

**SALEM AREA MASS TRANSIT DISTRICT
SPECIAL TRANSPORTATION FUND ADVISORY COMMITTEE
VIRTUAL MEETING AGENDA**

Wednesday, September 16, 2020 at 3:00 PM

Google Meet I.D: meet.google.com/cwu-agir-uap

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Until the Covid-19 pandemic has passed and the guidelines set by the State have been lifted, the District will hold its public meetings virtually via the internet using Google Meet.

For more information about a particular meeting go to cherriots.org/meetings/. Community members who want to be included on an email distribution list for meeting announcements, or give testimony or comments to the Committee, send a letter to the attention of the Special Transportation Fund Advisory Committee at the address shown in the header above, or an email to publictestimony@cherriots.org.

The public is encouraged to submit its testimony by 5pm on September 15, 2020. Testimony will be provided to the Special Transportation Fund Advisory Committee in advance of the meeting.

A. CALL TO ORDER

1. Note of Attendance for a Quorum
2. "Safety Moment" Thought for the Day

B. PUBLIC COMMENTS

See above for public comment procedures

C. APPROVAL OF MEETING MINUTES – July 7, 2020

D. ANNOUNCEMENTS & CHANGES TO THE AGENDA

E. ACTION ITEMS

1. Review applications received for Rural Veterans Healthcare Transportation Program that bridges gaps and resolves barriers between Oregon's veterans

living in rural areas and the healthcare benefits they've earned and from a formal recommendation for funding to the Cherriots Board of Directors.

F. DISCUSSION

1. SAMTD Service Updates
2. Provider updates
3. Round table topics

G. ADJOURN

MEETING PROCEDURES

This is an open and public meeting in a place that is ADA accessible. With 48 hours of notice, auxiliary hearing aids and services, and alternate formats are available to individuals with limited English proficiency. Requests can be made directly to the Jolene White by phone at 503-361-7521 or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM. For an electronic copy of the STFAC's agenda packet, go to www.cherriots.org/meetings/.

Esta es una reunión pública y abierta en un lugar al que se puede acceder por ADA. Con 48 horas de anticipación, los audífonos y servicios auxiliares y los formatos alternativos están disponibles para personas con dominio limitado del inglés. Las solicitudes se pueden hacer directamente al Jolene White por teléfono al 503-361-7521 o con la asistencia de TTY: Servicios de retransmisión de Oregon al 1-800-735-2900 (o 711). El horario de la oficina de administración de Cherriots es de lunes a viernes de 8:00 AM a 5:00 PM. Para obtener una copia electrónica del paquete de la agenda de STFAC, vaya a www.cherriots.org/meetings/.



Salem Area Mass Transit District

**~ Special Transportation Fund
Advisory Committee Virtual Meeting ~**

Tuesday, July 7, 2020
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

Members Present:	Ron Harding, Chair; John Hammill, Vice Chair; Bryant Baird, Jean Sherbeck, Sherena Meagher-Osteen, STFAC member; Emily Broussard, STFAC member; Marja Byers, STFAC member; Mayor Jeremy Gordon, STFAC member
Staff Present:	Steve Dickey, Director of Strategic Initiatives and Program Management; Chris French, Service Planning Manager; Ted Stonecliffe, Transit Planner II; SueAnn Coffin, Contracted Services Manager; Melissa Kidd, Operations Programs Administrator; Wendy Feth, Accounting Supervisor
SAMTD Board Liaison:	Director Charles Richards
Guests:	Kathleen McClaskey, Woodburn Transit; Tim Williams, MV Transportation, Inc.
Recorder:	Jolene White, Administrative Assistant, Finance & Technology, Strategic Initiatives and Program Management

A. CALL TO ORDER AND NOTE OF ATTENDANCE

Chair Harding called the meeting to order at 3:02 PM. Attendance was noted that a quorum was present.

1. Safety Moment:

Mr. Dickey shared the “*Safety Moment*” thought of the day to remember these three things as we stay strong and continue to flatten the curve and slow the spread of COVID-19. If you leave home, practice your 3-W’s: Wear, Watch, Wash.

- **Wear** a cloth covering over your nose and mouth.
- **Watch Your Distance** 6 feet apart. Avoid close contact.
- **Wash** your hands often with soap and water for at least 20 seconds or use hand sanitizer.

These actions can help to protect yourself and those around you and slow the spread of COVID-19.

B. PUBLIC COMMENT

There were no public comments submitted and no public present.

C. APPROVAL OF MEETING MINUTES – April 07, 2020

Mayor Jeremy Gordon motioned for the April 7, 2020 Special Transportation Fund Advisory Committee (STFAC) minutes to be accepted by the STFAC as written. Bryant Baird seconded the motion. The motion passed unanimously among voting members.

D. ANNOUNCEMENTS

No announcements.

E. ACTION ITEMS

Receive recommendation from the Technical Advisory Committee (TAC) regarding the 2021 Section 5310(FTA) grant applications and form a formal recommendation for funding to the Cherriots Board of Directors.

The TAC recommendation was to move forward with the applications as presented. Sherena Meager-Osteen motioned to recommend funding of all three grant applications as requested. Marja Byers seconded the motion. The motion passed unanimously among voting members.

Vice Chair Hammill motioned that the Special Transportation Fund Advisory Committee (STFAC) accept the TAC recommendation and advise the Cherriots Board of Directors to fully fund the three grant requests as submitted. Mayor Jeremy Gordon seconded the motion. The motion passed unanimously among voting

F. members.

DISCUSSION ITEMS:

1. Upcoming Changes for the STF Program:

As was mentioned at the TAC meeting earlier today, changes are coming to the STF program. At the Special Session of the Legislation, the bill was passed to merge the STF and STIF (Statewide Transportation Improvement Fund) programs. The merger is set to officially begin on July 1, 2023. The revenue streams for the STF program are shrinking with the removal of the general fund from the program and the loss of cigarette tax revenues. The legislature decided for this biennium to supplement that lost revenue with funds from the STIF program.

Another change that will be occurring in the STF program at Cherriots is a revision of the bylaws. The bylaws will not be changed in how we do business, but rather making sure that all of the bylaws for all of the advisory committees have the same

administrative structure, such as how vacancies and appointments are handled and consistent language.

2. Provider Updates:

Kathy McClaskey of Woodburn Transit shared that the Cherriot's employees that have been going out and cleaning the shelters have been doing a fantastic job and that they are very appreciated. Kathy makes a point to go out and personally thanked the employees every time she sees them. The Woodburn staff have also been keeping up on the cleaning, but the extra help from Cherriots has been extremely helpful.

Chair Harding inquired if Cherriots has been maintaining their workforce fairly well through this COVID-19 pandemic. Mr. Dickey stated that the in the beginning of the pandemic, Cherriots workforce was hit pretty hard, but we have been able to get past it. Mr. Stonecliffe shared that beginning July 12th, Cherriot's local service will run at 80% on weekdays and 100% on Saturdays. Regional service will be back to 100% with the exception of the Polk County Flex, which will start as soon as a vehicle is available. The delay of the vehicle is due to not being able to get license plates from the DMV. Mayor Gordon shared that the Fall City Direct Connect will be back and up and running on July 15th. Mr. French informed the group that in September, Cherriots is looking at going back to pre-September 2020 levels where there are not the late-night trips from 10:00 p.m. to 11:00 p.m., but bringing back the rest of the service which includes the early mornings to the 9:00 p.m. departure from the DTC. Sunday service will not be added until more is known about the financial situation due to the pandemic.

Ms. Broussard asked if the Cherriots LIFT service is currently running. Ms. Coffin, Cherriots Contracted Services Manager, shared that when the local service shut down due to the pandemic, LIFT still ran for life sustaining trips. When the local service started running again, the LIFT service started on the same hours of operation for essential trips. The Shop and Ride service ended March 23rd and on June 1st the Dial-a-ride portion started running. Ms. Coffin also wanted to mention that Cherriots did an amendment to the managed services contract to keep their workforce busy by adding employee cleaners. As the service levels increase, the added cleaners will make it possible for operators to be available to drive. They are managing the cleaning of the regional buses when they come into the Downtown Transit Center and they go to Woodburn, Silverton and Stayton to clean the buses at the end of daily service and they clean all of the regional shelters. Throughout the

day they clean touch points every 2-4 hours on the Cherry LIFT fleet. These changes have given credibility to our customers and to the community.

3. Round Table Topics:

There were no round table topics to discuss at this meeting.

G. ADJOURN

Chair Harding adjourned the meeting at 3:22 p.m.

DRAFT