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## **Board Box**

## November 2021

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### November 30, 2021

TO: BOARD OF DIRECTORS

FROM: VY VU, SYSTEM ADMINISTRATOR - DATA

RE: KEY PERFORMANCE INDICATORS

#### **ISSUE:**

The following pages provide a summary of the Key Performance Indicators for:

- Operations and Safety
- Eligibility and Appeals
- Customer Service

System
Trip Performance

	Goal	Aug-21	Sep-21	Oct-21	YTD
Vehicle Trips		185,754	185,872	196,752	751,333
Passenger Trips		236,846	236,162	249,607	956,753
Backup Trips		0	0	0	42
No Shows		2.8%	2.7%	2.7%	2.7%
On Time Performance (Next Day Trips)	≥ 91%	90.9%	90.3%	89.8%	90.6%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.06%	0.09%	0.06%	0.06%
Excessively Long Trips	≤ 5%	3.0%	3.3%	3.5%	3.1%
Missed Trips	≤ 0.75%	0.43%	0.47%	0.45%	0.43%
Denials	≤ 0	1	1	0	2
On Time Performance (Access to Work)	≥ 94%	96.6%	97.0%	96.6%	96.8%

#### **Call Performance**

	Goal	Aug-21	Sep-21	Oct-21	YTD
Reservations					
Answered Calls		159,812	155,740	157,599	630,088
Average Initial Hold Time	≤ 120 sec	54	57	59	54
Calls On Hold > 5 Minutes	≤ 5%	2.4%	1.9%	2.7%	2.1%
Estimated Time of Arrival (ETAs)					
Answered Calls		39,910	41,011	43,152	163,642
Average Initial Hold Time		42	45	46	43
Calls On Hold > 5 Minutes	≤ 10%	1.5%	1.9%	1.9%	1.6%

Complaints/Commendations

	Goal	Aug-21	Sep-21	Oct-21	YTD
Complaints Per 1,000 Trips	≤ 4.0	3.5	3.4	2.7	3.3
Commendations Per 1,000 Trips		1.4	1.3	1.3	1.4

Safety

	Goal	Aug-21	Sep-21	Oct-21	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.22	0.15	0.14	0.21
Preventable Collisions Per 100,000 Miles	≤ 0.50	0.85	0.50	0.78	0.70
Miles Between Road Calls	≥ 25,000	56,495	68,718	66,077	62,475

## **Antelope Valley Region**

Trip Performance

	Goal	Aug-21	Sep-21	Oct-21	YTD
Vehicle Trips		8,340	8,203	8,579	33,041
Passenger Trips		12,242	12,136	12,411	48,106
No Shows		2.2%	2.5%	2.3%	2.4%
On Time Performance (Next Day Trips)	≥ 91%	87.0%	85.0%	88.1%	87.7%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.27%	0.49%	0.12%	0.26%
Excessively Long Trips	≤ 5%	2.2%	2.5%	2.0%	2.1%
Missed Trips	≤ 0.75%	0.97%	1.15%	1.29%	1.04%
Denials	≤ 0	0	0	0	0
On Time Performance (Access to Work)	≥ 92%	97.4%	100.0%	100.0%	99.3%

#### **Call Performance**

	Goal	Aug-21	Sep-21	Oct-21	YTD
Reservations					
Answered Calls		5,203	5,236	5,190	21,081
Average Initial Hold Time	≤ 120 sec	72	183	111	128
Calls On Hold > 5 Minutes	≤ 5%	6.3%	5.7%	9.1%	9.0%

Estimated Time of Arrival (ETAs)					
Answered Calls		2,479	2,860	2,861	10,228
Average Initial Hold Time		99	102	114	103
Calls On Hold > 5 Minutes	≤ 10%	8.8%	7.7%	8.9%	8.2%

**Complaints/Commendations** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Complaints Per 1,000 Trips	≤ 4.0	4.3	4.5	3.0	4.1
Commendations Per 1,000 Trips		0.5	0.1	0.7	0.7

Safety

	Goal	Aug-21	Sep-21	Oct-21	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.00	0.00	0.00	0.41
Preventable Collisions Per 100,000 Miles	≤ 0.50	0.83	1.07	2.30	1.18
Miles Between Road Calls	≥ 25,000	20,052	29,266	65,290	27,053

## Eastern Region

**Trip Performance** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Vehicle Trips		50,335	50,403	53,388	204,347
Passenger Trips		64,760	64,532	68,376	262,619
No Shows		2.5%	2.3%	2.5%	2.5%
On Time Performance (Next Day Trips)	≥ 91%	90.3%	89.6%	88.4%	89.9%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.03%	0.07%	0.07%	0.06%
Excessively Long Trips	≤ 5%	0.9%	1.0%	1.2%	0.9%
Missed Trips	≤ 0.75%	0.37%	0.37%	0.42%	0.38%
Denials	≤ 0	0	0	0	0
On Time Performance (Access to Work)	≥ 95%	94.8%	95.1%	95.4%	95.4%

#### **Call Performance**

	Goal	Aug-21	Sep-21	Oct-21	YTD
Reservations					
Answered Calls		41,913	39,021	35,349	158,420
Average Initial Hold Time	≤ 120 sec	22	21	21	21
Calls On Hold > 5 Minutes	≤ 5%	0.5%	0.2%	0.5%	0.4%

Estimated Time of Arrival (ETA)					
Answered Calls		8,987	9,854	10,604	38,239
Average Initial Hold Time		13	13	15	13
Calls On Hold > 5 Minutes	≤ 10%	0.2%	0.1%	0.1%	0.2%

**Complaints/Commendations** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Complaints Per 1,000 Trips	≤ 4.0	2.7	3.0	2.4	2.8
Commendations Per 1,000 Trips		1.4	0.9	1.1	1.3

Safety

	Goal	Aug-21	Sep-21	Oct-21	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.14	0.28	0.13	0.24
Preventable Collisions Per 100,000 Miles	≤ 0.50	0.73	0.32	0.67	0.72
Miles Between Road Calls	≥ 25,000	65,094	70,282	74,431	75,784

## **Santa Clarita Region**

**Trip Performance** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Vehicle Trips		2,283	2,198	2,347	8,806
Passenger Trips		2,492	2,390	2,499	9,529
No Shows		2.2%	2.4%	2.2%	2.2%
On Time Performance (Next Day Trips)	≥ 91%	89.1%	85.7%	94.7%	90.8%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.47%	1.27%	0.08%	0.46%
Excessively Long Trips	≤ 5%	1.8%	3.3%	1.8%	2.1%
Missed Trips	≤ 0.75%	1.92%	3.15%	0.51%	1.60%
Denials	≤ 0	0	0	0	0
On Time Performance (Access to Work)	≥ 94%	-	-	-	-

#### **Call Performance**

	Goal	Aug-21	Sep-21	Oct-21	YTD
Reservations					
Answered Calls		1,796	1,504	1,968	6,950
Average Initial Hold Time	≤ 120 sec	118	85	63	86
Calls On Hold > 5 Minutes	≤ 5%	9.0%	4.6%	3.4%	5.7%

Estimated Time of Arrival (ETA)					
Answered Calls		260	314	218	1,019
Average Initial Hold Time		93	121	70	102
Calls On Hold > 5 Minutes	≤ 10%	6.9%	10.8%	5.5%	8.2%

**Complaints/Commendations** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Complaints Per 1,000 Trips	≤ 4.0	1.7	0.0	0.8	0.8
Commendations Per 1,000 Trips		0.0	0.0	0.4	0.2

Safety

	Goal	Aug-21	Sep-21	Oct-21	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.00	0.00	0.00	0.00
Preventable Collisions Per 100,000 Miles	≤ 0.50	0.00	0.00	0.00	0.00
Miles Between Road Calls	≥ 25,000	*	*	*	*

<sup>\*</sup>Notes: There were zero (0) road calls for these months.

## **Northern Region**

Trip Performance

	Goal	Aug-21	Sep-21	Oct-21	YTD
Vehicle Trips		26,505	26,645	28,754	107,825
Passenger Trips		33,559	33,634	36,210	136,415
No Shows		3.5%	3.3%	3.3%	3.3%
On Time Performance (Next Day Trips)	≥ 91%	91.9%	91.7%	88.8%	91.1%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.02%	0.02%	0.07%	0.03%
Excessively Long Trips	≤ 5%	2.5%	2.5%	3.0%	2.6%
Missed Trips	≤ 0.75%	0.44%	0.40%	0.55%	0.44%
Denials	≤ 0	0	1	0	1
On Time Performance (Access to Work)	≥ 94%	97.5%	99.2%	97.8%	98.2%

#### **Call Performance**

	Goal	Aug-21	Sep-21	Oct-21	YTD
Reservations					
Answered Calls		26,542	26,458	25,568	103,746
Average Initial Hold Time	≤ 120 sec	110	85	93	96
Calls On Hold > 5 Minutes	≤ 5%	8.6%	4.1%	5.8%	5.5%
Estimated Time of Arrival (ETA)					
Answered Calls		5,869	5,730	5,907	23,113
Average Initial Hold Time		67	63	71	68
Calls On Hold > 5 Minutes	≤ 10%	2.2%	1.8%	2.6%	1.9%

**Complaints/Commendations** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Complaints Per 1,000 Trips	≤ 4.0	4.0	3.6	2.8	3.5
Commendations Per 1,000 Trips		1.3	1.5	1.0	1.4

Safety

	Goal	Aug-21	Sep-21	Oct-21	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.21	0.00	0.00	0.10
Preventable Collisions Per 100,000 Miles	≤ 0.50	0.42	0.81	0.60	0.65
Miles Between Road Calls	≥ 25,000	67,677	77,639	71,405	73,821

## **Southern Region**

**Trip Performance** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Vehicle Trips		67,142	67,487	71,058	271,757
Passenger Trips		83,042	83,211	87,911	336,748
No Shows		2.4%	2.4%	2.3%	2.4%
On Time Performance (Next Day Trips)	≥ 91%	91.9%	91.4%	91.7%	91.5%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.02%	0.03%	0.02%	0.02%
Excessively Long Trips	≤ 5%	5.3%	6.1%	5.9%	5.5%
Missed Trips	≤ 0.75%	0.31%	0.31%	0.31%	0.32%
Denials	≤ 0	0	0	0	0
On Time Performance (Access to Work)	≥ 92%	98.8%	97.6%	96.7%	97.4%

#### **Call Performance**

	Goal	Aug-21	Sep-21	Oct-21	YTD
Reservations					
Answered Calls		55,978	55,521	59,512	226,357
Average Initial Hold Time	≤ 120 sec	62	74	78	66
Calls On Hold > 5 Minutes	≤ 5%	1.2%	2.4%	3.1%	1.8%
Estimated Time of Arrival (ETA)					
Answered Calls		15,789	15,553	16,446	64,262
Average Initial Hold Time		51	61	58	54
Calls On Hold > 5 Minutes	≤ 10%	1.1%	2.5%	2.3%	1.7%

**Complaints/Commendations** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Complaints Per 1,000 Trips	≤ 4.0	3.4	2.9	2.7	3.1
Commendations Per 1,000 Trips		1.6	1.4	1.4	1.6

Safety

	Goal	Aug-21	Sep-21	Oct-21	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.32	0.11	0.30	0.27
Preventable Collisions Per 100,000 Miles	≤ 0.50	1.21	0.40	0.94	0.72
Miles Between Road Calls	≥ 25,000	71,250	155,660	81,997	80,175

## **West Central Region**

**Trip Performance** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Vehicle Trips		31,149	30,936	32,626	125,515
Passenger Trips		40,751	40,259	42,200	163,294
No Shows		3.7%	3.6%	3.5%	3.6%
On Time Performance (Next Day Trips)	≥ 91%	90.1%	89.6%	88.9%	90.0%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.13%	0.15%	0.08%	0.11%
Excessively Long Trips	≤ 5%	2.0%	2.1%	2.6%	2.1%
Missed Trips	≤ 0.75%	0.49%	0.60%	0.49%	0.49%
Denials	≤ 0	1	0	0	1
On Time Performance (Access to Work)	≥ 91%	95.7%	100.0%	98.2%	98.5%

#### **Call Performance**

	Goal	Aug-21	Sep-21	Oct-21	YTD
Reservations					
Answered Calls		28,380	28,000	30,012	113,534
Average Initial Hold Time	≤ 120 sec	22	22	27	23
Calls On Hold > 5 Minutes	≤ 5%	0.5%	0.3%	0.9%	0.6%
Estimated Time of Arrival (ETA)					
Answered Calls		6,526	6,700	7,116	26,781
Average Initial Hold Time		15	13	14	14
Calls On Hold > 5 Minutes	≤ 5%	0.3%	0.1%	0.2%	0.2%

**Complaints/Commendations** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Complaints Per 1,000 Trips	≤ 4.0	4.2	5.1	3.6	4.2
Commendations Per 1,000 Trips		1.7	2.0	1.5	1.8

Safety

	Goal	Aug-21	Sep-21	Oct-21	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.22	0.23	0.00	0.11
Preventable Collisions Per 100,000 Miles	≤ 0.50	0.77	0.57	0.43	0.60
Miles Between Road Calls	≥ 25,000	41,416	33,980	38,499	39,192

## **Eligibility and Appeals**

Eligibility

	Goal	Aug-21	Sep-21	Oct-21	YTD
Eligible Customers		122,994	121,220	120,372	120,372
Total ADA Evaluations Performed		4,800	4,536	4,631	18,318
Days From Application to Decision (avg)	≤ 21	10	10	11	10

#### **In Person Evaluations**

	Goal	Aug-21	Sep-21	Oct-21	YTD
Unrestricted		0	0	0	0
Restricted		0	0	0	0
Temporary		3,394	3,241	3,450	13,051
Not Eligible		39	42	28	134
Total		3,433	3,283	3,478	13,185

**Paper Evaluations** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Unrestricted		1,367	1,253	1,153	5,133
Restricted		0	0	0	0
Temporary		0	0	0	0
Not Eligible		0	0	0	0
Total		1,367	1,253	1,153	5,133

**Appeals** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Appeals Performed		5	10	14	36
Days From Appeal to Decision (avg)	≤ 30	10	7	9	7

## **Customer Service**

#### **Phone Statistics**

#### **Customer Service**

	Goal	Aug-21	Sep-21	Oct-21	YTD
Customer Service Calls		22,695	23,029	22,421	88,772
Average Initial Hold Time	≤ 180 sec	99	92	87	86
Calls On Hold > 5 Minutes	≤ 10%	11.5%	9.3%	9.3%	9.0%
Call Duration	≤ 300 sec	305	294	297	303
Calls Abandoned	≤ 10%	3.3%	3.0%	3.0%	2.9%

**Operations Monitoring Center** 

	Goal	Aug-21	Sep-21	Oct-21	YTD
Customer Service Calls		4,870	4,793	4,806	19,068
Average Initial Hold Time	≤ 180 sec	64	61	59	57
Calls On Hold > 5 Minutes	≤ 10%	5.7%	4.5%	4.5%	4.4%
Call Duration	≤ 300 sec	353	322	330	348
Calls Abandoned	≤ 10%	5.1%	4.6%	3.8%	4.1%

#### November 30, 2021

TO: BOARD OF DIRECTORS

FROM: HECTOR RODRIGUEZ, DEPUTY EXECUTIVE DIRECTOR

RE: FINANCIAL REPORT FOR OCTOBER 2021 - DRAFT

Attached for your review are the draft financial reports for OCTOBER 2021.

#### **DRAFT** FY 2021/2022 Budget to Actual Fiscal Year-to-Date Comparison:

- ♦ Passengers: 0.4% under budget
- ♦ Contract Revenue Miles: 10.9% under budget
- ♦ Trips: 0.6% under budget
- ◆ Total Eligibility Evaluations: 20.5% over budget
- ♦ Average Trip Distance: under budget by 1.09 miles at 9.43 miles
- ◆ Total cost per Passenger (before depreciation): 14.2% under budget at \$56.77
- ♦ Administration Function is 0.2% under budget
- Eligibility Determination Function is 22.0% under budget
- Purchased Transportation Function is 16.1% under budget
- Paratransit Operations Function is 4.6% under budget

#### Attached are the following reports for your review:

- Statistical Comparison: OCTOBER 2020 to OCTOBER 2021
- Expenses by Functional Area
- Budget to Actual Comparison of Statistics
- YTD Budget Results
- Graph: YTD PAX Cost Comparison

# Expenses by Functional Area For the YTD Period Ending October 2021

					% Over /	% Over /
	% of	YTD	YTD		(Under)	(Under)
	Cost	Actual	Budget	Variance	Budget	Prior Yr
Purchased Transportation	81.4%	\$44,196,394	\$52,678,070	(\$8,481,676)	-16%	0%
Paratransit Operations	9.4%	\$5,101,037	\$5,345,378	(\$244,341)	-5%	2%
Eligibility Determination	3.5%	\$1,926,149	\$2,468,933	(\$542,784)	-22%	2%
CTSA/Ride Information	0.3%	\$188,528	\$178,977	\$9,551	5%	9%
Administration	5.3%	\$2,905,590	\$2,910,915	(\$5,325)	0%	16%
Total Exp before Depreciation		\$54,317,698	\$63,582,273	(\$9,264,575)	-15%	1%

## **Statistics - For the YTD Period Ended October 2021**

_	YTD Actual	YTD Budget	Variance	% Over / (Under) Budget	% Over / (Under) Prior Yr
Total Eligibility Evaluations	18,234	15,126	3,108	21%	55%
Number of PAX	956,753	961,044	(4,291)	0%	42%
Number of Contract Revenue Miles	7,084,794	7,950,867	(866,073)	-11%	25%
Number of Trips	751,333	756,003	(4,670)	-1%	39%
Average Trip Distance	9.43	10.52	(1.09)	-10%	-10%
Purchased Transportation Cost					
Cost per Trip	\$58.82	\$69.68	(\$10.86)	-16%	-28%
Cost per PAX	\$46.19	\$54.81	(\$8.62)	-16%	-29%
Cost per Contract Rev Mile	\$6.24	\$6.63	(\$0.39)	-6%	-19%
Total Cost per Pax before Depreciation	\$56.77	\$66.16	(\$9.39)	-14%	-29%

## Budget Results for FY 2021/2022 For YTD Period Ending October 2021

				% Over /	% Over /
	YTD	YTD		(Under)	(Under)
_	Actual	Budget	Variance	Budget	Prior Yr
Revenue					
Passenger Fares	\$2,181,233	\$2,098,131	\$83,102		
Other Revenue	\$55,575	\$236,446	(\$180,871)		
Total Revenue	\$2,236,808	\$2,334,577	(\$97,769)	-4%	25%
Total Exp before Capital	\$54,317,698	\$63,582,273	(\$9,264,575)	-15%	1%
Capital Expenditures					
Vehicles	\$0	\$10,018,000	(\$10,018,000)		
Other Capital Expenditures	\$146,619	\$0	\$146,619		
Total Capital Expenditures	\$146,619	\$10,018,000	(\$9,871,381)	-99%	-93%
Over/(Under) Budget October 2021			(\$19,135,956)		

## YTD Cost Per Passenger before Depreciation and Capital Cost

