

access

BOARD OF DIRECTORS MEETING - REVISED

Monday, October 28, 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. REVIEW & APPROVAL OF MINUTES FROM THE BOARD MEETING ON SEPTEMBER 23, 2024 (page 6) [Staff Recommendation: Approve minutes as written.]	ACTION [Vote Required: majority of quorum by roll call]

3.	REPORT FROM EX-OFFICIO BOARD MEMBERS	INFORMATION
4.	GENERAL PUBLIC COMMENT	INFORMATION
5.	SUPERIOR SERVICE AWARD	PRESENTATION
6.	CONSENT CALENDAR	ACTION
	<ul style="list-style-type: none"> a) Consideration to Approve Additional Scope and Increase Funds - Architecture & Engineering Services Contract (AS-4165 (page 13) [Staff Recommendation: Authorize the additional scope of work and an increase of \$188,900 in funds for supplemental design services for Contract No. AS-4165 with HDR Architecture, Inc.] b) Consideration to Reappoint Transportation Professionals Advisory Committee Members (page 16) [Staff Recommendation: Approve the reappointment of the five Group B members as outlined in the Item.] c) Consideration to Approve Renewal of Agency Insurance Policies (page 17) [Staff Recommendation: Approve the purchase of various Agency insurance policies, including property, earthquake, crime, general liability, auto, executive professional liability, Directors and Officers, employment practices, cyber and workers' compensation insurance for a not-to-exceed amount of \$590,000.] 	[Vote Required: majority of quorum by roll call]
	[Staff Recommendation: Approve the Consent Calendar.]	
7.	FREE FARE AND TRAVEL TRAINING PROGRAMS UPDATE	PRESENTATION
8.	OPERATIONS UPDATE	PRESENTATION
9.	UPCOMING BOARD ITEMS (page 19)	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

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|-----|---|-----------------------------------|
| 14. | CLOSED SESSION: | DISCUSSION/
POSSIBLE
ACTION |
| | A) CALIFORNIA GOV. CODE § 54956.8 - REAL PROPERTY
NEGOTIATIONS - | |
| | 1. Property: APN:6139-014-008
Access Negotiator: Andre Colaiace/Hector Rodriguez
Negotiating Party: Colliers
Under Negotiation: Price and terms | |
| | 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. Acosta, Carolina v. Access Services; Claim No. 1106-AL-23-
0300103 | |

15.	ADJOURNMENT	ACTION
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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 two (2) 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/82736062585>
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: 827 3606 2585
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 two minutes. An audio signal will sound at the two-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

SEPTEMBER 23, 2024

12:00 p.m.

1. CALL TO ORDER

The meeting was called to order by Chair de Vera at 12:03 p.m.

BOARD MEMBERS PRESENT REPRESENTING A QUORUM

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

BOARD MEMBER(S) EXCUSED FROM THE MEETING

Not Present: None

2. REVIEW & APPROVAL OF MINUTES FROM THE BOARD MEETING ON JULY 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 Director of Planning and Coordination Matthew Avancena presented an item that would amend the bylaws so that the Chair and Vice-chair can continue to serve after their current terms. This was an action item, and it passed by unanimous vote. Subsequently, CAC officer elections were held, and Chair Hagen and Vice Chair Lantz were re-elected. Chief Operations Officer Mike Greenwood gave an overview of the driver and CSR training requirements. The topics included behind-the-wheel training, classroom-based defensive driving training, disability sensitivity, Access policies and procedures, working with different mobility devices, and tablet operation. Manager of Strategic Planning Eric Haack gave a kickoff presentation related to Access Services' upcoming five-year strategic plan for FY 2026 to FY 2030. The presentation included a multi-part discussion with customers, committees, agency partners, and Access staff. They also heard subcommittee

updates. The eligibility subcommittee finished reviewing the eligibility application. The operations subcommittee reviewed plans for a video for riders regarding emergency preparedness, which will inform riders what items should be taken on their Access trips to be prepared for emergencies, as well as what steps should be taken to prepare for emergencies at a rider's home. The video communications subcommittee is working on the script for a video on how customers can avoid receiving a no-show. The customer service subcommittee discussed expanding the list of FAQs on the website with questions specific to customer service so that customers can have access to important information.

TPAC Chair Fayma Ishaq stated that Manager of Strategic Planning Eric Haack and Intern Grace Clement reported on Access Services' upcoming five-year strategic plan. It will identify the projects that Access proposes to improve the agency or respond to anticipated challenges. Some challenges that they forecast are the World Cup in 2026, the Super Bowl in 2027, and the 2028 Olympic and Paralympic games.

4. GENERAL PUBLIC COMMENT

None.

5. SUPERIOR SERVICE AWARD

Project Administrator Jessica Volanos introduced the Superior Service Award winner, Victor Martinez.

6. CONSENT CALENDAR

- a) Consideration to Award Contract for Budget and Capital Planning Software (AS-4175)
- b) Consideration to Extend Term and Increase Funds - Financial Reporting Enterprise Resource Planning (ERP) Software Contract (AS-3753)
- c) Consideration to Approve Community Advisory Committee By Law Changes

Public Comment:

Lisa Anderson made a public comment concerning Access to Work and suggested reducing the fare back to \$2 instead of \$2.75.

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

7. CONSIDERATION TO APPROVE PURCHASE AUTHORIZATION FOR ADA PARATRANSIT VEHICLES

Senior Manager, Fleet Design and Maintenance Rick Streiff and Manager of Procurement Brian Selwyn provided the presentation for this item.

Public Comment:

Yael Hagen stated there were comments at both the Board and Community meetings concerning issues with the new Promaster vehicles. The new vehicles have a ramp that is way too steep. The handrails are great, but they're not in the correct position, and not long enough. Having a step is not sufficient since they should not have a step going into the middle seat. There are a lot of improvements still to be made and she is looking forward to seeing them. She would like to be more involved so she can give input to better modify the vehicles.

Board Member Questions:

Vice Chair Barnes asked how many miles an electric Promaster vehicle would do in a day. Senior Manager, Fleet Design and Maintenance Rick Streiff responded that this will be determined through the pilot project period. He added that the reason they are picking Santa Clarita and GPI to operate the units is because Santa Clarita's routes aren't as long as the other contractors and GPI could geofence the vehicle to fit whatever route they need to see how it works out.

Director Burner asked how many MV-1s are being replaced. He also asked about the capacity of the electric vehicles. Mr. Streiff responded that 42 of the MV-1s are being replaced and the electric vehicles have two mobility positions, and six ambulatory positions.

Director Gombert stated that over the last year or two, every time they have a vehicle procurement item come up, there are questions and feedback from CAC on the equipment. He asked if they are limited to the number and type of modifications they can make to a commercial vehicle based on liability issues and federal design criteria. Mr. Streiff responded that any changes they make to a vehicle that is on the CALACT/MBTA contract has to be authorized by CALACT/MBTA, so it meets the specification to the vehicle. If it's a cardinal change, they won't let them do it and that's why lowering the complete floor in a Promaster would be a cardinal change in the vehicle design. They would have to go back through the Altoona crash test protocols and request CALACT/MBTA change their schedule to meet the new specification.

Director Gogreve asked if the improvements with the air conditioning system included the heaters. Mr. Streiff said yes and added that they are also changing the ones in the field to match the new units. She also asked if the passengers have the ability to control the air flow and he said only the drivers do. Director Gogreve asked why the item and the presentation varied in terms of the number of vehicles being purchased. Mr. Streiff replied that it will be dependent on the price and availability of chassis.

Board Discussion

Vice Chair Barnes stated that acquiring vehicles to protect the environment is important but he wants to be kept informed as they continue with this project as they

are going to pay more than double for vehicles that are probably going to do half the job. It is a challenge to accomplish environmental goals and do it in a way that doesn't break the bank.

Director Gogreve asked the timeline for the pilot for testing electric vehicles. Mr. Streiff responded about a year. She also asked if the battery life, or the mileage is about 190 to 210 miles. Mr. Streiff responded that depending on the weather, the mileage varies.

Director Burner stated that GPI has experience with electric vehicles since they operate one for Long Beach Transit.

Chair de Vera stated that in the current ProMasters, transferring to the seat is impossible. Mr. Streiff responded that this would be changed in future versions.

Director Matthews asked if, as the vehicles are being modified, are they doing any type of monitoring and assessments from the community to see what that looks like as to the impact on the individuals. Mr. Streiff stated that they certainly try to do everything they can to mitigate any issues that riders have. He asked them to understand that there are specifications and standards for the vehicles so if they go too far outside of that specification, they may go outside of the crash testing protocols which may make Access liable in certain situations.

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

8. CONSIDERATION TO APPROVE TAX-EXEMPT BOND FINANCING RESOLUTION

Deputy Executive Director Hector Rodriguez provided the presentation for this item.

Public Comment:

None.

Board Member Questions:

Director Gombert was asked about the timeline for the next couple of months if the Board approves this item. Mr. Rodriguez responded that, assuming there is no extension in escrow, they can receive the funding promptly. If there is a delay, the bank would then issue a bridge loan until they get the bond tax-exempt financing in place. They then would pay off the existing loan using the tax-exempt financing.

Board Discussion

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

9. OPERATIONS UPDATE

Chief Operations Officer Mike Greenwood presented this item.

Public Comment:

None.

Board Member Questions:

Director Gogreve asked if the SR-5, with artificial intelligence, does it predict drivers that are driving more hazardously. Mr. Greenwood responded that it doesn't predict, but it can sense things and send alerts and report them. In terms of speeding, it can beep to the driver so that is a new feature.

10. UPCOMING BOARD ITEMS

Director of Administration F Scott Jewell presented this item. He also announced that the Annual meeting will be held in person on November 6 at the California Endowment center.

Public Comment:

None.

Board Member Questions:

None.

11. EXECUTIVE DIRECTOR'S REPORT

Executive Director Andre Colaiace stated that as the election approaches on November 5th, Access will be providing free rides to the polls. He believes everyone in L.A. County will receive a mail-in ballot, and those who wish to vote in person can make a request through reservations and the trips will be free. He also stated that he met with the Aging and Disability Transportation Network and talked about the improvements they have made at Access over the last few years. They expressed their support for further improvements like same-day service and expansion of certain parts of the service area. He announced that the American Public Transportation Association's biggest event, APTA Transform, will be headed to Anaheim this weekend and it will be an opportunity to learn what their peers are doing around the country in terms of transit for people with disabilities. There are also a number of sessions and committee meetings related to paratransit as well as planning for large events like the World Cup, the Olympics and Paralympics.

Board Member Questions:

Chair de Vera asked if they have to be in person calls to make a reservation for election day. He said it does have to be phone reservations, not online.

12. BOARD MEMBER COMMUNICATION

Secretary Nason stated that Access will be bringing people to DRC, Disabled Resources Center, to vote on the 28th because they have a flex vote center there. They have provided this for five years now and are very proud to do this during the general election.

Director Gogreve thanked and congratulated, Victor Martinez, the Superior Service winner. She asked if Access staff could provide them with a fleet procurement and replacement plan for the next five years. She also reported that Metro had their Triennial review and met with the FTA Chief Auditor, Olivia Fonseca, and she approved of their ADA paratransit oversight, and said that they were doing a great job working with Access Services.

Director Gibson thanked dispatcher Victor Martinez and stated they are a critical part of the operation. She agrees that they should take a look at extending the free rides during voting.

CAC Chair Hagen is happy to continue her service as the CAC Chair along with her Vice Chair, Terri Lantz. She appreciates the CAC members for all their hard work.

TPAC Chair Ishaq congratulated Victor Martinez for his hard work and dedication to being a dispatcher.

Chair de Vera thanked all the drivers and providers who continue to transport riders during the scorching heat. She congratulated Vice Chair Doran Barnes on his upcoming award of the prestigious Ray LaHood Award recognition from WTS. She also asked that they adjourn their meeting in honor and memory of Kenton Moore. He was an attorney for Access and litigated many cases for them and he stood up for what was right.

13. NEW BUSINESS SUBSEQUENT TO THE POSTING OF THE AGENDA

None.

14. PUBLIC COMMENT WITH RESPECT TO CLOSED SESSION ITEMS

Timothy Treu made a public comment by stating that he is an Access rider and is blind and has been having issues with information not being in Braille. He also asked if they could please send the renewal application when they say they will. He should be notified with plenty of time so that he is not cancelled from Access since it has

happened to him twice. He should not have to renew his application since he is blind for life and they should not have to renew if it is a permanent disability.

15. CLOSED SESSION REPORT

No action was taken.

16. ADJOURNMENT

Motion made by Director Gombert, seconded by Director Gibson to adjourn in the memory of legal counsel Kenton Moore.

The meeting adjourned at 2:27 p.m.

Approved

Dolores Nason, Secretary

Date

OCTOBER 21, 2024

TO: BOARD OF DIRECTORS
FROM: F SCOTT JEWELL, DIRECTOR, ADMINISTRATION
DAVID CHIA, PROCUREMENT AND CONTRACT ADMINISTRATOR
RE: CONSIDERATION TO APPROVE ADDITIONAL SCOPE AND
INCREASE FUNDS - ARCHITECTURE & ENGINEERING SERVICES
CONTRACT (AS-4165)

ISSUE:

Board approval is required to amend Contract No. AS-4165 for supplemental design changes related to site expansion, phased construction and other regulatory requirements of the Antelope Valley Paratransit Operations and Maintenance Facility Project.

RECOMMENDATION:

Authorize the additional scope of work and an increase of \$188,900 in funds for supplemental design services for Contract No. AS-4165 with HDR Architecture, Inc.

IMPACT ON BUDGET:

Additional design services are as follows:

1. Expanded Site	\$83,000
2. Landscaping	\$12,000
3. Camera Security	\$1,500
4. Energy Model	\$19,000
5. Two-Phased Master Planning	\$44,900
6. Buy America/Build America	\$26,000
7. Cost Estimating	\$2,500
Total	\$188,900

This action will result in an increase in the previously approved contract amount of \$2,159,146. The funding for this contract comes from the Facilities and Development Construction Fund.

ALTERNATIVES CONSIDERED:

The Board may opt to direct staff to procure these services separately but, as outlined below, these tasks are conducted within an architecture and engineering services process and would most efficiently be conducted by our current A&E contractor.

EFFECT OF APPROVAL OF STAFF RECOMMENDATION:

If this staff recommendation is approved by the Board, staff would be authorized, but not required, to negotiate the additional scope of work for expanded parking and site layout redesign, energy model replacement, implementation of a two-phased construction master plan, and other related changes upon terms and conditions no less favorable to Access Services than those proposed above. Access Services would not be legally bound to the contract unless the terms are incorporated into a formal written agreement executed by all parties thereto and approved as to form by this entity's legal counsel.

BACKGROUND:

Contract History

On June 20, 2023, the Board awarded Contract No. AS-4165 to HDR Architecture, Inc. ("**Contractor**") for architectural and engineering services to design the Antelope Valley Paratransit Operations and Maintenance Facility.

On October 23, 2023, the Board authorized the purchase of additional acreage to optimize the facility design's features and functions. This purchase increased acreage from 3.37 acres to over 6 acres.

On November 27, 2023, the Board authorized an expansion of Contractor's services by \$279,495 to conduct environmental services required under the California Environmental Quality Act ("**CEQA**") and National Environmental Policy Act ("**NEPA**").

Utility and Efficiency

To maximize utility of the additional acreage and optimize efficiency of the facility's operations, several changes to the project's scope are needed.

1. Supplemental Design Changes

First, supplemental design changes are needed. These changes include:

- a. Increasing employee parking spaces from 135 to 165.
- b. Expanding the Hydrology Report, Civil/Site Layout, Landscape Design, Site Lighting, Camera Design, and other features to cover the additional acreage.
- c. Increasing the wash bay to accommodate two vehicles.
- d. Increasing site easements.

2. Energy Model Change

Second, a change to the facility's heating system is needed to achieve value engineering objectives and meet California Energy Code Title 24 requirements. A new

energy model that utilizes air source heat pumps (ASHPs) will reduce the facility's energy costs and satisfy California's stringent energy use requirements.

3. Master Planning Changes

Third, supplemental master planning changes are needed. To expedite operations startup, Access decided upon a two-phased approach to the buildout of the facility. To implement the two-phased buildout, master planning changes are needed to:

- a. Accommodate the redesign of the facility for construction in two phases.
- b. Implement disruption mitigation measures during the second phase of the buildout.
- c. Restructure the Fleet Parking Layout and Employee Parking Layout.
- d. Address the addition of three maintenance bays.

4. Buy America/Build America Compliance

Finally, increased regulatory compliance coordination is needed. Changes to the facility's design requires the Contractor to prepare additional records and reports that establish project efforts to comply with the Buy America/Build America ("**BABA**") Act, which mandates a domestic content procurement preference for all federally funded infrastructure projects.

The Contractor is well-positioned to provide these supplemental services. As the current architectural and engineering design consultant, the Contractor understands the facility's design requirements, Access's business operations, and stakeholder needs.

The retention of a new contractor through a competitive process will result in a substantial duplication of costs. Another contractor would need to expend time and resources to learn about the facility's design requirements, business operations, and stakeholder needs.

In addition, the retention of a new contractor will result in a significant delay in project completion. If a solicitation were released for these supplemental services, design deadlines (and subsequent construction timelines) will have to be extended.

OCTOBER 21, 2024

TO: BOARD OF DIRECTORS

FROM: MATTHEW AVANCENA, DIRECTOR, PLANNING AND
COORDINATION

RE: CONSIDERATION TO REAPPOINT TRANSPORTATION
PROFESSIONALS ADVISORY COMMITTEE (TPAC) MEMBERS

ISSUE:

Five Transportation Professionals Advisory Committee (TPAC) members have terms that will expire on October 31, 2024. The reappointments recommended below are for two-year terms beginning November 2024. These terms will expire in October 2026.

RECOMMENDATION

Approve the reappointment of the following five Group B members.

Group B Reappointments

- Chaka Garbutt, Long Beach Transit
- Sebastian Hernandez, City of Pasadena
- David Feinberg, Santa Monica's Big Blue Bus
- Tisha Lane, Antelope Valley Transit Authority
- Erika Jacquez, Pomona Valley Transportation Authority

IMPACT ON BUDGET

None.

BACKGROUND

TPAC was created in September 2001 by the Access Services Board of Directors to provide input regarding operational and policy issues. TPAC is comprised of two sets of members, Group A and Group B, which serve two-year terms. Group A members have term expiration dates which occur on odd numbered years. Group B members have term expiration dates which occur on even numbered years. TPAC meets bi-monthly and is comprised of representatives from social service, community transportation and fixed-route transportation providers.

OCTOBER 21, 2024

TO: BOARD OF DIRECTORS

FROM: HECTOR RODRIGUEZ, DEPUTY EXECUTIVE DIRECTOR

RE: CONSIDERATION TO APPROVE RENEWAL OF AGENCY INSURANCE POLICIES

ISSUE:

Board approval is requested to purchase various Agency insurance policies for the policy year beginning November 1, 2024.

RECOMMENDATION:

Approve the purchase of various Agency insurance policies, including property, earthquake, crime, general liability, auto, executive professional liability, Directors and Officers, employment practices, cyber and workers' compensation insurance for a not-to-exceed amount of \$590,000.

IMPACT ON BUDGET:

The approved budget for Fiscal Year 2024/25 includes the cost of these policies. The funding for these policies comes from Prop C 40% Discretionary funds. The cost of the policies for the current year is \$592,564. Staff expects increases in several policies, such as auto and cyber security, but a significant decrease in workers compensation.

ALTERNATIVES CONSIDERED

No alternatives were considered. In order to protect the agency from liability, it is necessary to purchase these policies on an annual basis.

EFFECT OF APPROVAL OF STAFF RECOMMENDATION:

If this staff recommendation is approved by the Board, the staff would be authorized, but not required, to purchase the above policies at terms no less favorable to Access than those proposed above.

BACKGROUND:

SullivanCurtisMonroe (SCM), Access' insurance broker, is in the process of soliciting quotes for the various insurance policies. Upon Board approval, staff will authorize SCM to purchase the policies with an effective date of no later than November 1, 2024, and November 30, 2024, for the Workers' Compensation policy.

SCM is also currently soliciting quotes for both the planned Antelope Valley and Southern region facilities. Insurance costs for these facilities are not included in this item as staff plans to bring those items to the Board as they become necessary.

OCTOBER 21, 2024

TO: BOARD OF DIRECTORS

FROM: F SCOTT JEWELL, DIRECTOR, ADMINISTRATION

RE: UPCOMING BOARD ITEMS

ISSUE:

The following items are tentatively scheduled to be addressed by the Board and its committees through December 2024.

November 6, 2024 - Annual Meeting

Agenda Items:	Disposition:
Establishment of Nominating Committees	Action

December 9, 2024 - Board Meeting

Agenda Items:	Disposition:
Northern Region Contract Extension	Action
Public Transportation Agency Safety Plan (PTASP) Update	Action