

DATE: March 30, 2021
TO: MOVE Board of Directors
RE: Minutes of February 16, 2021

Minutes:

Important Notice Regarding COVID 19

In accordance with Governor Newsom's Executive Order N-29-20, the MOVE board room was closed, and the MOVE Board of Directors and staff participated in this meeting via GoToMeeting. In the interest of maintaining appropriate social distancing measures, members of the public were provided the opportunity to participate in the meeting electronically and had the right to observe and offer public comment during the meeting.

PRESENT: Director Jenny Kenoyer
Director Jeff Lambaren

ALSO PRESENT: Stacie Morales, Hayley Vieyra, Clint Miller, Karen Kincy, Brian Henderson, Laura Coutrakis

1. **Call to Order** – Meeting called to order February 16, 2021, 10:08 a.m.

2. **Roll Call** –

Jenny Kenoyer
Jeff Lambaren
Joe Madden - Absent

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.

No comments were made by those present.

4. Approve Minutes

Action: Approve minutes of November 17, 2020 Board Meeting

Discussion: None

Motion made by Director Jeff Lambaren, Second by Director Jenny Kenoyer to approve November 17, 2020 Board Meeting minutes.
Passed: Unanimous

5. Fiscal Year 2019/20 Audited Financial Statements and Independent Auditors' Report – Stacie Morales, Hudson Henderson & Company, LLC.

Action: Accept the Fiscal Year 2019/20 Audited Financial Statements and the Independent Auditors' Report.

Discussion: Brian Henderson of Hudson Henderson & Company, LLC, shared that the audit this year was conducted remotely due to COVID-19. The audit included both the TDA audit and the Measure L audit for the fiscal year 2019/2020. The findings were: Clean opinions, no issues with internal control, no significant difficulties, no misstatements, and no findings or issues. Also, no findings with TDA standards or Measure L. Standards. Overall, the audit went very smoothly. Mr. Henderson briefly reviewed the Financial Statements, a change this year included the Payment Protection Program (PPP) during COVID-19. The CEO applied for and was approved for the PPP which covered some employees pay during the pandemic, allowing all MOVE staff to receive pay and maintain employment. After receiving the PPP funds, MOVE staff discovered an error in the calculation used to determine the maximum amount of funds it was eligible to receive. MOVE returned \$7,064.37 immediately upon discovering the error to comply with the PPP rules.

Motion made by Director Jeff Lambaren, Second by Director Jenny Kenoyer to accept the Auditor's report for fiscal year 2019/2020.
Passed: Unanimous

6. Catholic Charities Professional Services Agreement Amendment #1 – Stacie Morales

Action: Authorize the CEO to enter into an Amendment #1 to the Professional Services Agreement with Catholic Charities to remove the 5310-invoicing requirement, to execute any and all documents and to take any steps necessary to complete this agreement.

Discussion: Stacie Morales, shared that MOVE entered into an agreement with Catholic Charities on July 1, 2019. Catholic Charities is provided \$100,000 annually to continue

their Senior Transportation Program. Per our contract, Catholic Charities was invoicing their 5310 grant at the beginning for the year, then invoicing MOVE the second half of the year. Caltrans prefers being invoiced monthly throughout the year to demonstrate the grant is needed each month. MOVE funding will also be invoiced monthly.

Motion made by Director Jenny Kenoyer, Second by Director Jeff Lambaren to authorize the CEO to enter into an Amendment #1 to the Professional Services Agreement with Catholic Charities to remove the 5310-invoicing requirement, to execute any and all documents and to take any steps necessary to complete this agreement.

Passed: Unanimous

7. Valley Flex Professional Services Agreement Amendment #2 between Sigala Incorporated and MOVE Stanislaus Transportation – Stacie Morales

Action: Authorize the CEO of MOVE to negotiate and take any steps required to execute any and all documents necessary to execute Amendment #2 to the Valley Flex Professional Services Agreement between Sigala Incorporated and MOVE Stanislaus Transportation.

Discussion: Stacie Morales explained that the Valley Flex agreement funds MOVE's VOGO program which reimburses drivers for low-income families in rural areas. The amendment extends the agreement to March 1, 2022. COVID has slowed down the growth of the pilot program. In addition, \$22,600 will be added to the grant to fund the extension.

Director Lambaren asked why the extension is until March 2022. Stacie Morales explained that is the length of time we expect the funds to last. Stacie Morales has met with staff at StanCOG, San Joaquin County and UC Davis to discuss the sustainability for this program.

Motion made by Director Jeff Lambaren, Second by Director Jenny Kenoyer to Authorize the CEO of MOVE to negotiate and take any steps required to execute any and all documents necessary to execute Amendment #2 to the Valley Flex Professional Services Agreement between Sigala Incorporated and MOVE Stanislaus Transportation.
Passed: Unanimous

8. Acceptance of the Resignation of Director Mickey C. Peabody – Stacie Morales

Action: Accept the resignation of Director Mickey C. Peabody and authorize the CEO of MOVE to execute any and all documents necessary to remove Mickey C. Peabody from the MOVE bank accounts held at Oak Valley Community Bank.

Discussion: On January 10, 2021 Director Mickey Peabody contacted MOVE CEO Stacie Morales to let her know she needed to resign her Board position immediately. Director Peabody has been such an asset to the MOVE Board of Directors since its inception October 2017. Oak Valley Community Bank will utilize the MOVE Board of Directors acceptance of the resignation to remove Director Peabody from MOVE's bank accounts.

Motion made by Director Jenny Kenoyer, Second by Director Jeff Lambaren to Accept the resignation of Director Mickey C. Peabody and authorize the CEO of MOVE to execute any and all documents necessary to remove Mickey C. Peabody from the MOVE bank accounts held at Oak Valley Community Bank.
Passed: Unanimous

9. Request to change March 16, 2021 MOVE Board of Directors Meeting – Stacie Morales

Action: Approve changing the MOVE Board of Directors Meeting scheduled for March 16, 2021 at 10:00am to March 30, 2021 at 10:00am

Discussion: Stacie Morales presented the purpose of moving the March Board Meeting date is to allow more time to complete the MOVE Annual Budget. When planning next year's meeting calendar, we will incorporate this need in March each year.

Motion made by Director Jeff Lambaren, Second by Director Jenny Kenoyer to Approve changing the MOVE Board of Directors Meeting scheduled for March 16, 2021 at 10:00am to March 30, 2021 at 10:00am
Passed: Unanimous

10. Financial Report Update – Stacie Morales and Miller Consulting

Discussion: Clint Miller reviewed Financial Statements and Budget vs Actuals with Board. Stacie shared that due to COVID 19 we had additional expenses. Technical equipment for staff was purchased to use while working remotely.

Discussion: None

11. CEO Report

Overview: Operations are going well. Hayley Vieyra, Director of Mobility Services, is doing a great job scheduling a few staff in the office each day, while the remaining staff work remotely.

Travel Training:

The Virtual Travel Training Program design is almost complete. World Relief has

scheduled our first virtual travel training. Training will be conducted online. Our one-on-one travel training will resume sometime after the COVID-19 vaccines are released to the public.

Additional Information:

MOVE has been discussing the need for assisting with coordinating rides to vaccine sites with Stanislaus County Health Services Agency. Our plan is to utilize the VetsVan Vehicles and our volunteer drivers, to assist getting people vaccinated who need door-through-door assistance.

In an effort to fill vacant Board of Directors positions, I have reached out and received two applications. Those applications have been submitted to Director Kenoyer for review. We are hoping to fill those two positions at next month's Board Meeting.

Stanislaus Regional Transit Authority (SRTA) has been created! This is a monumental event for our county. Director Kenoyer has been voted in as the Chair. This new SRTA means we will only have two transit agencies in our county. Turlock Transit decided to remain independent. Chair Kenoyer shared her excitement about the changes, she is honored to be chosen as Chair on the new Board. She predicts that Turlock will choose to join in the next couple of years. This will be a large financial savings to residents in Stanislaus County once the system is in place.

Director Lambaren asked why Turlock is not part of the new authority. Chair Kenoyer responded that Turlock has been going through a lot of changes and they voted to opt-out at this time. They will be welcome to opt-in at any time going forward.

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

Karen Kincy, representing for Rosa De Leon Park, started with complimenting MOVE on a great audit report. Stanislaus Council of Governments (StanCOG) is also very excited about the formation of the Stanislaus Regional Transit Authority, this has been a long time coming and we're happy this has come through. We want to acknowledge Stacie Morales and Chair Kenoyer for their work on the advisory committee and are happy that the leadership will continue, Chair Kenoyer's leadership has been inspiring.

Discussion: None

13. Comments by Board Members

None

14. Information Items

The following items are for information only.



Transportation that Changes Lives

a. January 2021 Program Reports

Discussion: None

15. **Adjourn:** 11:01 a.m.

Next Scheduled Board Meeting:

March 30, 2021 (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