$100 but left the CAC stipend unchanged. In July 2018, the Board took action to exclude five (5) Board member representatives from fixed route operators (L.A. Metro,

Municipal and Local fixed route operators, and City Selection Committee's Corridor Transportation Reps.) from receiving a meeting stipend.

FEBRUARY 21, 2023

TO: BOARD OF DIRECTORS

FROM: F SCOTT JEWELL, DIRECTOR OF ADMINISTRATION

RE: CONSIDERATION TO APPROVE RESOLUTION TO CONTINUE PUBLIC MEETINGS THROUGH TELECONFERENCING

ISSUE:

Pursuant to state law (Assembly Bill 361), Board approval is required to continue meeting through teleconferencing (virtually).

RECOMMENDATION:

Approve the following resolution - "The Access Board of Directors has reconsidered the circumstances of the state of emergency; and the following circumstances exist: (i) The state of emergency continues to directly impact the ability of the members to meet safely in person; and (ii) State or local officials continue to impose or recommend measures to promote social distancing. Hence, teleconferencing for Access Board and committee meetings will continue for the next thirty (30) days."

IMPACT ON BUDGET:

None.

ALTERNATIVES CONSIDERED:

The Board may opt to revert to in-person meetings, which would be applicable to all Board and committee (including CAC and TPAC) meetings. Board/committee members could elect to attend remotely, however the locations from which they attend would be subject to Brown Act requirements (posting of the address of the remote location along with allowing for public participation from that location). Public participation would also revert to the in-person requirement.

BACKGROUND:

During the pandemic, the Access Board and its committees have been able to meet via teleconference (virtually) due to a State of California executive order that suspended certain Brown Act provisions. While that order has expired, recently enacted state legislation (AB 361), allows for the continuation of virtual meetings

provided that the Board makes the determination as stated in the above recommendation. This determination must be made by the Board every 30 days.

Under current Los Angeles County Department of Health guidelines, masking is recommended indoors regardless of vaccination status in public and office settings when there is more than one (1) person in a room. In addition, social distancing for indoor operations and events is still recommended. These directives provide justification for the above recommendation.

Due to the thirty-day requirement, staff will schedule Special Board Meetings to renew the resolution as appropriate.

FEBRUARY 21, 2023

TO: BOARD OF DIRECTORS

FROM: HECTOR RODRIGUEZ, DEPUTY EXECUTIVE DIRECTOR

RE: CONSIDERATION TO APPROVE TRANSPORTATION NETWORK COMPANIES (TNCs) PILOT PROGRAM

ISSUE:

Access Service providers are currently experiencing difficulties in obtaining sufficient resources (either employee drivers or taxis) to meet customer demand during the Agency's peak service periods in the spring and fall. Board approval is required to implement a pilot program that will allow service providers to utilize TNCs, such as Uber, for a small portion of their next-day paratransit service. This item was reviewed and approved by the Performance Monitoring Committee.

RECOMMENDATION:

Authorize the Executive Director to implement a pilot program as outlined in this item that will allow service providers to utilize TNCs as subcontractors for a duration of two years.

IMPACT ON BUDGET:

The implementation of the program will not have a financial impact as our service providers will contract directly with the TNCs.

ALTERNATIVES CONSIDERED:

Staff continues to work with Access' providers to help them obtain traditional driver resources (employee driver and taxis) through the implementation of a Contractor Hiring Assistance Program and provided for additional funding in the FY23 budget to raise provider driver wages to be more competitive in the marketplace.

In addition to these initiatives, other alternatives include:

- Expand use of direct employees - The service providers are constantly seeking to expand the workforce to meet the demand. However, for most service providers, expanding the directly hired workforce to cover trips originally delegated to subcontractors during the bidding process could require additional support personnel as well as a renegotiation of contracts that would substantially

increase Agency costs. In addition, it is unlikely in the current economic environment that service providers could obtain sufficient personnel.

- Fleet Expansion - This option would go together with the first option outlined above. While expanding the fleet is prudent, this is a long-term solution rather than a short-term solution. Expanding the fleet is capital intensive and would require planning by this agency as well as our service providers as most of the existing operational facilities would not be able to accommodate an increase in the size of the Access dedicated fleet. In addition, this option would substantially increase Agency capital costs and would most likely take several years to fully implement.
- Increase use of taxis - To date, service providers continue to seek additional tax resources. Staff will continue to have conversations with our service providers to determine avenues that will lead to greater taxi participation in our contracts.
- Increase compensation to taxi subcontractors - The Board recently approved an increase to subcontractor (taxi) rates. Staff will follow the response to the increase to determine its effectiveness and what additional steps should be taken if necessary.

EFFECT OF APPROVAL OF STAFF RECOMMENDATION:

Should the staff recommendation be approved by the Board, staff would be authorized, but not required, to develop and implement a pilot project as outlined in this item that will allow service providers to utilize TNCs to supplement their available workforce and available fleet to meet demand. This pilot program will allow the agency to gauge the potential benefit of utilizing TNCs, the acceptance and adoption of technology, rider utilization of smartphones and the interaction of outside applications with Access technology.

BACKGROUND

Staff presented this concept to the Board at its regular meeting of July 2022. At that time, the Board approved the concept subject to the input of a proposed TNC Subcommittee Working Group.

The TNC Subcommittee Working Group, comprised of representatives from the CAC, TPAC and the Board, was assembled and met several times over the last six months. At its last meeting held on December 9, 2022, the working group approved the concept of utilizing TNCs as another Operations Monitoring Center (OMC) Backup Provider subject to the amendment of the current rider disclaimer.

In addition, the TNC Working Group approved the use of TNCs as potential subcontractors subject to the additional requirements listed below:

- Pilot program to be implemented in only one region during the pilot period
- The TNC program will be solely a rider opt-in program
- The selected region will have the ability to subcontract up to 10% of reservations from the nightly schedule and an additional 5% during the day should circumstances dictate
- Information about the TNC pilot program may be disseminated during the eligibility process but customers will have to go to Access' website to apply after they are deemed eligible
- The TNC pilot program may be added to the Travel Training program.
- Prepare a marketing program to inform and educate riders about the pilot program
- Assignment of trips to the TNC program will be at the discretion of the contractor
- Questions pertaining to TNCs have been added to the Customer Survey
- Disclosure of the differences among Access, taxi and TNC trips will be part of the online application process
- Email to be sent to riders who opt-in to the program to verify that in fact they are aware of the differences among the different providers of trips

Proposed TNC Pilot Project

The pilot project proposes to utilize TNCs in the following manner:

- Provide next-day transportation
- Allow Access service providers to subcontract up to 10% of the reservations received.
- Allow Access service providers to subcontract up to an additional 5% of trip demand as daily demand conditions dictate.
- Allow Access service providers to request authority from staff to subcontract additional work should conditions dictate for each day (e.g. major holidays).
- Riders will have to proactively opt-in to the program via the Access website or through Customer Service. Final opt-in details will be further developed once the program is approved.
- Only riders who have expressly given their approval to opt-in will be provided trips via a TNC.
- Verification of customer opt-in will be captured by both the Rider360 customer portal and the reservations and dispatching (RSDS) software.
- TNC drivers must have criminal background checks.
- TNC drivers must be screened for satisfactory driving history.
- TNC drivers must be regularly reviewed for new information related to criminal or driving history on at least an annual basis.
- TNCs will be required to provide insurance with minimums of at least \$1 million per occurrence.
- Reporting of collisions and incidents will mirror existing requirements.
- TNC vehicles will have to undergo the required inspection that the TNC requires and subsequent inspections as required by the TNC.

- All TNC vehicles must meet the minimum age and feature requirements as stipulated by the TNC.
- TNCs must provide 24-hour support for situations that may arise as part of the normal course of business.
- TNC drivers that perform services on behalf of Access service providers will be required to have at least one year of experience with the TNC.
- TNC drivers that perform services on behalf of Access service providers will be required to have the highest customer satisfaction rating.
- Collection of fares will be performed either through the TNC app or via a third-party app.
- TNC trips will be GPS tracked from the pickup point to the destination point.
- TNCs will be required to provide all data required by NTD and Access in a usable format for ease of reporting.
- TNCs will be required to provide service providers with a dashboard or ability to provide live trip information in order to allow the contractor staff to provide ETA information.
- TNCs will contract directly with Access service providers.
- Access service providers will provide separate billing details for trips performed by TNCs.
- Access will reimburse service providers for TNC trips at the same variable rate applicable to each contract.
- Customers will be contacted if they will be dispatched a TNC vehicle the day of the trip.
- All costs related to this pilot project will be paid using local funds only.
- The TNCs may differ from other Access subcontractors in that they will not have the same standard for driver training, driver assistance to riders, vehicle maintenance, driver credentialing, and drug & alcohol testing.
- The pilot program will start in one Access region but could be expanded to additional regions if successful.
- Staff will also consider the use of taxicabs that have not been certified for Access as part of this program.

Next Steps

Upon approval and implementation of the pilot, staff will provide updates as follows -

Year 1 and 2

- Monthly
 - Provide number of participants
 - Provide monthly volume of trips assigned to TNCs
- Present current results to the Board

Year 2

- Conduct an assessment of the program
- Provide recommendations to the Board.

FEBRUARY 21, 2023

TO: BOARD OF DIRECTORS

FROM: HECTOR RODRIGUEZ, DEPUTY EXECUTIVE DIRECTOR

RE: CONSIDERATION TO APPROVE FY24 FUNDING REQUEST

ISSUE:

Access is required to provide an estimate for the Agency’s Fiscal Year 2024 (FY24) budget needs to Metro for planning purposes by February 1, 2023. This item was reviewed and approved by the Planning and Development Committee.

RECOMMENDATION:

Authorize staff to submit a draft budget request for planning purposes in the amount of \$292,241,678 for FY24 to the Los Angeles County Metropolitan Transportation Authority (Metro).

IMPACT ON BUDGET:

The draft budget is comprised of the following elements (with a short description of each element below the table):

Total Operating Budget	\$249,828,158
Capital Program (Vehicles)	\$ 42,413,520
<i>Capital Program (Construction)</i>	<i>\$ 3,100,000</i>
<i>Capital Program Carry Forward</i>	<i>\$ 32,000,000</i>
Total FY24 Metro Budget Request	\$292,241,678
Total FY24 Budget - Inclusive of Capital Carry Forward	\$327,341,678

Total Operating Budget

The operating budget encompasses all operating expenditures that are usually presented in four (4) categories: Contract Operations and Management, Eligibility Determination, CTSA Function and Administration.

This draft budget is based on last year's HDR forecast for FY24 taken from its long range ridership estimates plus an anticipated increase in ridership of six percent (6%). Please note that the updated ridership forecast for FY24 has not yet been received. Staff anticipates that the draft ridership forecast will be available by mid-January and will revise the draft budget prior to the Access Board meeting scheduled for the month of February.

Capital Program

This portion of the budget is an anticipated request for additional funding to replace the growing number of vehicles that will need to be replaced in the upcoming fiscal year. Current projections indicate that well over half of the fleet will have over 250,000 miles, and an additional 16% of the fleet will be ready for replacement as they are expected to be over 200,000 but less than 250,000 miles. In total, Access should replace about 455 vehicles during FY24 in addition to any vehicles currently on order. Contractually, Access is required to replace most vehicles when they reach 250,000 miles.

Capital Program Carry Forward

This portion of the budget is the anticipated funding currently available for acquisition of vehicles which will likely not be spent by the end of fiscal year 2023. While purchase orders have been issued totaling about 210 units, the delivery of vehicles continues to be delayed due to issues entirely out of the Agency's control. Nonetheless, staff expects to receive between 70-75 vehicles by the end of June 2023. For planning purposes, the carryover amount is listed at the current amount available but will be adjusted and finalized before the final budget is submitted to the Board in June 2023.

ALTERNATIVES CONSIDERED:

No alternatives were considered as funding through the regional planning agency (Metro) is required to meet 100% of the expected demand for ADA transportation in Los Angeles County.

BACKGROUND:

FY 24 Budget Process

Staff has provided passenger demand, and a variety of other key data, to its third-party demand forecast developer, HDR. The resulting ridership demand projection will be utilized to develop a draft budget for next fiscal year (FY24). As discussed above, this budget will be refined in the coming months and brought back to the Board and its committees.

FEBRUARY 21, 2023

TO: BOARD OF DIRECTORS

FROM: F SCOTT JEWELL, DIRECTOR OF ADMINISTRATION

RE: UPCOMING BOARD ITEMS

ISSUE:

The following items are tentatively scheduled to be addressed by the Board and its committees through April 2023.

March 27, 2023 - Board Committee Meetings

Agenda Items:	Disposition:
On-Board Vehicle Camera Recording System Contract Extension	Action
Employee Health and Benefit Contract Renewals	Action
Self-Insured Retention Automobile Liability Program Renewal	Action
Commercial Business Package Insurance Renewal	Action
Insurance Third Party Administrator (TPA) Services Contract Extension	Action
Eligibility Services Scope of Work	Presentation

April 17, 2023 - Board Meeting

Agenda Items:	Disposition:
Committee Items Approval	Action