

Subject: Amendment #5 to Memorandum of Understanding (MOU) with Pima Council on Aging (PCOA) regarding funding of the Volunteer Transit Service Program

Meeting	Meeting Date	Agenda Category	Agenda Item #
RTA Board	May 25, 2017	Consent Action	3.k

REQUESTED ACTION/SUGGESTED MOTION

The Board is requested to approve amendment #5, revising Exhibit A and Exhibit B of the Pima Council on Aging Memorandum of Understanding

ASSOCIATED OWP WORK ELEMENT/GOAL

- Work Element 46 – Regional Transportation Authority Support

SUMMARY

The RTA entered into a Memorandum of Understanding (MOU) in 2007 with Pima Council on Aging (PCOA) to provide funding for the implementation of the Volunteer Transit Services (VTS) program. Exhibits A and B of the original MOU describe program requirements, policies and procedures. Section 9 of Exhibit A describes the scope for VTS for Seniors, including reimbursement for volunteer mileage and insurance. Exhibit A was amended in 2012 to include funding for the *Senior Transportation Solution for Greater Tucson* (STSGT). Exhibit B was amended in 2014 to create special case exceptions allowing for maximum round trip mileage greater than 50 miles.

Staff recommends amending Exhibit A and Exhibit B to reflect the following:

- PCOA has historically maintained a blanket insurance policy for all VTS programs. In order to align insurance coverage more closely with the work being performed, PCOA is ending its blanket insurance policy and requiring individual VTS programs to carry insurance directly. Insurance premiums will still be reimbursed by RTA.
- Under the amended Exhibit B mileage requirements, VTS programs are allowed to exceed a maximum round trip of 50 miles reimbursement limitation provided five criteria are met. In practice, meeting the five criteria test has proven too burdensome for smaller VTS programs with limited administrative capabilities. Staff recommends that mileage requirements under Exhibit B be further amended to modify the five criteria test to allow the number of trips over 50 miles be regulated by individual program policies, subject to review and

final approval by PCOA staff.

- The STSGT program is no longer operational. Staff recommends removal of STSGT language from both Exhibits A & B.

PRIOR BOARD AND/OR COMMITTEE ACTION

The Board has previously approved amendments to both Exhibit A and Exhibit B to expand the scope of work and alter reimbursement policies.

FINANCIAL CONSIDERATIONS

The amendments proposed here will not change the current maximum annual reimbursement amount.

TECHNICAL, POLICY, LEGAL OR OTHER CONSIDERATIONS

None noted.

ATTACHED ADDITIONAL BACKUP INFORMATION

A. Amendment #5 to the Pima Council on Aging Memorandum of Understanding

**Staff
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