



**MINUTES OF THE
August 15, 2023
COMMUNITY ADVISORY COMMITTEE MEETING – HYBRID
5:30 PM – 7:30 PM**

Present Members:	John Hammill, Chair Marja Byers, Member (Virtual) Davis Dyer, Member Rick Hartwig, Member Joe Tilman, Member (Virtual)	Sue Coffin, Vice-Chair Laurie Dougherty, Member (Virtual) Lucy Edwards, Member (Virtual) Judi Richards, Member (Virtual)
Absent Members:	Erin Ross, Member	
Board:	Bill Holmstrom, Cherrlots Board of Directors	
Staff:	Tom Dietz, COO Shofi Ull Azum Shofi, CPDO David Trimble, DGM Melissa Kidd, Capital & Project Control Manager	Ben Sawyer, Contracted Services Manager Gregg Thompson, Maintenance Manager Seth Hamlin, Customer Service Manager
Recorder:	Crisandra Williams, Executive Assistant	
Guests:	Scott Clarke & Kari Turner, PIVOT (Virtual)	

1. CALL TO ORDER AND ROLL CALL

Chair John Hammill called the meeting to order at 5:32 p.m. A quorum was present and introductions were made.

a. Safety Moment

Tom Dietz, Director of Operations, gave us a safety message regarding the hot weather. Make sure you are shielding from exposure to the sun. Clothing, hats, SPF. Keep yourself hydrated. Make sure you are drinking water or some form of electrolytes. Try to stay in the air conditioning as much as possible.

b. Additions/Changes to the Agenda - None

2. ANNOUNCEMENTS

a. Introduction to New Executives - David introduced our new Chief Planning and Development Officer, Shofi Ull Azum. David also let the members know we have a new Chief Technology Officer, Baofeng Dong, who was not present at the meeting.

3. PUBLIC COMMENT

Cristy had public comment on LIFT services. Cristy has had a number of problems using LIFT. Cristy would like accessible, reliable, and dependable rides. Dispatch has told her that riders

cannot depend on the phone calls. It isn't safe for riders who use LIFT to wait at the curb. John Hammill also says the warning call has not been reliable. Ben is working on the system issues. Ben stresses that when there are issues to call to report them. If riders could provide more specifics - dates and time. Judi has seen wonderful results with LIFT and appreciates the calls to let them know if they are late. Marja also has had LIFT scheduling issues. Today the driver was running late, but ultimately canceled the ride. The VIA system showed she had been picked up.

4. APPROVAL OF MINUTES - Minutes of June 20, 2023

Motion: Motion to approve the meeting minutes of June 20, 2023.
Motion by: Member Rick Hartwig
Second: Member Judi Richards
Vote: Motion passed by those in attendance.
Discussion: None

5. PRESENTATIONS

a. South Salem Transit Center & Mobility Hub – Scott Clarke & Kari Turner, PIVOT

David Trimble is the Project Manager for the SSTC, introduced Scott Clarke and Kari Turner David relayed that we have had several meetings in the past few months regarding SSTC.

Scott and Kari gave a brief overview of the project. Explained the process of figuring out the needs and wants of Cherriots and the community. Scott showed the current schematic plans and 3D visuals. Judi expressed concerns about the houseless population in the area moving in and the safety concerns to the riders. Would love to see a contest to name the trees. There will be 3 BEB stations day one and the infrastructure for future charging stations. There will also be roughly 8 stations in the parking lot for passenger vehicles. Laurie suggested a bike cage and riders can access it with keys or passes. Davis appreciates the separate access for the buses and cars.

b. Capital Projects Briefing – Melissa Kidd

Melissa Kidd went over the Capital Improvement Plan (CIP), the difference between capital projects, capital purchases, and operating projects. Melissa also went over the several steps to the Capital Project process. She summarized a few of our current projects and TAM plan - Transit Asset Management.

6. DISCUSSION ITEMS

a. Sub-Committee Reports

i. One - Local Services

First meeting was held. Working on the scope of the sub-committee involvement. There are meetings scheduled through the end of the year.

ii. Two – Capital Projects & Facilities

First meeting was held. Gregg went over a lot of the capital projects and the process.

iii. Three – Cherriots LIFT Program

First meeting was held. Went over customer concerns about the service and the inconsistencies with the new technology. Ben went over what MTM is doing to meet

some of the gaps. There are meetings scheduled through the end of the year and passenger concerns, positive and negative, will always be discussed.

iv. Four – Services and Financial Plans

First meeting was held. The committee is becoming familiar with the current budget. Will be reviewing the FY23 financial report and get started on the FY25 budget when appropriate. Discussed UMO, Free Youth Fare, and employee safety at the first meeting.

v. Five – Regional Services

First meeting was held. They discussed continuing to meet on Zoom, having members ride the regional routes, and homelessness in the rural areas. During the extreme weather Regional service provides free rides to shelters.

b. Umo Q&A

Seth Hamlin was available to answer questions from committee members. John commented that the first few rides on LIFT were challenging, but it is starting to run really well. Seth explained we have had over 500 riders begin using Umo and Customer Service has received an overwhelmingly positive response. Lucy has been using Umo on fixed route buses and it is not in an ideal space for wheelchair users. Seth would like to see the problems Lucy has with the location so he can offer/look for solutions.

7. ACTION ITEMS - None

8. FUTURE AGENDA ITEMS

- a. Transition at LIFT
- b. Financial Performance Report
- c. System Performance Report
- d. Transportation Options Presentation

9. ADJOURNMENT

Motion:	Motion to adjourn the meeting at 6:56 p.m.
Motion by:	Chair Sue Coffin
Second:	Member Judi Richards
Vote:	Motion passed by those in attendance.

Next Meeting: October 17, 2023