



**MINUTES OF THE
December 10, 2024 - 5:30 PM – 7:30 PM
COMMUNITY ADVISORY COMMITTEE MEETING – HYBRID**

Present Members:	Judi Richards, Vice-Chair; Marja Byers, Member; Erin Ross, Member; David Levy, Member; Bryan Casey, Member; Lucinda Edwards, Member; Ron Rubel, Member (virtual)
Absent Members:	Joe Tilman, Member
Board Liaison:	Bill Holmstrom, Cherriots Board of Directors (virtual)
Staff:	Tom Dietz, COO; Zach Leeth, Maintenance Manager; Don Clifford, Transportation Manager; Ben Sawyer, Contracted Services Manager; Michelle Buie, MTM; Patricia Feeny, CCO; David Trimble, DGM; Melissa Kidd, Capital and Project Control Manager; Cliff Carpentier, CSO
Recorder:	Crisandra Williams, Executive Assistant

1. CALL TO ORDER AND ROLL CALL – Vice-Chair Richards called the meeting to order at 5:30 p.m. A quorum was present.

a. Safety Moment – COO Dietz presented a message on cold weather safety tips.

b. Additions/Changes to the Agenda – None.

2. APPROVAL OF MINUTES -

Motion: Motion to approve the meeting minutes of October 15, 2024

Motion by: Member Levy

Second: Member Byers

Vote: Richards, aye; Byers, aye; Ross, aye; Levy, aye; Casey, aye; Edwards, aye; Rubel, aye. Motion passed 7-0.

3. PUBLIC COMMENT – None.

4. ANNOUNCEMENTS

a. New Chief Safety Officer, Cliff Carpentier – COO Dietz introduced the new Chief Safety Officer, Cliff Carpentier. CSP Carpentier is excited to connect with our community resources and external stakeholders and work on passengers and staff safety on the bus and in transit centers.

5. ROUNDTABLE/DISCUSSION ITEMS

a. Quarterly Communication Division Updates – CCO Feeny presented Communications Division highlights including the new and recurring Creating Community Connections events, the Point in Time Count on January 23rd, usage of QR codes in marketing materials, the bus wrap call for artists, and the community values survey.

b. Capital Investment Plan Highlights - DGM Trimble and Capital and Project Control Manager Kidd presented information on completed capital projects, project updates and FY25 project highlights. Project Control Manager Kidd presented information on our Battery Electric Bus and inductive charging updates. Completed projects include Del Webb wall and roof repair, in-ground lifts, operation supervisor vehicles, Umo, Del Webb steam bay lift, phase 2 - parts room cabinets, training room/conference room remodel, local right-sized expansion buses, and the new tire machine. Current project updates include South Salem Transit Center in which the

District received notification from FTA that they can move forward with property acquisition. An engineering task order has been executed for the Del Webb Fence and Security project. Solicitation was posted for the Comprehensive Operational Analysis and the source evaluation committee has met. The District is finalizing the scope of work for the Farebox Replacement solicitation. Proposals for the Micromobility Feasibility Study have been evaluated and a successful proposer has been selected.

c. Committee Roundtable –

- i. Judi Richards – Spent time with the Oregon One Program reworking program rules for the legislation and Oregon DHS.
- ii. Erin Ross – This is Erin’s last meeting. She expressed her appreciation and hopes Cherriots applies the feedback she has provided over the years.
- iii. David Levy – Started volunteering for Salem for Refugees and they are seeking bus buddies. David would like them to come in to chat with the committee.
- iv. Bryan Casey – Bryan appreciates the flag replacement in the transit center. Bryan says there are not a lot of public restroom options on Sundays and wonders if there could be a location for a porta-potty for Sundays only where security can keep an eye on. Bryan praised the artist on the Latiné Heritage bus wrap and would like to see a Veterans bus wrap. Bryan asked about the process on rider priority. Don explained that we can ask riders to move, but we cannot force riders to move.
- v. Marja Byers – Working to get a low vision support group going at Salem Health and is hoping to have someone from Cherriots to speak with the group.
- vi. Ben Sawyer, Contracted Services Manager – Held an outreach event at Emerald Point with travel training and LIFT applications.
- vii. Zach Leeth, Maintenance Manager – Finishing up the installation process on the AVAIL project and has joined the Chemeketa Diesel Advisory Committee.
- viii. Don Clifford, Transportation Manager – Conducting in-service training with operators on the Smiths System and de-escalation training.
- ix. Tom Dietz, COO – Working on the AVAIL project, attending in-service to gather feedback on the new Rewards & Recognition program which will roll out in the new fiscal year, and rolling out the million-mile driver program. Judi suggested that CAC be a part of thanking the staff who receive the awards.

- d. Open Discussion –** Member Levy asked if there have been any issues with staff recruitment and retaining. Transportation Manager Clifford explained that the District never stops interviewing potential operators and we have a pool to contact when we need to hire more. MTM is currently 12 drivers short with 5 in training. MTM has an assigned recruiter and is working on setting up a weekly open house.

6. ACTION ITEMS – None.

7. FUTURE AGENDA ITEMS

- a. Updated CAC Bylaws

8. ADJOURNED – Vice-Chair Richards adjourned the meeting at 6:36 p.m.