
**Oregon Transit Association
Board of Directors Meeting
May 15, 2018**

Present

Members: President Julie Brown, Vice President Lisa Scherf, Treasurer Karen Friend, Dwight Brashear, Cynda Bruce, Mary Jo Carpenter (phone), Kim Curley (phone), Aaron Deas, Andi Howell, Susan Johnson (phone), Doug Pilant (phone), Allan Pollock, Kimberly Stanchfield, Mike Stinson, Elaine Wells

Guests: Karyn Criswell (ODOT-RPT); Edward McGlone (LTD – phone); Eyan Andries (Lane Transit District - phone)

Staff: Kelly Ross (Western Advocates) and Drew Hagedorn (Tonkon Torp)

Meeting was called to order at 10:00 a.m. by President Julie Brown.

Agenda

Motion by Stanchfield, seconded by Wells, to approve the agenda as distributed. Motion passed unanimously.

Minutes

Motion by Wells, seconded by Stanchfield, to approve the April 10th Board meeting minutes as distributed. *Motion passed unanimously.*

Legislative Update

Hagedorn reported:

- Primary election turnout is at a historic low—two key races to watch tonight will be the ones for Bureau of Labor & Industries Commissioner, in which Tualatin Mayor Lou Ogden and former Rep. Val Hoyle are running, and Senate District 24, in which incumbent Rod Monroe is being challenged by two opponents.
- The Special Session will begin on May 21st and he doesn't anticipate any impact on transit issues.

Friend asked about Knute Buehler's chances against Governor Brown in November; Hagedorn said that it is too early to tell and will depend on whether Buehler can raise \$20 million.

Treasurer's Report

Treasurer Friend summarized the financial report for the period ending April 30th. Brashear asked about efforts to get additional Private Fund members; Ross responded that an email had gone out to all former Private Fund members that hadn't renewed in 2016 or 2017, but that so far only a couple had joined.

Draft 2018-19 Budget

Ross summarized the three budget scenarios that he had developed and distributed to the Board: one with no dues increase, one with a 10% dues increase, and one with a 20% dues increase. Each scenario had additional funding at various levels for a website update and additional outreach to members.

McGlone said that LTD isn't supportive of a dues increase.

Criswell suggested a website audit and an investment in a formal communications plan. Friend supported the suggestion and said that OTA needs to make an investment in digital communication.

Deas said he wasn't sure about the timing of focused communication to legislators about the STIF, and suggested that it might be better to wait until the next budget cycle when there could be discussion of how the funds were used.

Pollock said that a communications plan should be the first thing we do, with a goal of turning data into stories about people; also said that any dues increase should be of a variable nature for those that pay the highest dues amount (TriMet, Salem-Keizer Transit, and Lane Transit District).

Ross summarized the discussion and recommended an approach of no dues increase coupled with getting additional information on possible elements and costs of a communications plan; once the information has been gathered, the Board could discuss how best to proceed and whether reserve funds should be used.

Motion by Friend, seconded by Scherf, to approve the draft 2018-19 budget scenario with no increase in dues as distributed. Motion passed unanimously.

Discussion of HB2017 Rulemaking Key Elements

Criswell reported:

- The rulemaking comment period has concluded and will go to the Oregon Transportation Commission in June;
- STIF template and guidance documents are in draft form after consideration by the PTAC work group.
- Cognito will be used as the web format.
- Remix is now set up to show where 200% of poverty households are located.
- Asked for input on what "practicable" means under HB 2017 for STIF funding of student transit. Wells asked about expanding travel training programs to include students—Criswell said she thought this would be a logical service expansion for students. Brown said she thinks there is flexibility in the rules for addressing the requirement.

Curley asked about using the money for van pool leasing—Criswell this would be allowed.

- Hal Gard is starting to meet with ACTs to talk about the Oregon Transportation Plan and STIF funding.
- Should be doing beta testing of the templates and guidance documents in June, with full implementation in July.
- Working with the Association of Oregon Counties on getting communications out to individual counties.

Executive Director Report

- Review of Revised Draft Logo Re-Designs – Ross said that he had just received some new draft designs shortly before the meeting started, but didn't have time to print them out and copy. He will send them to Board members by email after the meeting.
- Conference Update – Ross reported that the Conference Planning Committee continues to make progress on sessions and speakers, and has approved a final logo design for the conference, a copy of which was distributed to the Board.

New Business

Brown asked for input on the July Board since Ross and others will be unable to attend. Consensus of the Board was to cancel the July meeting.

Brown reported that Jeff Hazen had provided her with information about a request from FTA for nominations for an award to honor small rural transit systems.

Agency Updates

- Deas (TriMet) – New General Manager is having 11-12 listening sessions around the region; an online survey is up now and doing public workshops; doing a lot of track work downtown; advised the Board of the Governor's new transportation advisor, Brendan Finn.
- Howell (City of Sandy) – Selected a vendor for ITS equipment, drivers will have tablets and should be up and going by June 30th; received one bid from current contractor for their operations contract; IT switched to Google Docs; using monday.com for all projects.
- Stinson (Basin Transit Service) – Rider Appreciation Day is today and all rides are free; re-introducing the summer youth pass; working on new map and schedule, and have hired a consultant to help; prepping to do a rider survey this summer.
- Friend (Central Oregon Intergovernmental Council) – Finished negotiations after one day of mediation and had significant wage increases; in the process of selecting a consultant for TGM update; Karen has announced her retirement, but will remain during recruitment and selection process, and 60-90 days after replacement is in place.

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- Scherf (City of Corvallis) – In final months of completing TDP; has been working with the City of Philomath on their TSP and with the City of Albany on the Linn-Benton Loop.
 - Brashear (City of Wilsonville/SMART) – Spent last week in Washington, D.C. with other regional transportation officials; in pre-production discussions with Protera on electric buses; doing public outreach on STIF starting June 1st; have nine student drivers in training.
 - Stanchfield (Knowledge in Mobility) – Kimberly left Creative Bus Sales on May 3rd and has started a new consulting business that will include CDL testing.
 - Wells (Ride Connection) – Fundraising gala is Friday night; has been working with her successor, Julie Wilcke, to ensure a smooth transition.
 - Bruce (Lincoln County Transit) – Their TDP was adopted last month and budget hearings start later this month.
 - Curley (ToGo) – Oregon Safe Routes to School administrative rules will have a public hearing tonight and will be taking comments until the end of the month.
 - Pilant (Tillamook County Transportation District) – Finishing up their campus-wide lighting replacement project; gearing up for the summer tourist season; recruiting for two full-time driving shifts; working on a pedestrian access project for the Northwest Connection.
 - Johnson (Confederated Tribes of the Umatilla Indian Reservation) – J.D. Tovey is still working with Umatilla County on their transit plan and a report will be completed in June.
 - Brown (Rogue Valley Transit) – First budget hearing is tomorrow; City of Medford will be giving up all the parking spaces across from their center so that buses can queue up there.

Meeting was adjourned at 12:28 a.m.