

**Meeting of Board of Directors
10:00am, Tuesday, June 16, 2020**

MOVE

**Due to Covid-19 the meeting will be held utilizing Go To Meeting
Email Stacie Morales for meeting Link
staciem@movestanislaus.org**

AGENDA

1. Call to Order

2. Roll Call –

Jenny Kenoyer
Mickey C. Peabody
Jeff Lambaren
Joe Madden
Lilia Lomeli-Gil

3. Public Comments

Matters under the jurisdiction of the MOVE Board of Directors, and not on the agenda may be addressed by interested parties in the audience at the beginning of the regular agenda. Any member of the audience wishing to address the Board of Director's during the "Public Comments" period shall be permitted to be heard for up to five minutes or at the discretion of the Chair.

4. Approve Minutes

Action: Approve minutes of May 19, 2020 Board Meeting

5. Stanislaus County Veterans Services Office Professional Services Agreement – Stacie Morales

Action: Authorize the CEO of MOVE to negotiate and take any steps required to execute any and all documents necessary to enter into a Professional Services Agreement with the Stanislaus County Veterans Services Office to provide bus tickets to low-income Veterans.

- 6. Approve Amendment #1 to the agreement between MOVE Stanislaus Transportation and Stanislaus County, for the lease of office space at 3500 Coffee Road, Modesto – Stacie Morales**

Action: Authorize the CEO to negotiate and take any steps required to execute any and all documents necessary to execute Amendment #1 to the agreement between MOVE Stanislaus Transportation and Stanislaus County for the lease of office space at 3500 Coffee Road, Modesto.

- 7. CEO Report**

- 8. Comments by Rosa De León Park, Ex-Officio**

- 9. Comments by Board Members**

- 10. Information Items**

The following items are for information only

- May 2020 Program Reports

- 11. Adjourn**

Next Scheduled Board Meeting:

July 21st, 2020 (Tuesday) @ 10:00 AM
Stanislaus Veterans Center
3500 Coffee Road, Room 113
Modesto, CA 95355
Due to Covid-19 the meeting may be held on-line

Date: June 16, 2020

TO: MOVE Board of Directors

RE: Minutes of May 19, 2020 Board Meeting

Agenda Item: 4

Minutes:

PRESENT: Director Jenny Kenoyer
Director Mickey C. Peabody
Director Jeff Lambaren
Director Joe Madden

ALSO PRESENT: Stacie Morales, Hayley Vieyra, Laura Coutrakis, Edith Robles, Clint Miller, Rosa De León Park.

1. Call to Order – meeting called to order at 10:03 AM

2. Roll Call –

Jeff Lambaren
Joe Madden
Mickey C. Peabody
Jenny Kenoyer
Lilia Lomeli-Gil - absent

3. Public Comments

No Public Comments

4. Approve Minutes of February 18, 2020 Board Meeting

Motion made by Director Mickey C. Peabody, Second by Director Jeff Lambaren to approve minutes of February 18, 2020 Board Meeting.
Passed: Unanimous

5. Adopt Resolution #2020-0501 authorizing MOVE Stanislaus Transportation Chief Executive Officer (CEO) to submit and execute the Fiscal Year (FY) 2020-21 Transportation Development Act (TDA) Claim – Stacie Morales

Stacie Morales provided an overview of the budgeting process and acknowledged Clint

Miller for all his assistance. The budget for the 2020/2021 fiscal year is very similar to last fiscal year. There will not be any new programs implemented nor any increase in staffing. The Job Access Reverse Commute Grant (JARC) will continue to fund the Travel Training program. Due to Covid-19 and the shelter in place requirement by the Governor, the Fare Assistance program for seniors and individuals with disabilities has not yet been implemented. This program will be implemented this fiscal year. The funding for the VetsVan program has been increased to accommodate the expected growth and the additional vehicles. The budget for BRIDGES mileage reimbursement has been increased due to expected growth. The budget includes a 10% increase in healthcare costs due to the estimated effects from Covid-19. The TDA claim was presented and unanimously approved by the Cost Sharing Committee on April 28th, 2020.

Motion made by Directory Mickey C. Peabody, Second by Jenny Kenoyer to Adopt Resolution #2020-0501 authorizing MOVE Chief Executive Officer (CEO) to submit and execute the FY 2020-21 TDA Claim and Measure L Project list to Stanislaus Council of Governments (StanCOG); and further to authorize the CEO to make any subsequent adjustments as determined by StanCOG or as a result of the StanCOG review process; and finally, to submit any revised documents resulting from this process.

Passed: Unanimous

6. CARES Act, Small Business Administration Paycheck Protection Program Agreement with Oak Valley Community Bank– Stacie Morales

Stacie Morales presented information regarding the forgivable Paycheck Protection Program currently being offered to keep Americans employed and off Un-Employment due to the Covid-19 pandemic. Due to limited timing, a loan application was processed in the amount of \$130,000.00 through Oak Valley Community Bank. This loan was approved within 3 days. A separate bank account has been set up for these funds. The loan is specifically to pay staff through the COVID 19 pandemic and will be forgiven when proof is provided that the funds were used to pay staff. The CEO is seeking approval to utilize these available funds.

Motion made by Director Joe Madden, Second by Director Mickey C. Peabody to authorize the CEO of MOVE to negotiate and take any steps required to execute any and all documents necessary to enter into a Corporate Resolution to Borrow with Oak Valley Community Bank effective May 01, 2020, through May 01, 2022.

Passed: Unanimous

7. Catholic Charities Professional Services Agreement– Stacie Morales

The Community Partner Grant Program, funded by Measure L, provides a funding opportunity for agencies who serve seniors, individuals with disabilities and veterans. This funding must be used to provide transportation services that are not currently being provided within Stanislaus County. A Request for Proposal (RFP) was released to agencies within Stanislaus County. MOVE received three applications this year, however one of the applications did not meet the guidelines of the program. A committee was formed to review the grant applications. The committee consisted of:

Stacie Morales – CEO, MOVE

Edith Robles – Transit Planner, StanCOG

Angela Swanson – Manager, Modesto Area Dial-a-Ride

Ken Hannigan – Member, Commission on Aging

After reviewing the applications, the committee recommended that Catholic Charities receive the funding requested. Catholic Charities is requesting to expand their Senior Transportation program by hiring a part time Volunteer Coordinator, which will allow expansion by recruiting additional volunteer drivers. Increasing their driver's hours and adding an extra staff member to provide scheduling services.

Discussion: Director Jeff Lambaren – Can you tell us about the possibility of van being donated from Calaveras County.

Stacie Morales: Catholic Charities included a request to fund a new vehicle to expand their services. There is an opportunity to receive a CalTrans vehicle not being used in Calaveras County. If Catholic Charities receives the vehicle, they may not have a need to purchase a new vehicle funded by Measure L. Catholic Charities will seek approval prior to purchase.

Motion made by Director Jeff Lambaren, Second by Director Mickey C. Peabody to authorize the CEO of MOVE to negotiate and take any steps required to execute any and all documents necessary to enter into a Professional Services Agreement with the Catholic Charities for the expansion of their Senior Transportation Program.

Passed: Unanimous

8. Stanislaus County Veterans Services Office Professional Services Agreement – Stacie Morales

Action: Authorize the CEO of MOVE to negotiate and take any steps required to execute any and all documents necessary to enter into a Professional Services Agreement with the Stanislaus County Veterans Services Office to provide bus tickets to low-income Veterans.

This item is being postponed until the June 2020 Board Meeting. Stacie Morales has been

working with the county to approve the legal contract.

9. Approve Memorandum of Understanding (MOU) with Center for Human Services/The Patterson Family Resource Center– Stacie Morales

MOVE provides ADA Paratransit Eligibility services for all four transit agencies in four locations in Stanislaus County. The Patterson Senior Center has been allowing MOVE to utilize their facility. The Senior Center has been thriving and no longer has the space for MOVE to use the center for our monthly Patterson interviews. They provided a referral to the Center for Human Services/The Patterson Family Resource Center in Patterson. This organization has two private offices MOVE may utilize to conduct interviews at no cost. This is a great partnership as MOVE will be available to provide transportation services to their clients.

Discussion: Director Jeff Lambaren- Can you provide more information about the two rooms and the tools available?

Stacie responded that we would provide our own equipment, i.e., computers, printers, etc. Two different offices will be available. The office we will use each month will depend on the needs of their staff. Both offices will work well for interviews.

Motion made by Director Jeff Lambaren, Second by Director Mickey C. Peabody to authorize the CEO of MOVE to negotiate and take any steps required to execute any and all documents necessary to enter into a MOU with the Center for Human Services to utilize their facility at the Patterson Family Resource Center to provide ADA Paratransit Eligibility Services in Patterson.

Passed: Unanimous

10. Approve Amendment #1 to the Valley Flex Professional Services Agreement between Sigala Incorporated and MOVE Stanislaus Transportation – Stacie Morales

VOGO is a ride-hailing pilot program which provides rides to people in low income areas from Riverbank, Manteca, Lathrop and Escalon. This program was implemented in February 2019. MOVE began providing rides in November 2019. There has been a delay in the software implementation which is being developed for users to register for a ride on an application. The request is to extend this agreement to allow additional time to test the program and the software. MOVE has one full-time employee coordinating this project. The funding is not being increased. The funding provided to MOVE in this contract will be enough to complete the project by March 31, 2021.

Motion made by Director Mickey C. Peabody, Second by Director Jeff Lambaren to Authorize the CEO of MOVE to negotiate and take any steps required to execute any and all documents necessary to execute Amendment #1 to the Valley Flex Professional Services Agreement between Sigala Incorporated and MOVE Stanislaus Transportation. Passed: Unanimous

11. CEO Report

Thank you to the MOVE Board of Directors for accommodating the online meeting process.

MOVE Program Updates:

Stanislaus Eligibility Center (SEC)- MOVE is providing full 90 eligibility for anyone scheduling an appointment to allow full access to services until interviews resume. A date has not been determined when we will resume interviews due to the high-risk population served. Hayley Vieyra, MOVE Director, has been doing a wonderful job coordinating procedures, and making sure we have products on hand to keep both staff and public safe when services are resumed.

VetsVan- There have been very few requests for rides. The Veterans Administration is not providing non-essential medical appointments at this current time. However, we anticipate seeing an increase in ride requests as the shelter in place requirements are lifted due to Covid-19. We are developing a return to work plan to ensure the safety of our volunteers and riders.

BRIDGES – There has been a decrease in mileage reimbursement. Clients are limiting their travel to grocery shopping and medical appointments. The number of participants has increased due the availability of family members who are able to drive for their family.

Travel Training – We are currently not providing any travel training services due to the closure of day programs and senior centers. We are contacting the day programs and senior centers to see when the programs may start up again. They are estimating around August or September.

Outreach, marketing and program growth are the focus for this next fiscal year. Due to Covid-19 we are having to reevaluate our processes. Face-to-face meetings are currently not being recommended. A new outreach and marketing plan are being developed to make sure the residents of the county and the public agencies have access to our information and continue to be informed of our services.

Area Agency on Aging contacted MOVE to let us know that Love Our Neighbor

has been having a decrease in volunteers to provide senior meal deliveries and grocery shopping assistance. We will be coordinating with Area Agency on Aging to discover how we can fill the need.

The reduction in services has provided an opportunity for MOVE to utilize the staff time in developing goals/objectives and procedures for all MOVE programs. This has been a valuable time for staff training and program planning.

12. Comments by Rosa De León Park, Ex-Officio –

Great news about the Paycheck Protection Program, what a great opportunity for MOVE, congratulations on your success and ingenuity.

StanCOG has not been meeting with the public. Our staff has been operating remotely. We have had online meetings which have been very successful. We will continue to follow the Governor's orders and continue working remotely. We will continue to hold virtual meetings and we are seeing that we are getting a lot of good participation this way.

Comment from Director Mickey C. Peabody - Congratulations on being chosen Women of the Year by Women in Transportation.

13. Comments by Board Members - none

14. Adjourn – 10:51 AM

Date: June 16, 2020
TO: MOVE Board of Directors
FROM: Stacie Morales
RE: Stanislaus County Veterans Services Office Professional Services Agreement
Agenda Item: 5

Discussion:

The Stanislaus County Veterans Services Office (CVSO) assists the twenty-three thousand Veterans including their dependents residing in Stanislaus County with a variety of services which include access to Veteran or dependent health care, disability or pension benefits, survivor benefits, education and employment services. Currently the CVSO is serving between six and seven hundred unduplicated Veterans per month.

The CVSO currently partners with a variety of MOVE transportation programs which includes VetsVan, BRIDGES and Travel Training to meet the wide range of needs for Veterans with disabilities. While this partnership has been very successful, the CVSO has identified the need for low-income Veterans to access public transit by providing bus tickets to the qualifying Veterans.

MOVE's Community Partner Grant Program is specifically intended to support services that offer access to transportation that through the creation of new programs or the expansion of existing programs. MOVE's Community Partner Grant Program is funded through Measure L. This is a County-wide sales tax passed in 2016, a portion of which is dedicated to "point to point" transportation. MOVE is responsible for managing such services through partnerships, technical assistance, and oversight to ensure that the objectives of the program are fulfilled.

On February 5th, 2020 MOVE released a Request for Proposal to the community agencies of Stanislaus County. CVSO submitted an application on March 6th, 2020. The Review Committee consisted of the MOVE CEO, Stanislaus Council of Governments (StanCOG) Assistant Planner, Modesto Area Dial-A-Ride manager and a member of the Commission on Aging. The committee met to review and score the applications on April 16th, 2020 via Go To Meeting due to Covid-19. The committee unanimously agreed to recommend CVSO be awarded the grant.

The CVSO will provide daily and /or monthly bus passes to low-income Veterans residing in Stanislaus County. The initial term shall begin May 1, 2020 and terminate June 30, 2023. MOVE shall have two (2) options of one (1) year each to extend the term of the agreement.

Fiscal Impact:

The Professional Services Agreement with Stanislaus County Veteran Services Office will provide operating funds for the new Veteran Fare Assistance Program. The initial term, Fiscal Year (FY) 2020/21 through FY 2022/2023 shall not exceed \$21,500. Should the two optional years be exercised the amount funded shall not exceed \$16,500.

Recommendation:

It is recommended that the Board of Directors:

Action: Authorize the CEO of MOVE to negotiate and take any steps required to execute any and all documents necessary to enter into a Professional Services Agreement with the Stanislaus County Veterans Services Office to provide bus tickets to low-income Veterans.

DATE: June 16, 2020
TO: MOVE Board of Directors
FROM: Stacie Morales
RE: Amendment #1 to the agreement between MOVE Stanislaus Transportation and Stanislaus County, for the lease of office space at 3500 Coffee Road, Modesto
Agenda Item: 6

Discussion:

On November 1, 2017, MOVE Stanislaus Transportation (MOVE) entered into an agreement with Stanislaus County to lease office space at 3500 Coffee Rd. Suite 19, Modesto 95350.

The Coffee Road location was designed to provide services to veterans and seniors within one location. MOVE provides valuable transportation services and knowledge for the other agencies and for their clients within the same location.

The MOVE office premises consist of approximately 1,560 square feet. Stanislaus County and MOVE desire to execute this Amendment #1 to extend the term of the lease agreement which will allow MOVE to continue operating in the same location for Two Thousand Seven Hundred Forty-Five and 60/100 (\$2,745.60) per month. The term of the lease would be July 1, 2020 to June 30, 2023. MOVE shall have one (1) option to extend the term of the lease for a three (3) year period, from July 1, 2023 to June 30, 2026,

Fiscal Impact:

The estimated cost for the office lease for a twelve-month period is \$32,947.20. The cost for lease was included in the approved budget for FY 2020 – 2021. No further fiscal impact outside of the budgeted parameters is expected.

Recommendation:

It is recommended that the Board of Directors:

Action: Authorize the CEO to negotiate and take any steps required to execute any and all documents necessary to execute Amendment #1 to the agreement between MOVE Stanislaus Transportation and Stanislaus County for the lease of office space at 3500 Coffee Road, Modesto.