BOARD OPERATIONS COMMITTEE
Monday, March 23, 2020
10:00 a.m. - 11:00 a.m.

Access Services
Council Conference Room
3449 Santa Anita Avenue
El Monte CA 91731

Committee Members: D. Nason, Chair
M. Gombert, Vice Chair
D. Barnes, Treasurer
T. DeVera, Secretary

1. CALL TO ORDER   ACTION
2. GENERAL PUBLIC COMMENT   INFORMATION
3. APRIL 2020 BOARD AGENDA REVIEW (page 3)   PRESENTATION
4. APRIL 2020 BOARD MEETING LOGISTICS   PRESENTATION
5. BOARD OPERATIONS COMMITTEE SCOPE OF WORK   PRESENTATION
6. COVID-19 UPDATE   PRESENTATION
7. 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 agendized 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.
MARCH 16, 2020

TO: BOARD OPERATIONS

FROM: F SCOTT JEWELL, DIRECTOR OF ADMINISTRATION

RE: APRIL 2020 BOARD AGENDA REVIEW

ISSUE:

Staff requests that the Board Operations Committee provide feedback on the proposed Board of Directors meeting agenda for April 13, 2020.

BACKGROUND:

The following items were reviewed and recommended for approval on the consent calendar by the following committees –

Performance Monitoring Committee:

- Consideration to Award a Contract for Insurance Third Party Administrator Services (AS-4124)
- Consideration to Award a Contract for Drug and Alcohol Consulting Services (AS-4125)

Planning and Development Committee:

- Consideration to Approve Renewal of Employee Health and Benefit Contracts

The following item was not reviewed by any committee:

- Consideration to Approve Revised 2020 Board of Directors Meeting Calendar

The following presentations were made to the following committees -

Performance Monitoring Committee:

- Transfer Trip Update
- Performance Update
Planning and Development Committee:
- Southern Region RFP
- Budget Update

External/Stakeholder Relations
- Legislative Program Overview
- AB 5 Update
- Grants Update

The following item was not presented to any committee:
- Technology Impact on 800 Phone Services
- COVID-19 Update

The Committee may opt to hear all, some, or move the presentations from the April 13, 2020 agenda. A draft of the proposed agenda with all items is attached to this item.
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.

1. CALL TO ORDER

2. REVIEW & APPROVAL OF MINUTES FROM THE BOARD MEETING ON FEBRUARY 10, 2020 (page XX)
   [Staff Recommendation: Approve minutes as written.]
   [Vote Required: majority of quorum by roll call]

3. REPORT FROM EX-OFFICIO BOARD MEMBERS

4. GENERAL PUBLIC COMMENT

5. SUPERIOR SERVICE AWARD
6. **COMMITTEE CHAIR REPORTS**
   - Performance Monitoring
   - Planning and Development
   - External/Stakeholder Relations
   - Board Operations

7. **CONSENT CALENDAR**
   a) Consideration to Approve Revised 2020 Board of Directors Meeting Calendar (page XX)
      [Staff Recommendation: Review and approve the proposed change of date for the 2020 Annual Meeting to Tuesday November 17, 2020.]

   **Items reviewed and approved by the Performance Monitoring Committee:**

   b) Consideration to Award a Contract for Insurance Third Party Administrator Services (page XX)
      [Staff Recommendation: Authorize the award of a contract to CorVel Enterprise Comp, Inc. (CorVel) for the period July 1, 2020 through June 30, 2023 in an amount not to exceed $680,265 for the three year period.]

   c) Consideration to Award a Contract for Drug and Alcohol Consulting Services (AS-4125) (page xx)
      [Staff Recommendation: Authorize the award of a consulting services contract to Delta Services Group, Inc. (Delta) for the period July 1, 2020 through June 30, 2025 in an amount not to exceed $513,939.60 for the five year period.]

   **Item reviewed and approved by the Planning and Development Committee:**

   d) Consideration to Approve Renewal of Employee Health and Benefit Contracts
      [Staff Recommendation: Approve the employee benefit insurance policies for the period of July 1, 2020 through June 30, 2021 at a cost not to exceed $1,055,441.]
      [Staff Recommendation: Approve Consent Calendar]
8. TRANSFER TRIP EXPANSION UPDATE PRESENTATION
9. PERFORMANCE UPDATE PRESENTATION
10. SOUTHERN REGION RFP PRESENTATION
11. QUARTERLY BUDGET UPDATE PRESENTATION
12. LEGISLATIVE PROGRAM OVERVIEW PRESENTATION
13. AB 5 UPDATE PRESENTATION
14. GRANTS UPDATE PRESENTATION
15. TECHNOLOGY IMPACT ON 800 PHONE SERVICES PRESENTATION
16. COVID-19 UPDATE PRESENTATION
17. UPCOMING BOARD ITEMS (page XX) INFORMATION
18. EXECUTIVE DIRECTOR’S REPORT INFORMATION
19. BOARD MEMBER COMMUNICATION INFORMATION
20. NEW BUSINESS SUBSEQUENT TO THE POSTING OF THE AGENDA DISCUSSION/POSSIBLE ACTION
21. PUBLIC COMMENT WITH RESPECT TO CLOSED SESSION ITEMS INFORMATION
22. CLOSED SESSION DISCUSSION/POSSIBLE ACTION
   A) CONFERENCE WITH LEGAL COUNSEL: CAL. GOV. CODE §54956.9
      1. Anticipated Litigation: Gov. Code §54956.9 (d)(2)
         LASC Case No. 18STCV4539 / AAA Case No. 01-19-0000-7404
23. ADJOURNMENT ACTION