



Salem Area Mass Transit District
CITIZENS ADVISORY COMMITTEE

Tuesday, April 24, 2018, 5:30 PM

Senator Hearing Room at Courthouse Square
555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT: Members	John Hammill, Chair; Roberto Coto; Tealah Croner; Laurie Dougherty; Davis Dyer; Rick Hartwig; Mark Knecht; Patrick Schwab
ABSENT: Members	Mary Sarabia
Board	Steve Evans, Liaison
Staff	Allan Pollock, General Manager/CEO; David Trimble, Chief Operating Officer; Patricia Feeny, Director of Communication; Chris French, Senior Planner; Charlie Clarke, Transportation Manager; Gregg Thompson, Maintenance Manager; Karen Garcia, Security and Emergency Management Manager; Melissa Kidd, Operations Programs Administrator; Susie Primmer, Technology Services Support Analyst; Theresa Williams, Administrative Assistant
Guests	Ben Fetherston, SAMTD General Counsel

- A. PRELIMINARY MATTERS** **5:25 PM**
Photos taken of new members
- B. CALL TO ORDER AND ROLL CALL** **5:30 PM**
Chair John Hammill called the meeting to order at 5:30 p.m. The attendance was noted and a quorum was present.
- C. PUBLIC COMMENT** **5:33 PM**
None

D. DISCUSSION ITEMS

5:33 PM

1. Member introductions

Chair Hammill requested, in the interest of speeding the process of getting to know who is who, for each member when speaking to state their name before giving their comment. A Committee roster is in the CAC notebook, which was distributed to all members.

2. Opening remarks

Board Liaison Steve Evans expressed the Board of Director's thanks and appreciation for Committee members' interest in Cherriots service, and emphasized the value of all members' input.

Cherriots is operating right now in a climate that is very exciting, with support from federal, state and local agencies having never been better. HB2017 is on the horizon, and is going to provide opportunities for transit districts around the state to expand their service. With Committee input, Cherriots hopes to provide as much service as possible, and go into directions that support those individuals that really need transportation in the community.

3. Public Meeting Overview

SAMTD General Counsel Ben Fetherston presented public official laws: ethics, public meetings and public records (*handout filed with official minutes*).

4. Cherriots Organizational Overview

SAMTD General Manager/CEO Allan Pollock thanked Committee members for their commitment to Cherriots and wanting to make Cherriots and our community better through better public transit.

Laying a foundation, Allan presented an overview of the Cherriots Organization: how it is structured and funded, the services it provides, and the 2018 Strategic Plan, which includes Cherriots Guiding Principles and 2018 Strategic Priorities (*handout filed with official minutes*).

Member Dougherty left the meeting.

6:38 PM

E. PRESENTATIONS

6:50 PM

1. Cherriots Service Planning

Senior Planner Chris French reported on 'A Better Cherriots' – overview of September 2018 changes and September 2019 proposed changes.

F. COMMITTEE DISCUSSION

7:06 PM

1. Selection of Vice-Chair

Member Hartwig volunteered to serve in the position of Committee Vice-Chair. No other volunteers or nominations noted.

Motion: Moved to nominate Member Hartwig as Vice-Chair.

Motion by: Member Schwab

Second: Member Dyer

Discussion: Member Coto noted that in fairness, there are two members not present.

Vote: Motion passed with 6 votes in favor and 1 against (Member Coto); Absent: Members Dougherty and Sarabia

2. Discussion of Meeting Times

Committee discussed preferences for future meeting times.

Motion: Moved that future Committee meetings be held 5:30 p.m. to 7:30 p.m., on a Tuesday yet to be determined.

Motion by: Member Schwab

Second: Member Knecht

Vote: Motion passed with 7 votes in favor; Absent: Members Dougherty and Sarabia

3. Discussion of Meeting Dates

Committee discussed preferences for future meeting dates. It was noted by Chief Operating Officer David Trimble that at a previous meeting, a future meeting can be rescheduled to a different date when needed.

Motion: Moved that future Committee meetings be held quarterly on the third Tuesday of the month.

Motion by: Member Hartwig

Second: Member Schwab

Vote: Motion passed with 7 votes in favor; Absent: Members Dougherty and Sarabia

4. Future Agenda Items

- a. Service and Performance Issues**
- b. Future Technologies**
- c. Board Meeting Minutes**
- d. Fare Evaluations**

G. CHERRIOTS NEWS AND ANNOUNCEMENTS

7:24 PM

None

H. MEETING ADJOURNED

7:26 PM