
**Oregon Transit Association
Board of Directors Meeting
October 17, 2017**

Present

Members: President Julie Brown, Vice President Lisa Scherf, Treasurer Doug Pilant (phone), Dwight Brashear, Cynda Bruce, Mary Jo Carpenter (phone), Karen Friend, Hal Gard, Andi Howell, Susan Johnson (phone), Kimberly Stanchfield (phone), Elaine Wells

Guests: Dale Penn (Salem-Keizer Transit); Karyn Criswell (ODOT-RPT); Michael Ray (Columbia County Rider)

Staff: Kelly Ross (Western Advocates) and Drew Hagedorn (Tonkon Torp)

Meeting was called to order at 10:02 a.m. by President Julie Brown.

Agenda

No changes.

Minutes

Motion by Gard, seconded by Brashear, to approve the September 12th Board meeting minutes as distributed. *Motion passed unanimously.*

Treasurer's Report

Treasurer Pilant summarized the financial report and highlighted the following:

- Public Fund member dues are at 90% for the fiscal year so far; at this same point last year, they were only at 55%.
- Private Fund dues are only at 58%, but there were quite a few payments that came in during the conference that will be reflected on the next financial report. Last year at this point, only 42% had been received.
- Though not reflected on this report, it's looking like conference expenses will be well under what was budgeted. We just received the final statement from the Pendleton Convention Center and total charges were approximately \$33,000 for space rental and meals—we had budgeted \$45,000 for this expense.

There were no questions or comments from the Board.

Legislative Update

Hagedorn reported that legislative activity is focused on ramping up for the 2018 February session and working on HB2017 technical cleanup provisions. ODOT has established the advisory committee for HB2017 rulemaking.

Executive Director's Report

Ross summarized the conference evaluation responses received thus far and said that all were generally positive; he asked for feedback from the Board.

Brashear said that he enjoyed the collegial atmosphere, Native American elements, and tours.

Scherf commented that it was good to have exhibitors in the same room as meals and general sessions.

Wells said she heard from people that they were enjoying the smaller groups and glad to have the Oregon transit colleagues back together again.

Stanchfield reported that exhibitors were very happy with the way visiting times were structured.

Scherf asked how many competitors had been in the rodeo; Stanchfield said that there were a total of 17. Brown said that we need to start pushing the rodeo more. Gard said he was impressed and inspired with the professionalism and dedication of the drivers.

ODOT/PTD Report

Gard said that he and the entire ODOT team really appreciated how well the conference and bus rodeo went and thanked everyone for attending and helping to make it possible. Also said that all Board members would be receiving a management evaluation for him and asked that people spend some time on it.

Gard said Criswell and other staff are working very hard to get the Rulemaking Advisory Committee under way and the first meeting will be October 24th; all meeting materials are available on the website.

Criswell went through the draft rule provisions, highlighting five key elements and questions that will be discussed at the first meeting; would like to get follow-up feedback by October 31st.

Brown said that one of the most important sections will be formation of the plan. Gard said that he wants sure that people are very clear on what they need to do in developing the plans, but also that it can be done fairly quickly and easily. Scherf asked if he was talking about a template; Gard said that there would definitely be a template.

Brown said she was hearing some grumbling about low income/reduced fare/no fare; there are worries that the new money will have to be used to reduce fares more than has already been done. Criswell said there is an expectation by some stakeholders that there will be an equity analysis as part of the plans.

Penn asked whether there has been a final determination on how the new funding will relate to existing STF funding. Criswell said she expects that the rules will be silent on this and those decisions will be left to the individual providers.

Gard said that Kristen Green is the main consultant for the RAC and may be contacting Board members; one of technical fixes will be to give PDT authority to collect an administrative change; initial estimate is it will be less than 1% and Gard will send federal citations re ODOT's funding responsibilities to Hagedorn.

Kriswell said that one of the things to be discussed at the first meeting is how to structure communications so that they can easily be forwarded out to others, with an easy way to give online feedback.

Kriswell asked how deep the Board would like to dig into the draft rules. Brown said everyone probably needs more time to review them and to discuss with their governing bodies.

Ross distributed copies of a proposal from the Nelson Nygaard transportation planning firm that had been solicited by the Association of Oregon Counties; said that AOC had contacted him and is interested in having OTA participate in the project; asked for input from the Board.

Consensus was that the proposal is probably premature; if there is a template, will this be necessary? Brown asked how many county transportation systems this would help. Kriswell said she has concerns with the timing and awareness of existing partnerships/project details; they have identified two different times in their process to do training with providers—this could provide the same type of benefits suggested by the proposal.

Brashear asked whether a definitive decision had been made yet on local advisory committees. Criswell said no, nothing definitive at this point; her understanding is that TriMet has formed their own advisory committee and this may be causing some confusion that others should be farther along with their committees.

Agency Updates

- Scherf (City of Corvallis) – Spent summer working through transit development plan on the solutions side; their larger steering committee will be seeing proposed solutions in November. Working on an operations contract that expires at the end of this fiscal year and hoping to get more proposals and better prices.
- Friend (Central Oregon Council of Governments) – Received first Gillig bus today; ramping up on planning for winter season; in union negotiations.
- Brashear (SMART/City of Wilsonville) – Was awarded a Low/No Grant of almost \$1.5 million; moving quickly to get new buses in service as soon as possible. Presented a plan to city council for remodeling and redevelopment of bus shelters; first step in TMP update has been completed.
- Penn (Salem-Keizer Transit) – Pursuing legislative priorities for next year.
- Howell (City of Sandy) – In beginning phases of construction of two bus barns through STP funding; also awarded TMP funding; ridership up for the first time in years.
- Bruce (Lincoln County Transit) - Expecting two new 30-passenger buses in next few weeks; nearing end of transportation development plan process; ridership staying level.

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- Michael Ray (Columbia County Rider). Proposals due tomorrow for Rainier Transit center. Looking at all transit stops in Scappoose—received a grant from the city to put up transit stop signs.
 - Pilant (Tillamook County Transportation District) - Approaching halfway point in facility repair and renovation project. Purchased Ecolane scheduling and dispatch software and now working on implementing it; effective January 3rd, will be doing three daily roundtrips to Salem from Lincoln City.
 - Carpenter (Community Connection of NE Oregon) - Progressing with completion of video surveillance system and looking at four possible vendors; very much enjoyed having the conference at a location much closer to her and believes others in Eastern Oregon also appreciated the convenience.
 - Johnson (CTUIR) - Taking over as Kayak interim program manager; slow ridership on new Hermiston service; in need of used low mileage buses.
 - Brown (Rogue Valley Transportation District) – In middle of electronic fare box purchase; starting solar project on roof of maintenance building; will soon be receiving buses from Athens, Georgia, that were retired but still have useful life. Kicking off their master plan that should be completed right when new funding becomes available. Lost NEMT contract in Coos Bay and had to lay off four people—this may lead to the end of their call center.

The Board went into executive session at 11:42 and adjourned afterward.