Board Box

March 2023

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March 21, 2023

TO: BOARD OF DIRECTORS

FROM: VY VU, SYSTEM ADMINISTRATOR - DATA

RE: KEY PERFORMANCE INDICATORS

ISSUE:

The following pages provide a summary of the Key Performance Indicators for:

- Operations and Safety
- Eligibility and Appeals
- Customer Service

System Trip Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Vehicle Trips		223,509	228,668	226,878	1,828,652
Passenger Trips		277,744	281,788	280,187	2,267,940
Backup Trips		30	21	32	323
No Shows		2.8%	3.0%	2.5%	2.7%
On Time Performance (Next Day Trips)	≥ 91%	91.9%	91.5%	90.9%	90.9%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.03%	0.03%	0.04%	0.05%
Excessively Long Trips	≤ 5%	3.0%	3.5%	3.8%	3.9%
Missed Trips	≤ 0.75%	0.41%	0.46%	0.41%	0.47%
Denials	≤ 0	0	0	1	3
On Time Performance (Access to Work)	≥ 94%	97.1%	94.7%	94.9%	95.1%

Call Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Reservations					
Answered Calls		181,913	189,005	178,155	1,487,444
Average Initial Hold Time	≤ 120 sec	50	52	55	61
Calls On Hold > 5 Minutes	≤ 5%	1.4%	1.8%	2.2%	2.4%
Estimated Time of Arrival (ETAs)					
Answered Calls		42,045	44,825	42,726	348,287
Average Initial Hold Time		43	44	45	50
Calls On Hold > 5 Minutes	≤ 10%	1.4%	1.6%	2.1%	2.1%

Complaints/Commendations

	Goal	Dec-22	Jan-23	Feb-23	YTD
Complaints Per 1,000 Trips	≤ 4.0	2.3	2.3	2.6	2.9
Commendations Per 1,000 Trips		0.7	0.9	0.9	0.9

Safety

	Goal	Dec-22	Jan-23	Feb-23	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.10	0.07	0.17	0.20
Preventable Collisions Per 100,000 Miles	≤ 0.75	0.73	1.06	0.85	0.86
Miles Between Road Calls	≥ 25,000	40,527	31,216	35,248	41,166

Antelope Valley Region

Trip Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Vehicle Trips		11,065	11,321	10,908	91,329
Passenger Trips		13,339	13,517	13,060	109,626
No Shows		4.0%	4.2%	3.6%	3.9%
On Time Performance (Next Day Trips)	≥ 91%	95.8%	95.6%	96.1%	95.5%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.00%	0.00%	0.02%	0.01%
Excessively Long Trips	≤ 5%	1.1%	0.9%	1.3%	1.7%
Missed Trips	≤ 0.75%	0.19%	0.30%	0.25%	0.29%
Denials	≤ 0	0	0	0	0
On Time Performance (Access to Work)	≥ 94%	85.7%	100.0%	100.0%	95.3%

Call Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Reservations					
Answered Calls		7,362	7,744	7,413	54,118
Average Initial Hold Time	≤ 120 sec	49	37	34	41
Calls On Hold > 5 Minutes	≤ 5%	2.1%	1.1%	0.9%	1.4%

Estimated Time of Arrival (ETAs)					
Answered Calls		2,182	2,348	2,122	15,784
Average Initial Hold Time		37	29	26	32
Calls On Hold > 5 Minutes	≤ 10%	1.2%	0.7%	0.5%	0.9%

Complaints/Commendations

	Goal	Dec-22	Jan-23	Feb-23	YTD
Complaints Per 1,000 Trips	≤ 4.0	1.7	1.6	3.1	2.4
Commendations Per 1,000 Trips		1.3	1.2	1.3	1.4

Safety

	Goal	Dec-22	Jan-23	Feb-23	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.00	0.00	0.00	0.27
Preventable Collisions Per 100,000 Miles	≤ 0.75	0.64	1.45	0.00	0.68
Miles Between Road Calls	≥ 25,000	38,892	155,348	74,537	47,730

Eastern Region Trip Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Vehicle Trips		62,986	64,626	65,450	520,175
Passenger Trips		79,688	81,217	82,359	656,653
No Shows		2.6%	2.6%	2.1%	2.5%
On Time Performance (Next Day Trips)	≥ 91%	91.6%	91.8%	91.4%	90.3%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.03%	0.02%	0.01%	0.06%
Excessively Long Trips	≤ 5%	0.9%	1.0%	1.2%	1.2%
Missed Trips	≤ 0.75%	0.31%	0.29%	0.27%	0.37%
Denials	≤ 0	0	0	0	0
On Time Performance (Access to Work)	≥ 94%	98.7%	96.3%	91.6%	95.6%

Call Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Reservations					
Answered Calls		48,399	50,365	47,784	350,287
Average Initial Hold Time	≤ 120 sec	31	35	24	38
Calls On Hold > 5 Minutes	≤ 5%	0.9%	1.4%	0.6%	1.5%

Estimated Time of Arrival (ETA)					
Answered Calls		9,873	10,520	9,977	74,188
Average Initial Hold Time		23	22	12	26
Calls On Hold > 5 Minutes	≤ 10%	0.4%	0.5%	0.1%	0.7%

Complaints/Commendations

	Goal	Dec-22	Jan-23	Feb-23	YTD
Complaints Per 1,000 Trips	≤ 4.0	1.8	1.8	1.6	2.2
Commendations Per 1,000 Trips		0.4	0.5	0.3	0.5

Safety

J					
	Goal	Dec-22	Jan-23	Feb-23	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.00	0.00	0.12	0.10
Preventable Collisions Per 100,000 Miles	≤ 0.75	0.88	0.56	0.59	0.80
Miles Between Road Calls	≥ 25,000	21,633	18,654	20,532	32,995

Santa Clarita Region

Trip Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Vehicle Trips		2,395	2,438	2,307	19,639
Passenger Trips		2,714	2,698	2,591	21,811
No Shows		2.0%	1.4%	1.6%	2.2%
On Time Performance (Next Day Trips)	≥ 91%	94.9%	94.2%	93.0%	92.3%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.04%	0.00%	0.09%	0.15%
Excessively Long Trips	≤ 5%	2.7%	2.8%	4.2%	3.1%
Missed Trips	≤ 0.75%	1.19%	0.99%	0.38%	1.12%
Denials	≤ 0	0	0	0	1
On Time Performance (Access to Work)	≥ 94%	-	-	ı	ı

Call Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Reservations					
Answered Calls		1,795	1,933	1,524	13,212
Average Initial Hold Time	≤ 120 sec	40	61	72	79
Calls On Hold > 5 Minutes	≤ 5%	1.9%	3.5%	4.3%	5.1%

Estimated Time of Arrival (ETA)					
Answered Calls		232	207	175	1,631
Average Initial Hold Time		46	61	61	81
Calls On Hold > 5 Minutes	≤ 10%	3.4%	5.8%	5.7%	6.7%

Complaints/Commendations

·	Goal	Dec-22	Jan-23	Feb-23	YTD
Complaints Per 1,000 Trips	≤ 4.0	1.2	1.6	1.4	1.9
Commendations Per 1,000 Trips		0.4	0.0	0.0	0.2

Safety

	Goal	Dec-22	Jan-23	Feb-23	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.00	0.00	0.00	0.00
Preventable Collisions Per 100,000 Miles	≤ 0.75	2.08	0.00	0.00	0.43
Miles Between Road Calls	≥ 25,000	*	*	*	175,587

^{*}Notes: There were zero (0) road calls for these months.

Northern Region Trip Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Vehicle Trips		32,000	32,726	32,469	259,805
Passenger Trips		39,774	40,354	39,805	320,996
No Shows		2.6%	2.3%	2.1%	2.7%
On Time Performance (Next Day Trips)	≥ 91%	90.7%	90.6%	88.2%	89.9%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.08%	0.06%	0.11%	0.09%
Excessively Long Trips	≤ 5%	5.3%	5.8%	6.9%	5.2%
Missed Trips	≤ 0.75%	0.63%	0.65%	0.69%	0.73%
Denials	≤ 0	0	0	0	1
On Time Performance (Access to Work)	≥ 94%	97.1%	96.8%	94.7%	96.4%

Call Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Reservations					
Answered Calls		28,652	29,693	27,874	212,765
Average Initial Hold Time	≤ 120 sec	70	64	81	77
Calls On Hold > 5 Minutes	≤ 5%	2.5%	2.6%	3.3%	3.4%
Estimated Time of Arrival (ETA)					
Answered Calls		6,834	7,514	7,652	50,525
Average Initial Hold Time		48	60	61	57
Calls On Hold > 5 Minutes	≤ 10%	1.6%	3.1%	2.5%	2.2%

Complaints/Commendations

	Goal	Dec-22	Jan-23	Feb-23	YTD
Complaints Per 1,000 Trips	≤ 4.0	3.4	3.1	4.0	3.8
Commendations Per 1,000 Trips		1.6	1.8	1.8	1.7

Safety

	Goal	Dec-22	Jan-23	Feb-23	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.20	0.00	0.00	0.06
Preventable Collisions Per 100,000 Miles	≤ 0.75	0.66	0.61	1.00	0.47
Miles Between Road Calls	≥ 25,000	54,737	35,408	59,594	51,360

Southern Region Trip Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Vehicle Trips		77,526	79,159	77,905	633,161
Passenger Trips		94,515	95,694	94,705	771,821
No Shows		2.6%	3.1%	2.4%	2.6%
On Time Performance (Next Day Trips)	≥ 91%	92.8%	91.9%	91.6%	92.3%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.02%	0.02%	0.04%	0.02%
Excessively Long Trips	≤ 5%	4.1%	5.0%	5.3%	6.3%
Missed Trips	≤ 0.75%	0.38%	0.48%	0.43%	0.42%
Denials	≤ 0	0	0	1	0
On Time Performance (Access to Work)	≥ 94%	96.8%	91.3%	96.7%	93.7%

Call Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Reservations					
Answered Calls		62,890	64,934	60,270	444,152
Average Initial Hold Time	≤ 120 sec	65	70	85	89
Calls On Hold > 5 Minutes	≤ 5%	1.4%	1.8%	4.0%	3.0%
Estimated Time of Arrival (ETA)					
Answered Calls		15,770	16,692	15,517	109,943
Average Initial Hold Time		63	61	75	77
Calls On Hold > 5 Minutes	≤ 10%	2.3%	2.2%	4.3%	3.5%

Complaints/Commendations

	Goal	Dec-22	Jan-23	Feb-23	YTD
Complaints Per 1,000 Trips	≤ 4.0	2.3	2.4	2.5	3.2
Commendations Per 1,000 Trips		0.6	0.9	1.0	0.7

Safety

J					
	Goal	Dec-22	Jan-23	Feb-23	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.20	0.00	0.41	0.34
Preventable Collisions Per 100,000 Miles	≤ 0.75	0.51	1.39	0.98	1.13
Miles Between Road Calls	≥ 25,000	145,670	40,352	51,142	82,102

West Central Region

Trip Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Vehicle Trips		37,507	38,377	37,807	304,220
Passenger Trips		47,684	48,287	47,635	386,710
No Shows		3.5%	3.8%	3.1%	3.6%
On Time Performance (Next Day Trips)	≥ 91%	90.4%	89.4%	89.5%	88.5%
Excessively Late Trips (45+ min late)	≤ 0.10%	0.05%	0.05%	0.03%	0.09%
Excessively Long Trips	≤ 5%	2.4%	2.9%	3.2%	2.9%
Missed Trips	≤ 0.75%	0.43%	0.51%	0.42%	0.55%
Denials	≤ 0	0	0	0	0
On Time Performance (Access to Work)	≥ 91%	97.9%	96.1%	97.9%	95.2%

Call Performance

	Goal	Dec-22	Jan-23	Feb-23	YTD
Reservations					
Answered Calls		32,815	34,336	33,290	234,755
Average Initial Hold Time	≤ 120 sec	32	36	25	39
Calls On Hold > 5 Minutes	≤ 5%	1.0%	1.5%	0.7%	1.6%
Estimated Time of Arrival (ETA)					
Answered Calls		7,154	7,544	7,283	53,490
Average Initial Hold Time		26	25	13	29
Calls On Hold > 5 Minutes	≤ 5%	0.6%	0.6%	0.1%	0.9%

Complaints/Commendations

	Goal	Dec-22	Jan-23	Feb-23	YTD
Complaints Per 1,000 Trips	≤ 4.0	2.7	2.3	2.9	3.3
Commendations Per 1,000 Trips		0.7	1.0	0.7	0.9

Safety

J					
	Goal	Dec-22	Jan-23	Feb-23	YTD
Preventable Incidents Per 100,000 Miles	≤ 0.25	0.00	0.42	0.00	0.20
Preventable Collisions Per 100,000 Miles	≤ 0.75	0.93	1.62	1.17	0.86
Miles Between Road Calls	≥ 25,000	30,311	39,954	33,657	23,074

Eligibility and Appeals Eligibility

	Goal	Dec-22	Jan-23	Feb-23	YTD
Eligible Customers		103,214	103,027	102,955	102,955
Total ADA Evaluations Performed		5,439	9,090	7,564	49,163
Days From Application to Decision (avg)	≤ 21	10	8	6	9

In Person Evaluations

	Goal	Dec-22	Jan-23	Feb-23	YTD
Unrestricted		906	1,259	2,440	9,528
Restricted		180	356	1,097	2,633
Temporary		2,061	863	1,350	18,247
Not Eligible		18	15	32	195
Total		3,165	2,493	4,919	30,603

Paper Evaluations

	Goal	Dec-22	Jan-23	Feb-23	YTD
Unrestricted		1,911	4,318	2,128	15,390
Restricted		343	2,273	517	3,134
Temporary		20	6	0	36
Not Eligible		0	0	0	0
Total		2,274	6,597	2,645	18,560

Appeals

	Goal	Dec-22	Jan-23	Feb-23	YTD
Appeals Performed		9	7	18	89
Days From Appeal to Decision (avg)	≤ 30	11	8	8	9

Customer Service

Phone Statistics

Customer Service

	Goal	Dec-22	Jan-23	Feb-23	YTD
Customer Service Calls		27,552	29,500	25,415	236,246
Average Initial Hold Time	≤ 180 sec	17	29	42	31
Calls On Hold > 5 Minutes	≤ 10%	0.3%	1.4%	2.8%	2.1%
Calls Abandoned	≤ 10%	0.2%	0.6%	1.2%	0.8%

Operations Monitoring Center

	Goal	Dec-22	Jan-23	Feb-23	YTD
Customer Service Calls		6,080	6,687	7,413	51,127
Average Initial Hold Time	≤ 180 sec	33	39	52	46
Calls On Hold > 5 Minutes	≤ 10%	1.9%	2.0%	3.6%	3.3%
Calls Abandoned	≤ 10%	2.0%	2.4%	4.8%	3.4%

March 17, 2023

TO: BOARD OF DIRECTORS

FROM: HECTOR RODRIGUEZ, DEPUTY EXECUTIVE DIRECTOR

RE: FINANCIAL REPORT FOR FEBRUARY 2023 - DRAFT

Attached for your review are the draft financial reports for FEBRUARY 2023.

DRAFT FY 2022/2023 Budget to Actual Fiscal Year-to-Date Comparison:

♦ Passengers: 4.7% over budget

- ◆ Contract Revenue Miles: 0.8% under budget
- ♦ Trips: 7.2% over budget
- ◆ Total Eligibility Evaluations: 34.9% over budget
- ◆ Average Trip Distance: under budget by 0.71 miles at 8.73 miles
- ◆ Total cost per Passenger (before depreciation): 6.7% under budget at \$60.27
- ◆ Administration Function is 11.4% under budget
- Eligibility Determination Function is 1.2% under budget
- Purchased Transportation Function is 1.9% under budget
- Paratransit Operations Function is 1.0% over budget

Attached are the following reports for your review:

- Statistical Comparison: FEBRUARY 2022 to FEBRUARY 2023
- Expenses by Functional Area
- Budget to Actual Comparison of Statistics
- YTD Budget Results
- Graph: YTD PAX Cost Comparison

Expenses by Functional Area For the YTD Period Ending February 2023

					% Over /	% Over /
	% of	YTD	YTD		(Under)	(Under)
	Cost	Actual	Budget	Variance	Budget	Prior Yr
Purchased Transportation	82.8%	\$113,203,645	\$115,434,215	(\$2,230,570)	-1.9%	30%
Paratransit Operations	8.4%	\$11,440,875	\$11,325,354	\$115,521	1.0%	14%
Eligibility Determination	4.0%	\$5,451,741	\$5,518,267	(\$66,526)	-1.2%	39%
CTSA/Ride Information	0.2%	\$218,190	\$377,760	(\$159,570)	-42.2%	-39%
Administration	4.7%	\$6,379,879	\$7,204,412	(\$824,533)	-11.4%	15%
Total Exp before Depreciation		\$136,694,330	\$139,860,008	(\$3,165,678)	-2.3%	28%

Statistics - For the YTD Period Ended February 2023

				% Over /	% Over /
	YTD	YTD		(Under)	(Under)
	Actual	Budget	Variance	Budget	Prior Yr
Total Eligibility Evaluations	49,162	36,456	12,706	34.9%	36%
Number of PAX	2,267,940	2,165,343	102,597	4.7%	21%
Number of Contract Revenue Miles	15,971,870	16,103,895	(132,025)	-0.8%	16%
Number of Trips	1,828,652	1,706,196	122,456	7.2%	24%
Average Trip Distance	8.73	9.44	(0.71)	-7.5%	-7%
Purchased Transportation Cost					
Cost per Contract Rev Mile	\$7.09	\$7.17	(\$0.08)	-1.1%	12%
Total Cost per Trip before Depreciation	\$74.75	\$81.97	(\$7.22)	-8.8%	3%
Total Cost per Pax before Depreciation	\$60.27	\$64.59	(\$4.32)	-6.7%	5%

Budget Results for FY 2022/2023 For YTD Period Ending February 2023

				% Over /	% Over /
	YTD	YTD		(Under)	(Under)
	Actual	Budget	Variance	Budget	Prior Yr
Revenue					
Passenger Fares	\$5,387,775	\$5,418,168	(\$30,393)		
Other Revenue	\$1,747,975	\$470,022	\$1,277,953		
Total Revenue	\$7,135,750	\$5,888,190	\$1,247,560	21%	60%
Total Exp before Capital	\$136,694,330	\$139,860,008	(\$3,165,678)	-2%	28%
Capital Expenditures					
Vehicles	\$85,692	\$17,153,327	(\$17,067,635)		
Other Capital Expenditures	\$208,400	\$0	\$208,400		
Total Capital Expenditures	\$294,092	\$17,153,327	(\$16,859,235)	-98%	34%
Over/(Under) Budget February 2023			(\$20,024,913)		

YTD Cost Per Passenger before Depreciation and Capital Cost

