2021 Member Agency and Primary Board Member

Steve McShane, Councilmember District 3, City of Salinas
Representing Association of Monterey Bay Area Governments
Scott Robertson, Mayor, City of Selma
Representing Fresno Council of Governments
Cheryl Viegas Walker, Mayor, City of El Centro
Representing Imperial County Transportation Commission
Joe Neves, Chair, Supervisor District 1, County of Kings
Representing Kings County Association of Governments
Robert Poythress, Supervisor District 3, County of Madera
Representing Madera County Transportation Commission
Tom Faria, Mayor, City of Los Banos
Representing Merced County Association of Governments

Joey DeConinck, Councilman, City of Blythe
Representing Riverside County Transportation Commission
Chuck Winn, Supervisor District 4, County of San Joaquin
Representing San Joaquin Council of Government
Ariston Julian, Mayor, City of Guadalupe, *Representing*
Santa Barbara County Association of Governments
Jenny Kenoyer, District 5 Councilmember, City of Modesto,
Representing Stanislaus Council of Governments
Gregorio Gomez, Mayor, City of Farmerville
Representing Tulare County Association of Governments
Jim White, Citizen Representative
Representing Ventura County Transportation Commission

Board of Directors

Regular Meeting

Date: **December 9, 2021**

Start Time: **10:00 AM**

Location: Board Members and the public may participate in the meeting via Teleconference. No PIN Needed
Join the call: https://meetings.dialpad.com/calvans

Call in Number: **1-877-209-8924** Members of the public may participate by phone.
Please mute your phone until public comment is open.

Last Meeting: **November 16, 2021**

Next Regular Meeting: **January 13, 2022**

THE CALIFORNIA VANPOOL AUTHORITY PUBLIC MEETING PROTOCOL IN RESPONSE TO COVID-19

The California Vanpool Authority hereby provides notice that it will convene its regularly scheduled public Board of Directors meeting via teleconference.

Meeting Procedures and Rules of Conduct

Meeting Procedures - The Ralph M. Brown Act is the state law which guarantees the public's right to participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors.

Accessibility - Meetings are held virtually using web-based or telephone technologies. If accessibility assistance is needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk can be reached by email at calvans@co.kings.ca.us. All agendas are publicly posted at https://calvans.org/agenda-items at least 72 hours in advance of a regular meeting for review of staff reports related to the agenda items. 24 hours for Special Meetings.

Public Testimony on an Item – Public Comment may be submitted in writing to the Clerk of the Board via email at calvans@co.kings.ca.us. Written comments must acknowledge the Agenda Item number, and specify whether the commenter wishes the comment be included with the minutes or read into the record. Comments read into the record will be read for three minutes; if three minutes pass and there is comment still unread, the time will not be extended and the remaining comment will not be read. Public Comment must be submitted no later than 5:00 pm the day before the meeting. Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors should indicate their request when Public Comment is called for during the meeting. This request to speak can be achieved by either using the 'Chat' feature in the UberConfernce platform or by verbally stating interest when the Chair calls for Public Comment. When recognized by the Chair, speakers should be prepared to announce their name for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Disruptive or Prohibited Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to be removed from the virtual meeting. Disruptive or prohibited conduct includes without limitation: addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, posting profane or rude content in the virtual meeting environment, or otherwise preventing the Board from conducting its meeting in an orderly manner. Your cooperation is appreciated!

Agenda Items	Page	Action

1) CALL TO ORDER- Call to Order, Welcome and Roll Call, Clerk of the Board

2) PUBLIC COMMENT- (Unscheduled appearances) The CalVans Board of Directors welcomes participation in its meetings. Comments shall be limited to three (3) minutes per person so that everyone may be given an opportunity to be heard. To expedite matters and avoid repetition, whenever any group of persons wishes to address the CalVans Board of Directors on the same subject matter, the Chair may request that the group choose a spokesperson. This item is limited to matters under the jurisdiction of the California Vanpool Authority, which are not on the posted agenda.

3) CONSENT AGENDA-
All items listed as consent items are considered routine and will be enacted by one motion. Any Board Member may request a consent item be removed for discussion and be made a regular part of the agenda.

A.	Approval of Minutes from the November 16, 2021 Special Meeting…….….	6	Action

4) STAFF REPORT AND SYSTEM UPDATES-

A.	Current Trial Balance Summary……..……	10	Informational
B.	Vanpool Update……..……..……	4	Informational
C.	Insurance Update …..……	4	Informational
D.	NTD Data Reporting...……	15	Informational

5) OTHER BUSINESS-
Informational: Items from Staff or Board Members.
Requests from Board Members for Future Agenda Items.

6) ADJOURN TO CLOSED SESSION-
A. Public Employee Performance Evaluation
Title: Executive Director
B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Paragraph (2) of subdivision (d) of Section 54956.9: (2 Cases)

7) ADJOURN TO OPEN SESSION- Report any reportable action taken in Closed Session.

8) NEXT MEETING- January 13, 2022

9) ADJOURNMENT

Attachments:

1) **Attachment 3A** CalVans Board Meeting Minutes for November 16, 2021
2) **Attachment 4A** Current Trial Balance Summary
3) A**ttachment 4D** NTD Data

3. Consent Agenda

A. Minute approval of the November 16, 2021 Board Meeting

4. Staff Report and System Updates

A. Current Trial Balance Summary.

Submitted for review of present agency standing as of November 30, 2021.

B. General Vanpool Updates

Vanpool activity-

There are 457 active vanpools as of the preparation of this agenda. It is comprised of 359 agricultural (FL) vanpools and 98 general (VP) vanpools. Staff will be adding 75 vanpools operating in Napa from a qualified Santa Barbara/Ventura county employer for the winter months. This will bring the number of active Ag vanpools closer to spring/summer numbers. Provided is a breakdown of the counties as of Sunday.

		Program	County
28		AG	Fresno
	32	General	Fresno
52		AG	Imperial
	5	General	Kings
	1	General	Merced
23		AG	Monterey
32		AG	Riverside
4		AG	San Joaquin
	2	General	San Joaquin
54		AG	Santa Barbara
6		AG	Tulare
	58	General	Tulare
47		AG	Ventura
113		AG	Yuma
359	**98**	**457**	Total

C. Insurance Updates

The last auto policy renewal was for 14 months. The auto policy will not renew until February 2022. This has provided staff additional time to find the best rate possible. Staff continues to work with our broker, Pacific Ag, who continues to work on our behalf.

D. NTD

Staff completed the reporting of NTD data. provided as a reference is the information for the UZA's for our member agencies. Staff used actual 20/21 data.

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Attachment 3A

CalVans Board of Directors Meeting Minutes

A special meeting of the California Vanpool Authority was called to order by Joe Neves, Board member at 1:00pm on November 16, 2021 via teleconference.

California Vanpool Authority Members

1. AMBAG – Association of Monterey Bay Area Governments
2. Fresno COG – Fresno Council of Governments
3. ICTC – Imperial County Transportation Commission
4. KCAG – Kings County Association of Governments
5. MCTC – Madera County Transportation Commission
6. MCAG – Merced County Association of Governments
7. RCTC – Riverside County Transportation Commission
8. SJCOG – San Joaquin Council of Governments
9. SBCAG – Santa Barbara County Association of Governments
10. StanCOG – Stanislaus Council of Governments
11. TCAG – Tulare County Association of Governments
12. VCTC – Ventura County Transportation Commission

1. Call to Order

Roll Call – Clerk of the Board

Area Representation	Commissioner	Present	Absent	Joined After Roll Call
AMBAG	Steve McShane; Scott Funk (A)	X		1:08 PM
Fresno COG	Scott Robertson; Ray Leon (A)	X		
ICTC	Cheryl Viegas-Walker; Maria Nava Froelich (A)	X		
KCAG	Joe Neves; Doug Verboon (A)	X		
MCTC	Robert Poythress; Jose Rodriguez (A)	X		
MCAG	Tom Faria; Pat Nagy (A)		X	
RCTC	Joseph DeConinck ; Michael Vargas (A)	X		
SJCOG	Charles Winn		X	
SBCAG	Ariston Julian; Joan Hartman (A)	X		
StanCOG	Jenny Kenoyer; Tony Madrigal (A)		X	
TCAG	Greg Gomez	X		
VCTC	James White; Lynn Edmonds (A)	X		

Counsel present via teleconference: David Kahn and Rissa Stuart with KSC.

CalVans staff in attendance via teleconference: Georgina Landecho, Teresa Rodriguez, and Gabriela Pacheco.

Visitors in attendance via teleconference:

2. Unscheduled Appearances
None.

3. Consent Calendar

A. Minute approval of the July 08, 2021

Motion Made By:	**White**		
2nd Motion By:	**Robertson**		
Motion (Pass/Fail)	**Pass**		
Commissioner	**Yea**	**Nay**	**Abstain**
Steve McShane			X
Scott Robertson	X		
Cheryl Viegas-Walker	X		
Joe Neves	X		
Robert Poythress	X		
Tom Faria			X
Joseph DeConinck	X		
Charles Winn			X
Ariston Julian	X		
Jenny Kenoyer			X
Greg Gomez	X		
James White	X		

4. Staff Report and System Updates

A. Current Trial Balance Summary
Staff presented Trial Balance summary to the board as of October 31, 2021. Minor discrepancy was addressed with loan percentages, but no major issues reported.

B. General Vanpool Updates
Staff reported there are 560 active vanpools comprised of 461 agricultural (FL) vanpools and 99 general (VP) vanpools. Reported that vanpools have begun migrating south to Imperial and Yuma County.

C. AHSC Update
Staff reported the Affordable Housing and Sustainable Communities (AHSC) grants had a Notice of Funding Availability (NOFA) for October 28th, 2021, however was postponed to January 26th, 2022. Additional funding to the AHSC program will provide more future opportunities for CalVans to be awarded more vans at no cost.

5. Regular Meeting Adjourned at 1:20pm

6. Closed Session

Conference with Legal Counsel – Closed session began at 1:20pm

A. Public Employee Performance Evaluation
Title: Executive Director

B. Conference with legal counsel – Anticipated Litigation
[Gov. Code Section 54956.9 (d) (2).]
Number of Potential Cases: Two

7. Miscellaneous Comments

Chairman Neves reported that there will be no actions taken in closed session and will follow-up regarding action items on the next board meeting agenda.

8. Next Meeting Date

The next board meeting is scheduled for December 9th, 2021 at 10:00 am.

Respectfully submitted,

Georgina Landecho
CalVans Executive Director

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County of Kings

KCFEFS Trial Balance Summary

Accounting Period 5/2022

As Of Nov 30, 2021

Selection Criteria: Fund(s) 710355 - CalVans

Report Generated on Dec 3, 2021 3:26:52 PM

Fund: 710355 - CalVans

GL Account	GL Account Description	Debit Balance	Credit Balance
Assets			
710355-10000	CalVans/Cash In Treasury	1,910,612.66	
710355-10001	CalVans/Imprest Cash	100.00	
710355-13000	CalVans/Accounts Receivable	1,311,464.23	
710355-22000	CalVans/Deposit With Others	211,115.20	
710355-22007	CalVans/Prepaid Expenses	1,038.60	
710355-34000	CalVans/Structures And Improvements	110,833.51	
710355-35000	CalVans/Equipment	20,005,705.00	
710355-35900	CalVans/Accum Depr - Equip		14,393,604.00
710355-36900	CalVans/Accum Depr - Infrastructure		32,923.00
710355-41000	CalVans/Deferred Outflow	220,505.00	
710355-42000	CalVans/Net Pension Asset		54,255.00
Subtotal - Assets		**23,771,374.2**	**14,480,782**
Liabilities			
710355-51000	CalVans/Warrants Payable		117,454.24
710355-51010	CalVans/Due Other Agencies	17,738.36	
710355-51077	CalVans/Accrued Expenses Payable	$447,193.44	
710355-51260	CalVans/Compensated Absences Pay		118,720.00
710355-51261	CalVans/Sick Leave Payable		24,132.00
710355-51296	CalVans/Loans Payable		2,273,897.34
710355-51297	CalVans/Loans Payable - Current	231,637.10	
710355-51316	CalVans/Leases Payable - Current		1,135.24
710355-59999	CalVans/VOUCHERS PAYABLE	28,796.95	
710355-61000	CalVans/Deferred Inflow		50,455.00
Subtotal - Liabilities		**725,365.85**	**2,585,793.82**
Fund Balance			
710355-71008	CalVans/Capital Contribution		5,683,093.00
710355-71009	CalVans/Fund Balance Available	738,727.16	
710355-72000	CalVans/Rstr for Net Pension Asset	54,255.00	
Subtotal - Fund Balance		**792,982.16**	**5,683,093**
Revenue			
917000-84000	CalVans/Interest On Current Deposits		2,375.90
917000-88025	CalVans/Other Revenue		26,548.52
917100-80000	Gen Vanpool/Other Intergovernmental		118,566.00
917100-85103	Gen Vanpool/St Aid - SJVUAPCD Grant		70,230.00
917100-88013	Gen Vanpool/Vanpool		728,843.36
917100-88025	Gen Vanpool/Other Revenue		38.00
917200-80000	Ag Vanpool/Other Intergovernmental		113,466.00
917200-85047	Ag Vanpool/St Aid - Grants		4,846.00
917200-85103	Ag Vanpool/St Aid - SJVUAPCD Grant		3,450.00
917200-88014	Ag Vanpool/Advertisement		17,000.00
917200-88019	Ag Vanpool/Passenger Fares		5,414,451.00
917200-88025	Ag Vanpool/Other Revenue		5,000.00
Subtotal - Revenue			**6,504,814.78**

Fund: 710355 - CalVans

GL Account	GL Account Description	Debit Balance	Credit Balance
Expenditure			
917000-91000	CalVans/Regular Employees	158,774.37	
917000-91002	CalVans/Special Pays	12,640.54	
917000-91005	CalVans/Retirement	18,338.56	
917000-91007	CalVans/Health Insurance	50,249.53	
917000-91008	CalVans/Management Life Insurance	1,528.94	
917000-91010	CalVans/Insurance - Workers Comp	11,514.00	
917000-91011	CalVans/Unemployment Insurance		1,160.68
917000-91012	CalVans/Social Security - Medicare	2,032.27	
917000-92001	CalVans/Supplies & Materials	21,813.10	
917000-92005	CalVans/Uniform Allowance	3,758.85	
917000-92006	CalVans/Communications	15,816.15	
917000-92014	CalVans/Insurance	8,697.69	
917000-92018	CalVans/Office Equipment & Supplies	7,959.13	
917000-92019	CalVans/Maintenance - Equipment	5,308.94	
917000-92021	CalVans/Maintenance - S. I. & G.	6,300.00	
917000-92023	CalVans/Fuel And Oil	66,817.44	
917000-92033	CalVans/Postage And Freight		19,426.20
917000-92036	CalVans/Computer Software	15,291.09	
917000-92037	CalVans/Prof & Spec Services	46,273.96	
917000-92038	CalVans/Legal	14,850.00	
917000-92059	CalVans/Rents & Leases - S.I. & G.	87,715.00	
917000-92062	CalVans/Small Tools & Instruments	1,651.66	
917000-92064	CalVans/Personnel Testing	305.00	
917000-92068	CalVans/Purchasing Charges	855.70	
917000-92094	CalVans/Utilities	9,362.82	
917000-92110	CalVans/Training	450.54	
917000-92132	CalVans/Prof & Spec Svcs-COVID 19	320.00	
917000-93003	CalVans/Interest On Other Long-Term De	701.00	
917000-93038	CalVans/Cost Allocation Plan Charges	16,845.00	
917000-93048	CalVans/Info Tech Services	19,035.15	
917100-91000	Gen Vanpool/Regular Employees	72,160.54	
917100-91002	Gen Vanpool/Special Pays	2,023.84	
917100-91005	Gen Vanpool/Retirement	6,181.54	
917100-91012	Gen Vanpool/Social Security - Medicare	784.57	
917100-92001	Gen Vanpool/Supplies & Materials	13.93	
917100-92006	Gen Vanpool/Communications	38,700.71	
917100-92014	Gen Vanpool/Insurance	309,332.80	
917100-92018	Gen Vanpool/Office Equipment & Supplies	17.36	
917100-92019	Gen Vanpool/Maintenance - Equipment	145,762.99	
917100-92023	Gen Vanpool/Fuel And Oil	322,555.37	
917100-92033	Gen Vanpool/Postage And Freight	17.33	
917100-92037	Gen Vanpool/Prof & Spec Services	8,996.89	
917100-92045	Gen Vanpool/Outreach	1,000.00	

Fund: 710355 - CalVans

GL Account	GL Account Description	Debit Balance	Credit Balance
917100-92057	Gen Vanpool/Rents & Leases - Equipmt	232,758.32	
917100-92064	Gen Vanpool/Personnel Testing	5,244.82	
917100-92090	Gen Vanpool/Travel	12.89	
917200-91000	Ag Vanpool/Regular Employees	107,948.55	
917200-91002	Ag Vanpool/Special Pays	6,256.20	
917200-91005	Ag Vanpool/Retirement	13,192.16	
917200-91012	Ag Vanpool/Social Security - Medicare	1,784.08	
917200-92001	Ag Vanpool/Supplies & Materials	18,261.41	
917200-92006	Ag Vanpool/Communications	89,920.87	
917200-92014	Ag Vanpool/Insurance	759,258.59	
917200-92018	Ag Vanpool/Office Equipment & Supplies	4,492.93	
917200-92019	Ag Vanpool/Maintenance - Equipment	445,743.92	
917200-92023	Ag Vanpool/Fuel And Oil	1,622,139.26	
917200-92033	Ag Vanpool/Postage And Freight	275.79	
917200-92037	Ag Vanpool/Prof & Spec Services	179,530.80	
917200-92057	Ag Vanpool/Rents & Leases - Equipmt	384,653.03	
917200-92062	Ag Vanpool/Small Tools & Instruments	767.93	
917200-92064	Ag Vanpool/Personnel Testing	20,622.00	
917200-92090	Ag Vanpool/Travel	15,478.82	
917200-92094	Ag Vanpool/Utilities	4,457.64	
917200-92132	Ag Vanpool/Prof & Spec Svcs-COVID 19	450.00	
917200-92134	Ag Vanpool/Supplies & Materials-COVID 19		86.54
917200-93003	Ag Vanpool/Interest On Other Long-Term De	97,944.20	
Subtotal - Expenditure		**5,523,948.51**	**20,673.42**
FUND TOTALS		**29,275,157.02**	**29,275,157.02**
	Fund is in Balance		

Server Name: apfeanalytics.countyofkings.com
User Name: KCGC\aruch

IN SUMMARY:

UNADJUSTED-CASH BASIS REVENUES - 11/30/2021	**$**	**6,504,814.78**
LESS: ACCRUALS - 11/30/2021	$	-
ADD: ACCRUALS - 11/30/2020		1,645,016.18
TOTAL ADJUSTED REVENUES - 11/30/2021	$	8,149,830.96
UNADJUSTED-CASH BASIS EXPENSES - 11/30/2021	**$**	**5,503,275.09**
LESS: ACCRUALS - 11/30/2021	$	-
ADD: ACCRUALS - 11/30/2021		$447,193.44
TOTAL ADJUSTED EXPENSES - 11/30/2021	$	5,950,468.53
PROFIT/(LOSS) - 11/30/2021	**$**	**2,199,362.43**

MERCHANTS LOANS - DEBT SCHEDULE:

	Original Principle Balance	Interest Rate	Principal Paid Thru 11/30/21	Principle Paid In Prior Yrs	Principal Balance As of 11/30/21
Loan #1	$691,204		$0.00	$691,204.08	$ (0)
Loan #2	$1,000,000	12.90	$96,125.88	$285,874.17	$ 617,999.95
Loan #3	$1,852,870	9.82	$135,511.22	$293,098.92	$ 1,424,260.29
TOTALS	**$3,544,074.43**		**$231,637.10**	**$1,270,177.17**	**$ 2,042,260.16**

CURRENT	$	-
LONG-TERM	$	2,042,259.90
	$	**2,042,259.90**

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NTD ID	90230
Reporter Name	California Vanpool Authority
Report	2021 (Original Submission)

Federal Funding Allocation Statistics (FFA-10) VP DO

UZA Reporting Method: Actual Data

FFA-10 Data

	Other Form Data	Annual Total	Allocated (%)
Total VRH	335,686	335,686	100
Total UPT	3,403,134	3,403,134	100
NFG VRM	9,941,801	9,941,801	100
NFG PMT	107,931,592	107,931,592	100
NFG OE	$10,160,957	$10,160,957	100

Selected UZA Data

UZA	Total VRH	Total UPT	NFG VRM	NFG PMT	NFG OE
22	2,857.00	28,243.00	92,354	1,055,835	94,775
28	441.00	4,581.00	11,906	103,012	12,859
63	40,435.00	398,329.00	1,360,992	14,813,924	1,391,867
79	7,546.00	91,734.00	283,066	3,076,569	289,301
102	3,423.00	24,831.00	95,200	963,208	97,677
103	22,637.00	273,595.00	524,482	5,682,885	535,545
105	569.00	3,840.00	14,442	96,527	15,304
111	6,145.00	46,746.00	164,538	1,641,207	168,401
162	30,600.00	326,941.00	1,178,510	12,180,183	1,205,877
184	38,202.00	505,787.00	859,574	10,169,420	877,133
188	79,263.00	727,065.00	2,144,073	23,039,897	2,187,355
204	1,103.00	16,068.00	28,566	311,759	29,709
235	9,631.00	93,211.00	357,744	4,507,878	365,471
238	33,215.00	248,685.00	873,961	8,953,101	892,013
240	4,163.00	42,457.00	122,337	1,361,428	125,356
289	20,568.00	171,571.00	618,332	6,671,523	631,271
303	779.00	9,036.00	18,029	220,135	17,961
333	26,817.00	298,660.00	1,007,715	11,082,637	1,031,665
342	927.00	9,044.00	33,340	323,616	34,579
362	426.00	3,316.00	12,342	143,310	13,162
423	5,939.00	79,394.00	140,298	1,533,538	143,676