

access

BOARD OF DIRECTORS MEETING **REVISED**

Monday, March 25, 2024

General Session: 12:00 p.m.

Closed Session: Immediately Following

Access Services Headquarters
Council Conference Room, 3rd Floor
3449 Santa Anita Avenue
El Monte CA 91731

| | |
|---|---|
| Long Beach Transit 4801 Airport Plaza Dr. Long Beach CA 90815 | 3650 Fairland Boulevard Los Angeles CA 90043 |
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See *Note below for remote public link.

Access Values

To Lead

Develop and implement innovative ideas as part of a nationally recognized team.

To Succeed

Demonstrate a measured and expert approach to the business at hand.

To Respond

Be sensitive to the needs of our customers and respond to their requests in a timely manner.

To Protect

Deliver results that exceed our customers' expectations.

To Respect

Treat all customers the way we, ourselves, would want to be treated.

| <u>ITEM</u> | <u>DISPOSITION</u> |
|---|--------------------|
| 1. CALL TO ORDER | ACTION |
| 2. REPORT FROM EX-OFFICIO BOARD MEMBERS | INFORMATION |
| 3. GENERAL PUBLIC COMMENT | INFORMATION |
| 4. SUPERIOR SERVICE AWARD | PRESENTATION |

| | | |
|-----|---|---|
| 5. | <p>CONSENT CALENDAR</p> <p>a) Consideration to Approve Minutes from the Board Meeting on February 26, 2024 (page 6) [Staff Recommendation: Approve minutes as written.]</p> <p>b) Consideration to Approve Purchase Authorization for ADA Paratransit Vehicles (page 11) [Staff Recommendation: Authorize staff to purchase up to 70 vehicles through the Cal ACT/Morongo Basin Transit Authority (MBTA) Vehicle Purchasing Cooperative contract 21-01 through RO Bus Sales and Davey Coach for an amount not to exceed \$9,900,000.]</p> <p>[Staff Recommendation: Approve the Consent Calendar.]</p> | <p>ACTION [Vote Required: majority of quorum by roll call]</p> |
| 6. | BUDGET UPDATE | PRESENTATION |
| 7. | INFORMATION TECHNOLOGY UPDATE | PRESENTATION |
| 8. | OPERATIONS UPDATE | PRESENTATION |
| 9. | UPCOMING BOARD ITEMS (page 13) | INFORMATION |
| 10. | EXECUTIVE DIRECTOR'S REPORT | INFORMATION |
| 11. | BOARD MEMBER COMMUNICATION | INFORMATION |
| 12. | NEW BUSINESS SUBSEQUENT TO THE POSTING OF THE AGENDA | DISCUSSION/ POSSIBLE ACTION |
| 13. | PUBLIC COMMENT WITH RESPECT TO CLOSED SESSION ITEMS | INFORMATION |
| 14. | <p>CLOSED SESSION:</p> <p>A) CONFERENCE WITH LEGAL COUNSEL: GOV. CODE §54956.9</p> <p>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".</p> <p>2. Pending Litigation: Gov. Code §54956.9 (d)(1) (i) Litigation, to which Access Services is a party, has been initiated formally.</p> | DISCUSSION/ POSSIBLE ACTION |

15. **ADJOURNMENT**

ACTION

Access Services does not discriminate based on 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 a specific agenda item is debated and voted upon regarding that item, (2) public comment and (3) before closed session regarding matters to be discussed in closed session. 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 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

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/84526880115>
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: +1 669 444 9171 or +1 669 900 6833 or +1 346 248 7799 or +1 719 359 4580
or +1 253 205 0468 or +1 253 215 8782 or +1 386 347 5053 or +1 507 473 4847
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 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)
Webinar ID: 845 2688 0115
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, 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

FEBRUARY 26, 2024

12:00 p.m.

1. CALL TO ORDER

The meeting was called to order by Vice Chair Barnes at 12:17 p.m.

BOARD MEMBERS PRESENT REPRESENTING A QUORUM

Present: Vice Chair Doran Barnes, Secretary Dolores Nason, Directors Valerie Gibson, Giovanna Gogreve, Martin Gombert, Liam Matthews and John Troost

BOARD MEMBER(S) EXCUSED FROM THE MEETING

Not Present: Chair Theresa de Vera, Treasurer Lee Burner

2. REVIEW & APPROVAL OF MINUTES FROM THE BOARD MEETING ON JANUARY 22, 2024

Recommendation: Approval of minutes as written.

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

3. REPORT FROM EX-OFFICIO BOARD MEMBERS

CAC Chair Yael Hagen stated that the CAC received a report from Paul Gonsalves on legislation that would allow for advisory committee meetings to remain virtual. They also reviewed a video on how to make trip reservations. The CAC also had a discussion on future agenda items. They had a discussion about the RAISE grant application and there was a lot of fantastic support from the committee members. The CAC received subcommittee meeting reports on additional videos, improvements to the eligibility application and changes to the wording on the customer service line.

4. GENERAL PUBLIC COMMENT

Jason Wyland made a public comment and asked if the new Access vans will be able to have enough clearance to access the indoor pickup location at the Department of Water and Power.

Theresa de Vera made a public comment that Access should revisit LAX pickups/drop-offs because of the new construction that is going on. She stated it's really hard to find the rider.

5. SUPERIOR SERVICE AWARD

Project Administrator Faustino Salvador introduced the Superior Service Award winner, Douglas Gomez.

6. CONSENT CALENDAR

- a) Consideration to Extend Term and Increase Funds - On-Board Vehicle Camera Recording System Contract (AS-3906)
- b) Consideration to Extend Term and Increase Funds - Insurance Third Party Administrator Services Contract Extension (AS-4124)

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

7. CONSIDERATION TO EXTEND TERM, INCREASE FUNDS AND CHANGE RATES - SANTA CLARITA REGION SERVICE PROVIDER CONTRACT

Manager of Procurement and Contract Administration Brian Selwyn and Project Administrator Faustino Salvador introduced this item.

Board Member Questions:

Director Gogreve asked if they have any intentions of having Access to Work program or the PWD program in that region. Mr. Salvador responded that while these programs are available in the region there is no current interest among riders.

Board Discussion

Vice Chair Barnes stated that this moderate cost increase is better than they've seen in a lot of other contracts, so he is pleasantly surprised. Hopefully something they'll see more in the future as things start to settle down.

Secretary Nason asked if over seven million was moderate and Vice Chair Barnes said a 4% increase is moderate these days.

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

8. OPERATIONS UPDATE

Chief Operations Officer Mike Greenwood presented this item.

Public Comment:

Yael Hagen made a public comment by stating that she wanted to point out that the online reservation system also offers an additional accessibility feature for people who are unable to speak on the phone or unable to hold the phone.

Board Member Questions:

Director Gibson if there were any takeaways during the tabletop exercise. Mr. Greenwood responded there were always takeaways, and one was that this was their first opportunity to work with the eligibility contractor, MTM. They did a good job and they're glad they could include them for the first time in an exercise.

Director Gogreve asked if they already had the January statistics. Mr. Greenwood responded that the January data is not yet final but will probably be released in the next week. Director Gogreve also asked if they have an anticipated delivery date for the vehicles. Mr. Greenwood responded that they are receiving 5 to 10 vehicles a week and they expect that that'll be consistently up to 10 vehicles within the next month or so.

Director Gogreve asked if there were any delays with the manufacturing of vehicles. Mr. Greenwood responded that he isn't aware of anything that's delaying deliveries. He stated there was a delay getting some new air conditioning parts for the high top ProMasters but that has been addressed.

Vice Chair Barnes asked about the 15% of reservations being done online and that he was assuming that that's a good thing in that it makes it more efficient. Mr. Greenwood responded that it gives riders a choice and helps with decreasing calls. Vice Chair Barnes also stated that the Northern region ridership seems to be recovering slower or at a different pace than the other regions. Mr. Greenwood responded that the region provides a lot of transportation to adult day healthcare centers, and other activity centers. Some of them went out of business and others reduced the number of hours that they have available to their clients.

9. UPCOMING BOARD ITEMS

Director of Administration F Scott Jewell presented this item.

Public Comment:

None.

Board Member Questions:

None.

10. EXECUTIVE DIRECTOR'S REPORT

Executive Director Andre Colaiace stated that they had a virtual community meeting on Saturday with a great turnout, about 100 customers attending. Staff made some presentations on different topics but most of the time was set aside for customers to ask questions of staff. He thanked Director of Government Affairs and Outreach, Randy Johnson, and his staff for putting this together and Karen Gilbert who served as a moderator for the meeting. Mr. Colaiace also stated that he and Randy Johnson traveled to Washington D.C. to brief the congressional delegation and the Federal Transit Administration about Access services priorities. They met with both Senate offices and key members of the house, including a one-on-one meeting with Congresswoman Grace Napolitano from Montebello. They also met with the office of Congressman Mike Garcia of Santa Clarita, who, along with Senator Alex Padilla, sponsored an earmark request of \$3 million for our Antelope Valley facility. He thanked Jen Covino and her team at Covino Smith and Simon, our federal advocates, for arranging these meetings and accompanying us on the Hill.

Public Comment:

Yael Hagen made a comment by stating that the community meeting format was much better this time around. She thanked Randy Johnson for listening to them and for implementing some of their ideas. She thanked Karen Gilbert for an outstanding job and treating people with dignity and respect. She also thanked them for putting the notice out a lot earlier this time around and thinks it paid off with an increased number of participants.

11. BOARD MEMBER COMMUNICATION

CAC Chair Hagen congratulated the Superior Service Awardee, Mr. Douglas Gomez, for his hard work. They have excellent drivers, but it's always fantastic to be able to listen to a driver describe his job and just smile from ear to ear because of it.

Director Gibson stated that they did a great job of putting together those videos and for the awards. She is appreciative to hear and see the enthusiasm of Mr. Gomez and others in the past. She also stated the Olympics' planning process is making a lot of them nervous as well and looks forward to seeing how it proceeds.

Director Gogreve thanked Mr. Gomez and loves seeing someone who enjoys what they're doing. She also said that because of the new construction at LAX and the upcoming Olympics, she is hoping they can have an item about revisiting the process that riders have to go through at LAX. For the community meetings, she was wondering if they could extend the public comment period for the community meeting, and can it be opened up before the community meeting so people can submit comments via email and then have them answered at the community meetings. She suggested an agenda item or a board box report on ambulatory versus wheelchair users as well as a breakdown of how the service is being used along with Free Fare usage.

Director Troost congratulated Mr. Gomez for his great work and thanked staff for doing a good job.

Director Matthews stated that in relation to the adoption of the Where's my Ride app by the ridership, it's great to see that it is improving and helping alleviate some of the operational bottlenecks in customer service. He is happy to see they are making sure that they meet the needs of everyone.

Director Gombert thanked staff for the presentations and the hard work. He would like to recognize the hard work of Mr. Gomez up in Santa Clarita.

Secretary Nason stated that she is impressed with Mr. Gomez, and they are so blessed to have those kinds of dedicated drivers. She works with people with disabilities and knows how much it means to have a driver that's nice to them.

Vice Chair Barnes stated it was an honor to serve as the acting Chair.

12. NEW BUSINESS SUBSEQUENT TO THE POSTING OF THE AGENDA

None.

13. PUBLIC COMMENT WITH RESPECT TO CLOSED SESSION ITEMS

There was no public comment.

14. CLOSED SESSION REPORT

Legal Counsel Vince Ewing stated that, in relations to item 14B, the Board gave direction to staff but otherwise no action was taken.

15. ADJOURNMENT

Motion made by Director Gombert, seconded by Director Gogreve to adjourn.

The meeting adjourned at 1:13 p.m.

Approved

Dolores Nason, Secretary

Date

MARCH 18, 2024

TO: BOARD OF DIRECTORS
FROM: RICK STREIFF, SENIOR MANAGER, FLEET DESIGN & MAINTENANCE
DAVID CHIA, PROCUREMENT AND CONTRACTS ADMINISTRATOR
RE: CONSIDERATION TO APPROVE PURCHASE AUTHORIZATION FOR
ADA PARATRANSIT VEHICLES

ISSUE:

Board approval is required to purchase up to seventy (70) accessible vehicles for ADA paratransit service as outlined in the FY2023/24 budget.

RECOMMENDATION:

Authorize staff to purchase up to 70 vehicles through the Cal ACT/Morongo Basin Transit Authority (MBTA) Vehicle Purchasing Cooperative contract 21-01 through RO Bus Sales and Davey Coach for an amount not to exceed \$9,900,000.

IMPACT ON BUDGET:

The funds needed for the purchase of the 70 vehicles will come from the FY2022/23 authorized capital program utilizing a combination of local Toll Roads Grant, local Proposition C, and federal Section 5310 funds or other funds as may be made available by the regional planning agency. Four of the above vehicles will replace Access Road Safety Inspector vehicles that have met their useful life. The proposed total expenditure includes applicable sales tax, licenses, and fees.

ALTERNATIVES CONSIDERED:

None. The vehicles are needed to replace a similar number of vehicles which have reached or surpassed their established useful lifespan. This purchase will allow Access to continue to serve its customers with trips performed in safe, fuel-efficient vehicles.

EFFECT OF APPROVAL OF STAFF RECOMMENDATION:

Should the staff recommendation be approved by the Board, staff would be authorized, but not required, to negotiate and enter into a written contract for the purchase of vehicles upon terms and conditions no less favorable to Access Services than those proposed above. Access would not be legally bound to the vehicle purchase contracts unless such contracts are incorporated into a formal written agreement executed by all parties thereto and approved as to form by this entity's legal counsel.

BACKGROUND

Access' service provider contracts stipulate that vehicles will be replaced when they reach 250,000 miles, and the proposed vehicle purchases would serve to replace the vehicles that have reached the mileage threshold.

Prior to the pandemic, the MV-1, the only purpose-built ADA vehicle, ceased production entirely, and in late 2020, the Dodge Caravan also ceased to be manufactured. Staff had anticipated this change and were prepared to switch to another vehicle type that would be well suited to ADA paratransit service. The best candidate found was the Ram ProMaster van.

Sunset Vans in Riverside California, the supplier of the ProMaster vans, currently has two orders from Access on the production line and those orders will be completed in late July 2024. This new vehicle allotment, if approved, will fall in line with the production schedule after the completion of our previous purchase agreement. Three of the 5310 grant vehicles are cutaways, that if approved, will be built by Turtle Top located in New Paris, Indiana.

This vehicle order will include up to 67 Ram ProMasters vans (\$136,000 per unit) and 3 Turtle Top cutaway vans (\$155,000-\$170,000 per unit).

Access staff requests authority to sign vehicle commitment orders when chassis and/or order slots open as production capacity is limited due to pent-up demand created by the pandemic. Any delay in the order process will further delay vehicle deliveries.

Current & Upcoming Vehicle Orders

| Vehicle Type | #Ordered | # Completed | # Delivered |
|---------------------------------|------------------------------------|--------------------|--------------------|
| Ram ProMaster 136 | 58 | 49 | 49 |
| Ram ProMaster 136 | 101 | 32 | 32 |
| Ram ProMaster 136 | Purchase request issued for 48 | NA | NA |
| Ram ProMaster 136 | Order of 67 pending Board approval | NA | NA |
| Turtle Top Class B & C Cutaways | Order of 3 pending Board approval | NA | NA |

MARCH 18, 2024

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 2024.

April 22, 2024 - Board Meeting

| Agenda Items: | Disposition: |
|--|---------------------|
| Fleet Inspection Services Contract Award | Action |

May 20, 2024 - Board Meeting

| Agenda Items: | Disposition: |
|---|---------------------|
| Employee Health and Benefit Contracts Renewals | Action |
| Commercial Business Package Insurance Renewals | Action |
| Self-Insured Retention Automobile Liability Program Renewal | Action |