

**Community Advisory Committee  
December 12, 2023 | 5:30 PM – 7:30 PM**

**In Person and Via ZoomGov:**

<https://cherriots-org.zoomgov.com/j/1618125390?pwd=RG9zSmxWSTJlMzZ4R0MxVzJoeUdRUT09>

**Phone Number:** (669) 254-5252 | **Meeting ID:** 1601 812 5390 | **Passcode:** 022824

## **CAC AGENDA**

### **1. CALL TO ORDER AND ROLL CALL**

- a. Safety Moment
- b. Additions/Changes to Agenda

### **2. ANNOUNCEMENTS**

- a. Sub-Committee Meetings for January 2024

### **3. PUBLIC COMMENT**

(Community members who wish to provide comment will be given three (3) minutes to comment on any transit-related matters regardless of whether it is an agenda item or not. To offer comment, please email your comments to: [cac@cherriots.org](mailto:cac@cherriots.org) by 5:00 p.m. 24 hours prior to the meeting date/start time; or mail them to Attn: Community Advisory Committee, Cherriots Administration Office, 555 Court Street NE, Ste. 5230, Salem, OR 97301.)

### **4. APPROVAL OF MINUTES**

- a. Minutes of Meeting: October 17, 2023

### **5. PRESENTATIONS**

- a. System Performance Report – Chris French
- b. Community Based Marketing Plan – Patricia Feeny

### **6. DISCUSSION ITEMS**

- a. Sub-Committee Reports

### **7. ACTION ITEMS**

### **8. FUTURE AGENDA ITEMS**

- a. Financial Performance Report – Denise LaRue

### **9. ADJOURNMENT**

- Turn all conversation devices to noiseless · Save all questions until the end of presentations
- When asking for the Chair's recognition, raise hand

### **SPECIAL ACCOMMODATIONS**

In order to ensure the broadest range of services to individuals with disabilities, we may need lead time to make the necessary arrangements. Persons requiring a sign language interpreter, assistive listening device, large print material, or other accommodations, please call or contact us at least two working days (48 hours) in advance at 503-588-2424.



**MINUTES OF THE  
October 17, 2023  
COMMUNITY ADVISORY COMMITTEE MEETING – HYBRID  
5:30 PM – 7:30 PM**

<b>Present Members:</b>	John Hammill, Chair; Sue Coffin, Vice-Chair; Marja Byers, Member; Laurie Dougherty, Member (Virtual); Davis Dyer, Member; Lucy Edwards, Member (Virtual); Rick Hartwig, Member; Judi Richards, Member; Erin Ross, Member (Virtual)
<b>Absent Members:</b>	Joe Tilman, Member
<b>Board:</b>	Maria Hinojos Pressey and Bill Holmstrom, Cherriotics Board of Directors
<b>Staff:</b>	Tom Dietz, COO; Don Clifford, Transportation Manager; Gregg Thompson, Maintenance Manager; Jaél Rose, CHRO
<b>Guests:</b>	Audrey and Cindy – Interpreting Services (Virtual); Lisa Krahl and Michelle Buie, MTM
<b>Recorder:</b>	Crisandra Williams, Executive Assistant

**1. CALL TO ORDER AND ROLL CALL**

Chair John Hammill called the meeting to order at 5:31 p.m. A quorum was present and introductions were made.

**a. Safety Moment**

Don Clifford provided us with a safety message on White Cane Safety Awareness Day which was October 15th. Don went over the Oregon State Laws for drivers when approaching pedestrians who are blind and/or deaf.

**b. Additions/Changes to the Agenda – None**

**2. ANNOUNCEMENTS**

- a. Introduction to New Executive - Tom introduced our new Chief Human Resources Officer, Jaél Rose to the committee members.

**3. PUBLIC COMMENT - None**

**4. APPROVAL OF MINUTES - Minutes of August 15, 2023**

<b>Motion:</b>	<b>Motion to approve the meeting minutes of August 15, 2023.</b>
<b>Motion by:</b>	<b>Member Rick Hartwig</b>
<b>Second:</b>	<b>Member Davis Dyer</b>
<b>Vote:</b>	<b>Motion passed by those in attendance.</b>
<b>Discussion:</b>	<b>None</b>

**5. PRESENTATIONS**

- a. **Commuter Options** - Kiki Dohman gave a presentation on the Commuter Options Program. Kiki explained the benefits of the Group Pass Program, the Get There Platform and how the Guaranteed Ride Program works.

## 6. DISCUSSION ITEMS

- a. **Applications & Terms** - Tom Dietz reminded everyone that there will be members terming out at the end of the year. The potential candidates and chairs will be elected at the December Board meeting. The committee really wants to get a youth member and suggested reaching out to Boys & Girls Club, schools and other community programs. We will look at creating a flier to give to schools and other places.
- b. **Sub-Committee Reports**
  - i. **One - Local Services** - Chris French joined the subcommittee meeting and discussed planning ideas and the group gave some suggestions.
  - ii. **Two - Capital Projects & Facilities** - The group reviewed capital projects for the year. Discussed capital projects in the Operations Division.
  - iii. **Three - Cherriots LIFT Program** - The group went over ridership and statistics. Discussed rider safety concerns and went over the work plan and what the subcommittee is responsible for. MTM eligibility contract will be going out for services. They also discussed vehicle design and how the side door lift works.
  - iv. **Four - Services and Financial Plans** - They had a short meeting due to attendance. They discussed Umo and how it relates to finances. They would like to look at the financial reports and projections to help Cherriots during the budget process.
  - v. **Five - Regional Services** - Reviewed a lot of reference materials. Reviewed ridership figures for regional at a pre-forest fire vs post-forest fire numbers. Once they review all the information they might have recommendations.
- c. **Comments from the Board** - Maria Hinojos-Pressey discussed moving forward with action items that can help achieve service enhancement goals. We will be focusing on local service enhancements at this time. Maria also discussed the need for a variety of community members to be on the CAC.

## 7. ACTION ITEMS - None

## 8. FUTURE AGENDA ITEMS

- a. Financial Performance Report - Denise LaRue
- b. System Performance Report - Chris French

## 9. ADJOURNMENT

<b>Motion:</b>	<b>Motion to adjourn the meeting at 6:30 p.m.</b>
<b>Motion by:</b>	<b>Member Rick Hartwig</b>
<b>Second:</b>	<b>Vice-Chair Sue Coffin</b>
<b>Vote:</b>	<b>Motion passed by those in attendance.</b>

**Next Meeting: December 12, 2023**