



Salem Area Mass Transit District  
**Board of Directors Meeting**  
March 28, 2024

**Index of Board Actions**

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Approve the Consent Calendar .....	3
<b>A. Approval of Minutes</b>	
1. February 22, 2024 Board of Directors Meeting.	
2. March 14, 2024 Board of Directors Work Session.	
<b>B. Routine Business Items</b>	
1. Authorize the General Manager to execute a five-year contract with Comcast Business for internet services for an amount not to exceed \$302,610.	
2. Authorize the General Manager to execute a contract with Qcera, Inc. to provide a Protected Leave / Disability Management System for a total not to exceed \$162,500.	
Adopt the Coordinated Public Transit – Human Services Transportation Plan for Marion and Polk counties and the Section 5310 Program Management Plan updates as recommended by the Statewide Transportation Improvement Fund Advisory committee and presented in Attachments A and B. ....	3-4

Salem Area Mass Transit District  
**Board of Directors Meeting Minutes**

Senator Hearing Room: 555 Court St. NE, Salem, Oregon 97301

**March 28, 2024**

Full Video of Board Meeting can be accessed at: [https://www.youtube.com/playlist?list=PLSUQ1gg6M78XRjv71liYD\\_YiUu7ABEx92](https://www.youtube.com/playlist?list=PLSUQ1gg6M78XRjv71liYD_YiUu7ABEx92)

**Attendees:**

Board: President Maria Hinojos Pressey, Directors Joaquín Lara Midkiff, Ramiro Navarro Jr., Sadie Carney, Ian Davidson (Virtual until 5:52 p.m.), and Sara Duncan. Absent: Director Bill Holmstrom

Staff: General Manager Allan Pollock, Deputy General Manager David Trimble, CFO Denise LaRue, CHRO Jaél Rose, CCO Patricia Feeny, CPDO Shofi Ull Azum, Service Planning Manager Chris French, Security, Risk Manager Deb Grant (Virtual), IT Manager Ross Aguilar, and Executive Assistant Kirra Pressey.

Guest: CFM Partner Dale Penn, CFM Counsel/State Affairs Waylon Buchan, Kittelson & Associate's Project Manager Krista Purser and Legal Counsel Sara Sayles (Virtual)

**I. CALL TO ORDER**

**A. Attendance**

President Hinojos Pressey called the meeting to order at 5:30 p.m.

Attendance was noted with Director Holmstrom being absent this evening and Director Davidson attending virtually for the first portion of the meeting.

**B. Safety Moment**

GM Pollock presented a safety moment focused on discussing spring home safety. He discussed essential topics such as smoke alarm safety, carbon monoxide detectors, poison and pesticide safety, and the importance of having a working emergency plan in place.

**II. ANNOUNCEMENTS | CHANGES TO THE AGENDA – None**

**III. PRESENTATION(S)**

**A. 2024 State Legislative Session Report**

Presenter: CFM Partner Dale Penn and CFM Counsel/State Affairs Waylon Buchan

Staff Report: Pg. 4-14, Addendum #1

Dale Penn and Waylon Buchan presented the CFM 2024 State Legislative Session report. They began with an overview of the CFM team and delved into major issues addressed during this short session, including housing and houselessness, changes to Measure 110, and campaign finance reform. They then reviewed the priorities established for the District before the legislative session and provided updates on each. Notably, they highlighted Senate Bill 1572 – the Westside Express Service Expansion Study, expressing their intent to sustain discussions with key

stakeholders despite its failure to pass. Finally, they addressed Senate Bill 1553, emphasizing their commitment to monitoring and offering guidance due to its sensitive nature.

**IV. PUBLIC COMMENT – None**

**V. CONSENT CALENDAR**

Presenter: President Maria Hinojos Pressey

Staff Report: Pg. 15-24

**A. Approval of Minutes**

1. February 22, 2024 Board of Directors Meeting
2. March 14, 2024 Board of Directors Work Session

**B. Routine Business Items**

1. Approve Renewal of Contract for Internet Services
2. Approve Contract for Protected Leave / Disability Management Software

Motion:	<b>Approve the Consent Calendar As Presented</b>
Motion By:	<b>Director Ramiro Navarro Jr.</b>
Second:	<b>Director Sadie Carney</b>
Vote:	<b>Motion Passed Unanimously</b>

**VI. ITEMS DEFERRED FROM THE CONSENT CALENDAR – None**

**VII. ACTION ITEMS**

**A. Adopt Coordinated Plan and 5310 Project Management Plan Updates**

Presenter: Kittelson & Associate’s Project Manager Krista Purser and Service Planning Manager Chris French

Staff Report: Pg. 25-325

Krista Purser presented the Coordinated Plan Update, covering various items within the plan. She elaborated on the community engagement efforts undertaken to identify and prioritize needs. Furthermore, she outlined potential strategies aimed at addressing unmet transportation needs. Chris French presented the updated 5310 Project Management Plan, offering insights into its differences from the Coordinated Plan. He outlined the project plan, including a proposed change to eliminate the Technical Advisory Committee (TAC). Furthermore, Chris discussed updated needs and strategies relevant to the project.

Motion: **Adopt the Coordinated Public Transit - Human Services Transportation Plan for Marion and Polk counties and the Section 5310 Program Management Plan updates as recommended by the Statewide Transportation Improvement Fund Advisory committee and presented in Attachments A and B.**

Motion By: **Director Ian Davidson**

Second: **Director Sara Duncan**

Vote: **Motion Passed Unanimously**

**VIII. INFORMATIONAL REPORTS**

**A. Service Change Briefing for May 2024**

Presenter: Service Planning Manager Chris French

Staff Report: 326-331

Chris French discussed the upcoming service change effective May 1, 2024, with a special emphasis on the introduction of Route 22 and the resulting alterations to Route 6. Additionally, he addressed the forthcoming holiday service levels.

**IX. GENERAL MANAGER'S REPORT**

GM Pollock provided the General Manager's Report, highlighting recent new hires and internal promotions. He also mentioned his upcoming attendance at the APTA Legislative Conference within the next two weeks. Lastly, he highlighted the award received at the MWVCOG Annual Meeting recognizing the Districts regional cooperative partnership in the youth pass program.

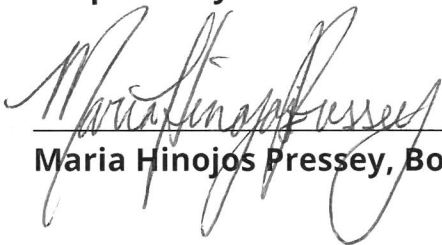
**X. BOARD OF DIRECTORS REPORT**

President Hinojos Pressey and Directors provided reports on committees and activities in which they represent SAMTD.

**XI. ADJOURN**

President Hinojos Pressey adjourned the meeting at 7:23 p.m.

**Respectfully Submitted**



**Maria Hinojos Pressey, Board President**