



## SACOG Board of Directors

May 22, 2008

### Approve Process for Appointment of SACOG's Representative to the Paratransit, Inc. Board of Directors

**Issue:** How SACOG should proceed to fill its appointment to the Paratransit, Inc. Board of Directors under the terms of the Four-Party Agreement? SACOG's last appointee, Susan Abrams, has sent SACOG a letter advising of her intended resignation from the Paratransit, Inc. Board of Directors.

**Recommendation:** The Transportation Committee recommends that the SACOG Board approve an open and competitive process to fill the SACOG appointment on the Paratransit, Inc. Board of Directors for a three-year term (January 1, 2009 – December 31, 2011), including the remainder of the current term, which ends December 31, 2008, as described below.

**Committee Action/Discussion:** A Four-Party Agreement between the City of Sacramento, the County of Sacramento, Sacramento Regional Transit District, and SACOG provides City, County, and Transportation Development Act (TDA) funds to Paratransit, Inc. (PI). The funds are used to provide transportation services to elderly and disabled residents in Sacramento County. The agreement specifies that SACOG has one appointed position to the nine-member Paratransit, Inc. Board of Directors.

SACOG staff has been meeting with the members of the Four Party Agreement and PI to develop a program and schedule to prepare an evaluation of the CTSA status of PI and to conduct an analysis of the current and on-going need for the Four Party Agreement particularly after the new Sacramento County Measure A which takes effect in 2009. This work will be closely coordinated with planning efforts being conducted by RT and the other jurisdictions and will build on work already completed in SACOG's recently adopted MTP 2035, the Senior and Disabled Mobility Study, the Human Services Transportation Plan, and the Performance Audit of PI.

Susan Abrams, SACOG's last appointee, has sent us a letter of resignation and advised that she is willing to remain on the PI Board of Directors until her replacement is appointed. Staff recommends implementing an open and competitive application process and filling this position through that open and competitive application process, similar to the process followed by the City and County of Sacramento and other metropolitan planning organizations.

The recommended process for filling the pending vacancy includes the following steps:

- 1) The Transportation Committee recommends that the SACOG Board approve a draft application form and criteria on May 29, 2008; an outline of this application form is attached to this staff report.
- 2) The Transportation Committee recommends that the Board solicit nominations for the SACOG-appointed position on the PI Board on a schedule that is in full compliance with the requirements of the Maddy Act and closes in late July in time to review and screen applicants at the August 7 Transportation Committee meeting.
- 3) SACOG posts announcement of the open appointment and application form on its website, office and Central Sacramento Library, upon notification of the resignation of the incumbent appointee, and in compliance with the requirements of the Maddy Act.
- 4) Staff reviews and screens applications and makes a recommendation to the Transportation Committee at its August 7, 2008, meeting for consideration and approval of an appointment by the SACOG Board at its August 21, 2008, meeting.

Approved by:

Mike McKeever  
Executive Director

MM:JEB:gg  
Attachments

Key Staff: Pete Hathaway, Director of Transportation Planning, (916) 340-6235  
James E. Brown, Supervising Senior Planner, (916) 340-6221

DATE OF ANNOUNCEMENT (April 17, 2008)

### SACOG Seeks Applicants for Appointment to Paratransit, Inc. Board of Directors

The Sacramento Area Council of Governments (SACOG) appoints one member of the Paratransit, Inc. Board of Directors. The term of the SACOG seat on the Paratransit, Inc. Board will run for three years (January 1, 2009 – December 31, 2011), and will fill the remainder of the current term, which ends December 31, 2008.

Purpose, Powers & Duties: The purpose of the Paratransit, Inc. Board of Directors is to centralize transportation services to the elder and disabled residents in Sacramento County and to assure that such service is monitored by a responsible public entity; it serves as the governing body for Paratransit, Incorporated. Board members participate in governing implementation of the corporation's mission and realization of its vision; develop, communicate and implement the policies necessary to achieve the goals and objectives of Paratransit, Inc.; attend and participate in the Board's quarterly strategic planning and strategic government workshops; and commit to regular meeting attendance (1 orientation, 12 Board meetings per year, 6 to 12 standing committee meetings per year).

Term: Completion of the three (3) year term January 1, 2009, thru December 31, 2011, and the remainder of the current term effective through December 31, 2008. No term limits apply.

Meeting Info: Monthly on the fourth Thursday at 6:00 p.m. at 2501 Florin Road, Sacramento, CA 95822

Compensation: None

Board Composition: Nine (9) members as follows:

- A. Two (2) members appointed by the Mayor and confirmed by the City of Sacramento Council, who represent the general public and do not use Paratransit services
- B. One (1) member appointed by the Mayor and confirmed by the City of Sacramento Council, who is a user of Paratransit services
- C. Two (2) members appointed by the Sacramento County Board of Supervisors, who represent the general public
- D. One (1) member appointed by the Sacramento County Board of Supervisors, who is a user of Paratransit services
- E. Two (2) members appointed by the Sacramento Regional Transit District Board of Directors
- F. One(1) member appointed by the Sacramento Area Council of Governments (SACOG) Board of Directors, representing any entity in Sacramento County within the SACOG region with whom Paratransit, Inc. contracts for service

Application Filing Period: *Dates to be determined*; an application form for the SACOG appointment to this board is available on SACOG's website at [www.sacog.org](http://www.sacog.org) or by calling (916) 321-9000.

Completed applications must be delivered by 4:00 p.m. on *date to be determined*, to the Sacramento Area Council of Governments (SACOG), 1415 L Street, Suite 300, Sacramento, CA 95814 Tel: (916) 321-9000.

The SACOG Board of Directors will make the appointment on June 19, 2008.

**APPLICATION FOR SACOG APPOINTMENT TO PARATRANSIT, INC. BOARD OF DIRECTORS**

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The Sacramento Area Council of Governments (SACOG) has one appointed position on the Paratransit, Inc. Board of Directors. The purpose of this board is to centralize transportation services to the elder and disabled residents in Sacramento County and to assure that such service is monitored by a responsible public entity. The term of the SACOG seat on the Paratransit, Inc. Board runs for three years from January 1, 2009, thru December 31, 2011, including the remainder of the term that expires on December 31, 2008. The application filing period will be from April 17 to May 16, 2008. The SACOG Board of Directors will make the appointment on June 19, 2008. The term of this appointment will be from June 19, 2008 through December 31, 2011.

Provide all information requested; please type or print clearly in blue ink; any attachments must be single-sided on 8.5 x 11 white paper. Note: All information provided on this form is public record.

Return this completed application form by 4:00 p.m. on *date to be determined* to: Sacramento Area Council of Governments (SACOG), 1415 L Street, Suite 300, Sacramento, CA 95814 Tel: (916) 321-9000

Applicant Name (Last, First Middle)

Home Address (Street #, City, State, Zip)

Mailing Address (if different than home address)

Phone (Home, Work, Fax, Cell)

Are you over 18 years of age?    Yes    No

Are you age 62 or older?        Yes    No

How often have you /do you use Paratransit, Inc.'s transportation services?

Never    Once        1 to 2 times a month        1 or two times a week        three to five times a week

The Paratransit, Inc. Board of Directors generally meets on the fourth Thursday of the month at 6:00 p.m. in the Paratransit, Inc. auditorium at 2501 Florin Road Sacramento, CA 95822. The meetings are generally two hours in duration. If appointed, will you be able to attend Board meetings regularly and devote the time necessary to fulfill your duties as a director?    Yes    No

Please identify any specialized accommodations needed for equal participation:

Do you have any time conflicts or other challenges that would prevent you from serving a three-year term?

What modes of transportation do you primarily use for a) work, b) other activities? (Please specify automobile, carpool, motorcycle, public transit, paratransit services, bicycle/pedestrian)

- a) work
- b) other activities

Do you, or an immediate family member, have any relationship (professional, financial, other) that may present a potential conflict of interest for the Paratransit, Inc. Board of Directors?

No    Yes    If yes, please explain

### Background Information

A resume may be attached containing the information listed below and any other information that would be helpful in evaluating your application:

#### Education

#### Work Experience

(list below employment during the last five (5) years. Attach additional sheets of 8.5 x 11 sheets of paper if needed.)

Employer	Occupation/Job Title	Length of Service
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#### Volunteer Experience and Affiliations

Organization Name Service	Position(s) Held	Length of
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Other Boards/Commissions/Committees on which you have served:

Name of the committee(s)	Years of Service
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Please list memberships in any associations or organizations, including civic, professional volunteer and community activities, in which you have been or are now actively involved.

Organization Name	Position(s) Held	Years of Service
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References

(List below at least three persons who have known you for five years or more.)

Name	Telephone	Organization	Years Known
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Why do you want to serve on the Board of Directors for Paratransit, Inc?

What special skills, abilities and expertise would you bring to the PI Board?

What experience, if any, have you had managing or overseeing an agency or organization budget and business plan?

What is your knowledge and interest in transportation, including regional transportation planning?

Please describe any experience you have with paratransit services:

What suggestions, ideas, needs, or areas of concern would you like to see addressed in the paratransit services provided within Sacramento County?

Other experience you feel would be helpful to the SACOG Board of Directors in making this appointment:

The following information is voluntary and is gathered in accordance with State and Federal laws for the purpose of evaluating the effectiveness of our Affirmative Action and open recruitment efforts

Are you:        Male        Female

Please check which one of the following categories best describes your ethnic background

- African American/Black
- Asian/Pacific Islander
- Caucasian/White
- Hispanic/Latino
- Native American Indian/Alaskan Native
- Other (please specify)

I declare, under penalty of perjury, that all statements in this application are true and complete to the best of my knowledge.

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Signature

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Date