



Salem Area Mass Transit District

~ **VIRTUAL ORIENTATION** ~

Statewide Transportation Improvement Fund Advisory Committee
Wednesday, August 10, 2022 | 3:30p.m. – 5:00 p.m.

Google Meet joining information
Video call link: <https://meet.google.com/ixi-dzns-zey>
Phone: (US) +1 316-530-5850 | PIN: 377 666 381#

MINUTES

- PRESENT:** Steve Dickey, Chris French, Ted Stonecliffe, Kelsie Cole, Jeremy Jorstad, Jolynn Franke, Members Ron Harding, Marja Byers, Bryant Baird, Jeremy Gordon (late 3:50 p.m.), Kyle Miller, Jim Row, Karen Sherman, Kathleen McClaskey,
- ABSENT:** Members Ramiro Navarro, Sheena Lucht, Jason Gottgetreu, John Hammill
- Recorder** Angela Henson

A. CALL TO ORDER 3:33 PM

1. Steve Dickey called the meeting to order. A quorum was present for the orientation. Members of the committee attending the meeting introduced themselves.
2. Mr. Dickey shared a safety moment about “fatigue.” This is a very real symptom that surfaces when we place exhaustive emphasis on our work place and our day to day lives without the necessary recuperation period. Roughly 40% of workers are sleep deprived, which impacts safety and performance in a downward turn, costing employers \$1200-\$3100 per employee, annually (estimated total cost \$136 billion annually, in loss productivity). Fatigue impacts are compared to an under the influence driver, where individuals are: three times more like to be in a car crash from fatigue; loss of at least 2 hours of sleep is similar to the effect of having three beers; and being awake for more than 20 hours is the equivalent of being legally drunk. Sleep is a vital element to overall health; adults need 7-9 hours of sleep, however, 30% report less than 6 hours. Over 70 million suffer from sleep disorder; chronic sleep deprivation causes depression, obesity, cardiovascular diseases, and other illnesses. It’s good to regulate your sleep patterns and habits with consistent sleep and wake times. Also, pay attention to your body throughout the day; if you’re unable to focus, take a 5 minute walk, stretch your body, and rest your eyes for a moment to refresh yourself.

B. INFORMATION ITEMS and DISCUSSION

1. Review of / presentation on projects from the last two biennia by Public Transit Service Provider (PTSP).

a. City of Woodburn: First biennium Weekend Service (\$125k); second biennium continued weekend service with paratransit and fixed. Public transportation is a major need in Woodburn; median household income is 11% lower than Marion County households, and 15% lower than households across the state; many household have zero-one vehicles. Strong message from stakeholders was to expand cities routes including weekend routes, which was implemented September 2019. Formula funds are supporting drivers, operations, dispatch, vehicle maintenance, and custodial work; \$157k for weekend service. Over course of three years, Woodburn spent \$450k on expanded weekday service.

- *Fixed route*: Operates Saturday 9a-5p and Sunday 9a-3p; general public; hour loop; service stops are for work, shopping, medical facilities; only 3 quarters of FY 19-20 2,000 riders; FY 20-21 3,000 riders; FY 21-22 4,000 riders
- *Weekend service* (includes paratransit; includes same operating hours as fixed weekend hours); serves mostly elderly and disabled; service stops are medical appointments, shopping, churches, assisted living facilities; only 3 quarters of FY 19-20 300 rides; FY 20-21 600 riders; FY 21-22 1,100 riders.
- *Expanded Weekday Fixed Route* (Express route): Operates Monday-Friday 8a-6p; general public; services stops are for work, shopping, food bank; 30 minute express weekday route which replaced weekday fixed route – March 2020 COVID impacted gave way to a decision to put service on hold due to limited operators and riders, which was/ is sole source of public transportation in Woodburn. Only 3 quarters of FY 19-20 5,000 riders (fixed weekday route was operating); FY 20-21 14,000 riders (took fixed route away, only mode of transport was express route); FY 21-22 18,000 riders.
- *Vehicle purchases*: Significant cost increase and lead time for vehicles, only purchased a mobility bus for \$125k, however, waiting until next biennium to purchase second vehicle. Decided to focus on vehicle replacement: four vehicles total: two cut-away vehicles (life standard for these types of vehicles is 5 years); one modified minivan for out of town medical transportation program (STIF Intercommunity funds are being paired with STIF Formula funds for this purchase); and may purchase another minivan as per plan, however, cost have gone up 25-35% so funding has been

stretched more than anticipated; overall, have \$375k encumbered for these three vehicles this biennium.

- *Out of Town Medical*: donation based service which is helpful to low income riders; door to door transport servicing Portland down to Salem; only 3 quarters of FY 19-21 1850 riders; FY 20-21 590 riders (fewer drivers); FY 21-22 700 riders. Currently, this program is supported with two drivers, and one dispatcher. This is the first biennium this program was on the STIF project list, program was originally supported with city funds, however, the city was able to secure two other grants to support this program - STIF Discretionary grant and Rural Veterans Healthcare Transportation grant (to an extent), to support operational costs.

DISCUSSION and QUESTIONS:

Q. COVID set in which lead to shortage of drivers, what's your forecast for recruitment for the next couple of years?

A. Three new drivers have been on boarded, and there's hope to continue recruitment until full staffed.

Q. Services for medical transport are for seniors and those with disabilities; any plan on expanding this service to general population?

A. Not as of right now; the current ridership keeps this program very busy with the current operators on hand.

Q. FY 20-21 14,000 and FY 21-22 18,000 - are those individuals or total rides (re: *Expanded Weekday Fixed Route*)?

A. Total rides

b. City of Silverton: No representatives present; quarterly report data shows no activity for either the first or second biennium projects. They have sited the impacts of the pandemic as reason of not being able to move forward on their projects. Regional Transportational Coordinator, along with the ODOT Public Transit Division, will initiate direct conversation to understand how they intend to put the funds to work.

c. Salem Area Mass Transit District (SAMTD):

- *Added Service*: successfully rolled out Saturday service in September 2019, as well as extended evenings. The remaining services were delayed due to COVID; Sunday service didn't roll out until 2022; Holiday service not rolled out as originally planned, started next biennium; Youth Fare program, for local and regional, great response to service – 50% increase in youth

ridership, compared to previous year. Fare free during COVID duration so ridership was tracked by total number of people, not age.

- *Route Maintenance*: Funds for maintaining on time performance for local service, no funds used because of service dropping off due to COVID and limited ridership, routes are on time.
- *Maintaining services*: FY 22-23 maintained services that were added for later evenings and Saturday service, as well as adding Sunday service and holiday. Ridership has been fluctuating due to driver availability, but service is up 93% of pre-pandemic level; however, don't have our later evening service instated this biennium due to driver shortage.
- *LIFT Service*: We've matched all the expanded hours we've add for Urban Growth Boundary (UGB) for LIFT Service, whatever the local service hours are, LIFT is offered during those times.
- *Expanded Regional Service*: Added a Saturday and weekday trips to route 40x. Last piece in Regional service was waiting on delayed busses, which just arrived in last 5 months – this will be route 80x, which serves Woodburn, Wilsonville, and Keizer; an I-5 connection from Salem through Woodburn to Wilsonville, a large request from Woodburn residents.
- *Regional Bus Stop Maintenance*: In the past we relied on the City to maintenance the shelters, but since the expansion of trips, SAMTD has added a position to maintain cleaning the shelters.
- Ridership for FY 21-22 Weekday and Weekend Expansion serviced 254, 227 rides; Expanded 1x serviced 531 additional trips (serviced turned on/off contingent upon operator availability); Holiday serviced 11,683 rides (x4 in last year). For FY 21-22 Regional Weekday and Weekend expansion provided 16,168 rides on added service; and expanded hours on LIFT service provided 8,159 rides.

DISCUSSION and QUESTIONS:

- Q. Do LIFT services occur in only service area, or do you go outside of that in special cases; do you serve West Salem?
- A. Service only within the UGB; LIFT is tied to the local and regional system. We do have express routes – route 45x is a deviated fixed route (not supported by STIF funds).
- Q. Youth Fare Program – how is it funded?
- A. Youth Fare was reduced <> half; funds comes from STIF makes up ½ of the youth ridership.

- Q. FY 19-21 funding was \$277K; you're seeking \$365k; has this program been successful with increased ridership? Is Youth 18 and under?
- A. Yes, 50% increase in ridership due to reduced fare. Youth is 6-18 years old.

- Q. Are there any statutory requirements for targeted communities, specifically for Veterans?
- A. No, but there is a strong emphasis on key components being demonstrated to show how implemented programs benefit low income households.

2. [Discussion and questions regarding STIF funding are captured at the end of each agency presentation.]
3. As we work towards next cycle of funding for FY 22-23, we'll be making critical decisions within the next couple of meetings. The deadline as a Qualified Entity (QE) to submit our plan to ODOT is early January. Recommendations from the committee goes to Board of Directors (BOD), after approval the plan goes to SAMTD Grants Administrator to compile transit provider plans into the QE application.

Funds in this next biennium will be allocated to maintain services initiated within the first two years of the biennium. This program is setup to fund projects that serve within Marion/ Polk county boundaries; Woodburn, and Silverton operate local and regional services – they can also apply for funding in this area. We've covered discussion on Youth, Veterans, and Low-income Household; what are some areas and priorities you'd like to see brought forward? Are there any topics the committee would like the transit service providers to consider as they put together their plans?

DISCUSSION and QUESTIONS:

- D. The current overview of progress and updates on City of Silverton projects brings great concern for many committee members. Also, onboarding other groups for fund distribution decreases funding to continue development and maintenance of projects already rolled out.
- D. New services to develop and enhance the frequency with rural independent services. There's not as much ridership, but it's important not to lose sight as it's still a large community need, and at the same time promotes intraconnected systems. Woodburn, Canyon to Mill City, and possibly Detroit are areas that need community service added.

- D. Low-income families are in need of direct-drop transportation for school students (i.e. Head Start). Contingent on jurisdiction, identifying gap areas are good data to share with the people who are coordinating and planning the transit.

- D. Add new and innovative services to cut transportation barriers as it correlates to rural homelessness.

- Q. In the preliminary conversation with Canby, was there any indication that they're looking for funding new and enhanced services or to support existing services?
- A. Transit Director indicated consideration of adding additional trips to their Route 99 that support the Marion County portion.

- Q. Is there a method to evaluate the payroll tax dollars that occur for the northern Marion County region?
- A. From the payroll tax portion of it, the Employment Department provides SAMTD an annual report with information based on UGB areas, and the income generated outside of that is then based on a deduction of what would be remaining; presuming the number of employees and amount of income based on wages earned outside of city limits would be typically less in number, but there's a formula to address it.

- D. STIF guidebook states QE evaluates payroll tax data generated by service provider boundaries, and finds a collaborative approach to how funding would be allocated. Committee has to wait for service providers to submit plan, but ODOT expects QE's to work with service providers so they understand what level of funding is available for them to put their applications together.

SAMTD has clear roles outlined to ensure staff working on the QE role don't work on the Public Transit Service Provider plan submission role, and likewise, the staff working on the Public Transit Service Provider plan submission role don't get involved with the QE role.

Latest financial economic forecast not received from ODOT; may need to revert back to the December forecast, and take into account the balance of reserves and any interest earned on funds on hold - entities will know the total amount of money dedicated to their areas.

STIF dollars are based on where the employment tax is generated, STF is population based formula not revenue generation; legislation combined these two funds into one main stream.

D. Motions / Voting on previous meeting's Action Items

1. Approved meeting minutes for July 14, 2022.
2. Public Meetings Law states quorum needs to be a majority number of the member's active on the roster; currently 8 positions out of 11 are filled, so the majority needs to be 5 present. However the definition of a majority vote is the majority of the quorum that is present (ex. If we had 5 members present, then a majority is 3 members).
3. Ron Harding was selected as Chair of the STIFAC. Jim Row was selected as Vice Chair of the STIFAC.

C. **ACTION ITEMS**

1. **Schedule dates for following STIFAC meetings.**
 - a. **September 21st @ 10a-11:30a**
 - b. **October 7th @ 10a-11:30a**
2. **Receive ODOT packets that have the plan forms, which includes the economic forecast, request Public Service Transit providers submit plans ASAP for STIFAC to review.**
3. **Review prior meeting's minutes.**

D. **NEXT STEPS**

1. **Set meeting dates.**
2. **Coordinate and disseminate application packets.**

E. **ADJOURNED**

5:04 PM

Angela Henson
Administrative Assistant
Finance and Technology & Program Management