

**SUMMARY
Paratransit Board Meeting
June 17, 2019**

The following Directors were present: Alice Kimble, Anna Fontus, Jill Faust, Molly Nugent, Pat Hume, Scott Leventon, along with CEO, Tiffani Fink.

The meeting was called to order and Director Hume recited the Mission Statement of Paratransit, Inc.

Ms. Fink introduced the newest Board Member, Molly Nugent. Director Nugent is involved with various groups such as WEAVE and the Society for the Blind and her passion is disability justice.

The following Item was approved on the Consent Calendar:

- The minutes of the May 20, 2019 Board of Directors Meeting

Public Comment:

Reverend Jocelyn Hicks addressed the Board stating that Paratransit, Inc. was the “best in the west”, with the exception of there being no unlimited monthly pass.

Mike Barnbaum addressed the Board concerning there being no scheduled Paratransit, Inc. Board of Directors meeting until September 16th, 2019. Mr. Barnbaum also provided an update on SacRT Forward.

Jeffrey Tardaguila expressed concern with Paratransit, Inc. getting information out to their riders about Public Hearings, stating signs on the buses were not prominent. Mr. Tardaguila also brought up construction in the vicinity of 420 I Street creating access problems and information on an upcoming County DAC meeting.

Closed Session:

The closed session was canceled.

Presentation of the FY20 Budget and Consideration for Adoption

CEO Fink presented the Fiscal Year (FY) 20 budget; this was in follow up to the May 2019 meeting where the budget was left open for public review. No comments were received. The proposed budget is \$28,146,545.

Paratransit has increased their rate with an agency they contract with and will be putting this unexpected revenue into Capital. The budget includes TDA claims which were expected to start in July, which are now delayed. Ms. Fink mentioned there has been an increase in Measure A, which is Paratransit’s 2nd largest revenue source.

She stated that Paratransit, Inc. was still in discussions with Elk Grove for the provision of Regional Service, and there is currently no update. Ms. Fink shared that Destination Mobility Rentals is going well, the Rangers in the vehicles need to be upgraded to 4G, and shared a revised organization chart with the position of Administrative Officer position frozen.

Director Hume asked about the TDA money and its' support of ADA service. Ms. Fink answered that Paratransit, Inc.'s support of ADA service has been eating away at the TDA money.

CEO Fink also shared that the building needed to be sand blasted due to it never being properly treated. After years of living with significant water damage due to previous litigation from the original construction, the Auditorium was recently remodeled and restored to full functionality, but the next critical step is to protect the investment by improving the exterior of the building which is crucial before the rainy season comes. There is \$313,512 included in the FY20 budget for painting, landscaping and miscellaneous facility improvements, but authorization is needed to the Executive Director to execute all necessary documents to make improvements on the exterior of the building not to exceed \$250,000.

Action Items:

Approval of Resolution No. 05-19 Adopting the Paratransit, Inc. Fiscal Year 2019-20 Operating Budget

Approval of Resolution 06-19 Adopting the Paratransit, Inc. Fiscal Year 2019-20 Capital Budget

Approval of Resolution 07-19 Authorizing the Chief Executive Officer to release an Invitation for Bids for Exterior Facility Repair Project and award to the lowest responsive and responsible bidder and execute all necessary documents

Public Hearing

In consideration of Adopting Resolution 08-19, Proposed Revision of the Non-ADA Late Cancel/No Show policy.

CEO Fink stated the Late Cancel Policy had been put out for public comment, and no comments were received. She indicated that this policy mirrored SacRT's late cancel policy for ADA service.

Public Comment

Helen O'Connell expressed her concern with SacRT Forward and how non-ADA rides would be affected in areas that lost coverage.

Mr. Tardaguila addressed the Board about better ways of disseminating information to ADA clients and expressed his concern about riders not being informed. Director Hume inquired on how that could be better accomplished.

Elder Guice addressed the board, stating his agreement with the previous speaker.

Janice Labrado, from SacRT told the Board that SacRT provided letters to the 77 clients that were in violation of the proposed ADA policy to advise of the proposed new policy, provided a copy of the policy as well as invited them to the MAC meeting where this item was on the Agenda.

Ms. Labrado also provided information on Grandfathering trips to current clients where their trips would become non-ADA, stating that SacRT is working on this and there may be some constraints, an example being in the area of Delta Shores where SacRT service was recently added and now was going away, trips to/from this area are primarily for the new Delta Shores shopping center. Ms. Labrado shared that there is also some expanded ADA service as part of this initiative, both in areas where routes have expanded and where the hours/days of service have been expanded.

Reverend Hicks expressed concern about the reduction of non-ADA late night service and why this happened.

Director Hume provided a very in depth response to Reverend Hicks question, describing both the costly late night non-ADA service and a thorough explanation of the difference in ADA versus non-ADA service.

Action Item:

Approval of Resolution 08-19 Adopting the Revisions to the Non-ADA Late Cancel/No Show Policy

The Executive Director's report highlighted the following:

Ms. Fink shared a Power Point presentation outlining Paratransit, Inc. activities. The Power Point included information about upcoming building maintenance, migrating to the newest version of Trapeze, Asset Management, Pass Web, transitioning the Rangers on the vehicles to 4G, looking into a mobile fare payment option for paratransit and growing the Partnership with Youth program. The Partnership with Youth involves 550 youth. The need was for a vehicle and some training.

Ms. Fink ended her report by wishing everyone a wonderful summer.

The Financial Report highlighted the following:

Lisa Cappellari, CFO, started her report by relaying that overall trips provided were down from 845,000 to 807,000, CTSA trips are down by 5% and Demand Respond trips

are down 3%. The cost per trip increased by 10%. The main drivers of the increase in cost are insurance and taxi expense. Ms. Fink added an increase in minimum wage is also a factor. Ms. Cappellari shared that the demand response cost per trip provided increased by 9%.

Ms. Cappellari also shared that she checked into the previous question on why the cost per trip for February 2018 was more than the noted cost per trip in February 2019. Ms. Cappellari stated the extra cost in February 2018 was directly attributed to the medical benefit annuity purchased for the previous CEO. Fare recovery ratio went from about 12% to 11%, productivity for DR service year-to-date is 1.7, with Alta service being over 2 trips per hour.

Board Comments/Reports/Future Agenda Items

Director Fontus stated that she has a workforce development background and congratulated Paratransit, Inc. on their success with the Youth-To-Jobs program, stating that it was extremely rare to see outcomes so soon.