

**SUMMARY  
Paratransit Board Meeting  
May 25, 2017**

The following Directors were present: Jill Faust, Mary Steinert, Pete Spaulding, Scott Leventon, Shahid Rehimtoola, along with CEO, Tiffani Fink.

**Public Comment:**

Mike Barnbaum inquired on the possibility of Paratransit, Inc. accepting the Connect Card and brought forth for consideration the re-scheduling of Paratransit, Inc.'s June 22, 2017 Board of Directors Meeting due to a conflict with the NBA draft.

Kathy Ludwig stated her concern with the demeanor of the dispatcher when she had an emergency and would not be ready at the time of the scheduled return ride.

Brenda Anderson brought up her concern with the dispatchers handling of emergency situations, encouraging more training. She also mentioned a concern with the scheduling of shared rides.

Shawn Harr brought forth her concern with being ready early and the inability of dispatch in getting her an earlier ride, adding she sat in the sun for 3 hours. She also brought up a concern with Alta Regional Center limiting her rides.

**The following Items were approved on the Consent Calendar:**

- Minutes from the Board of Directors' Meeting on April 19, 2017.

**Special Presentation:**

Transportation Operations Manager Kathy Sachen, was presented with an honor from the Department of Defense and the California Military Department by Communications Dispatcher, Jamie Brown, for how accommodating she was for his unexpected emergency deployment during the Oroville Dam crisis.

**The CEO's report highlighted the following:**

Four drivers participated at the Cal Act Rodeo in Hesparia and took first place. They will be competing in the Nationals which will take place in Detroit.

A draft of the FY 18 budget has been completed.

A reduction in force took place last Thursday and affected all departments in Sacramento. There were also impacts to wages and benefits. A new work plan has been created. In response to a question by Director Steinert, Ms. Fink advised that 11 individuals had been laid off, with others re-classified to different positions and/or changes in pay grades, as recent staff departures unrelated to the reduction, opened up positions. Benefits were reduced, the monetary incentive program has been frozen, the wellness and catastrophic leave programs have been eliminated, and there will be no salary increases for FY18. In response to what staff wanted, a half day holiday for Christmas Eve was added, and the Cesar Chavez Day Holiday was exchanged for a holiday the day after Thanksgiving. A multipronged approach to the budget was taken. The CBA will not be opened for the vehicle operators, only the elimination of catastrophic leave and the wellness program affected the operators.

Innovative Paradigms joined the Executive Team in Reno at the APTA conference, working together to create "One Paratransit".

Congratulations to Delana Newell, Associate Consultant for her recent inclusion in Metro magazine for the work she is doing for the Spokane Transit Authority.

Destinations Mobility, while dissolving the sales, will continue to rent accessible vehicles and will become part of Paratransit, Inc.'s core service.

On the legislative side, a comprehensive transit funding package, SB 1, The Streetcar Project received \$50 Million, a huge win for Sacramento, partially due to the efforts of Congresswoman Doris Matsui.

Paratransit, Inc. will work closely with SACOG to ensure a fully funded, multi-modal transportation funding package.

### **The Financial Report highlighted the following:**

In the rolling year, total trips provided were down by ½%, with CTSA down by 1% and demand response service up by ½%. The combined cost per trip was down 3% at \$62.00 per trip compared to \$64.00 per trip last year. The CTSA cost per hour was down 8%, mainly due to maintenance costs the previous March, and demand response cost per hour was down 4%, due to a reduction in brokered service.

The fare recovery ratio has been higher. In response to Director Spaulding's question, CFO, Lisa Cappelari did indicate that the TDA fare recovery ratio pertained to the DR trips; however Ms. Fink stated that for the State Controller, they needed to include both.

CTSA cost per mile year-to-date is \$1.00, with 29 trips per 100 miles and demand response cost per mile is \$5.80 with 11 trips per 100 miles. Five trips per hour were provided on the CTSA side and demand response trips.

## **Roadeo**

Transportation Operations Manager introduced the Paratransit, Inc. Roadeo team.

## **Fiscal Year 2018 Budget**

The budget document was posted on May 26, 2017. A table of contents was provided for ease of use, and the document included an overview of Paratransit, Inc. The org chart still includes Destinations Mobility as the rental of accessible vehicles will continue and will be transitioned into the core services operated in Sacramento.

There was a total consolidated budget which includes operations, capitol and personnel. A change will be made in June to match up expenditures and revenues; more time is needed to see which grants are carrying over and which are closing.

Total revenue by function was illustrated as some of the Board members have requested. Layoffs were attributed to 33% of the savings, which closed the gap after everything else was revisited.

The budget document included a look at performance metrics similar to the monthly report, and a long term strategic plan to take a look at the restructure and set new measurable metrics.

The larger goal is to have both quantitative and qualitative performance metrics.

A staffing chart comparison was included, along with title changes to better reflect the new structure.

A narrative was provided on the CTSA service and all partner agencies were listed.

The budget process started back in February. All managers worked together to find efficiencies, resulting in bringing staff closer.

Lisa Cappelari started at RT's revenue for FY18 of \$11.9M, an approximate 22% reduction from the FY17 budget. There is an approximate increase of 3% in Measure A and TDA revenues. There were no layoffs for vehicle operators, benefits were reduced by 9%, personnel by 4% and Paratransit, Inc. is hoping for a 2% decrease in fuel, hoping to see savings with CNG. Operating expense was reduced by 11% less.

On the capitol side, the main increase of about 17% is on the Florin Road property, as Paratransit, Inc. is financing matching funds for CNG vehicles (attached to mortgage), and later in the year is going to implement on-line trip booking with Trapeze. Ms. Fink added that the budget is conservative. Director Steinert asked a question concerning how confident Paratransit, Inc. is about RT providing the monies promised. Ms. Fink responded that she was confident and added that the agencies were working on how to

continue to work together, adding that Janice Labrado, RT's Director of Accessible Services, was in the front row nodding.

Ms. Fink added that although benefits were reduced by 9%, there was no reduction in medical or retirement benefits, and that a good benefits package still existed.

**The following Action Items were brought forward:**

Adoption of Resolution No. 10-17 authorizing the Chief Executive Officer (CEO) to execute a contract with Wells Fargo Bank to refinance the mortgage, secure funding/matching funds for vehicles, and necessary capital for maintenance upgrades and execute all documents associated with the refinance.