

**Coos County Area Transportation District  
Joint Meeting of the Board of Directors & Advisory Committee  
Meeting Minutes August 8, 2022**

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1. **CALL TO ORDER** - Meeting was called to order at 9:00 am by Chairman Veysey

2. **ROLL CALL/CONFIRMATION OF QUORUM BOARD OF DIRECTORS**

**BOD Present:** Chair Doug Veysey, Director Dewater, Director Johnson, Director Mason-Long and Director Taylor

**BOD Absent:** Director Dovenspike

3. **ROLL CALL/CONFIRMATION OF QUORUM ADVISORY COMMITTEE**

**AC Present:** Mike Claassen, Mike Marchant, Garrett Sherrill and Steve Zehler.

**AC Absent:** Genavieve Sharkey and Lauren Morris

**Staff:** Melissa Metz, Rebecca Jennings, Jane Stebbins, Jennifer Boardman and Corey Leckband

4. **CHANGES TO AGENDA – None**

5. **CITIZEN COMMENTS ON AGENDA ITEMS – (Limited to three minutes/person)  
None**

6. **CONSENT AGENDA**

Accept the Financial Report and Balance Sheet for June 2022

Accept the Ridership Report for June 2022

**BOD Motion:** Director Dewater moved to accept the Consent Agenda as presented. Director Taylor seconded. Passed unanimously.

7. **OLD BUSINESS**

a. **Weapons Policy**

Per the adoption of the Rider’s Guide March 8, 2021, weapons are prohibited on buses. Customers have been observed with open carried large knives and guns onto transit vehicles. There are instances when drivers feel unsafe. District Counsel has conducted research on the issue and is brought an update to the Board of Directors. The Advisory Committee recommended to the Board that District Counsel propose language for consideration at the next meeting. The Board agreed.

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**8. NEW BUSINESS –**

**a. Board of Directors Vacancy**

Selena Kelly Irvin has submitted her resignation as she applied for CCATD Transit Planner/Compliance Officer and was selected to fill the position.

Per the bylaws, in the event of a vacancy on the Board, the vacancy shall be published as soon as possible for the term of one week in a newspaper of general circulation in Coos County, Oregon. The Board will then review applications from all citizens meeting the minimum qualifications, required by law or other authority, decide whether interviews are appropriate, select and appoint one of the applicants to fill the unexpired term created by the departing member. If none of the applicants prove satisfactory to the Board, it may republish the vacancy or fill the position by appointment from the citizenry at large.

Melissa Recommended to the Board to form a subcommittee to work with her to review applications and make a recommendation to the full Board in September of an appointee. Doug Veysey and Tara Johnson volunteered to be a part of that subcommittee.

**BOD Motion:** Director Taylor moved to post the vacancy and instruct the General Manager to work with those identified to serve on the subcommittee to develop a recommendation for appointment to the Board of Directors. Director Johnson seconded. Passed unanimously.

**b. PROPOSED TIMELINE FOR GRANT SOLICITATIONS 2023/2025**

The proposed timeline provides the compass on how the Advisory Committee and Board of Directors will meet its obligations as outlined for STIF as set forth under OAR Chapter 732, Division 40, Sections 0030 and 0035, Division 42, Section 0020, and Division 44, Section 0025 and 49 U.S. Code 5310.  
Document: Timeline

**AC Motion:** Mike Claassen moved to recommend to the BOD to adopt the timeline for responding to the 2023/2025 grant solicitations as the Qualified Entity for Coos County. Garrett Sherrill seconded. Passes unanimously

**BOD Motion:** Director Johnson moved to adopt the timeline for responding to the 2023/2025 grant solicitations as the Qualified Entity for Coos County. Director Taylor seconded. Passed unanimously.

**9. GENERAL MANAGER REPORT – Melissa/Rebecca**

On August 1, 2022 all of the new routes rolled out and it was a bit of a bumpy start. But started to smooth out as the week came to an end. Within just 2 weeks of the

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new routes starting ridership was up about 33%. CCATD has hired three additional drivers in addition to our seasoned drivers and all have CDL licenses.

Rebecca reported she will be attending the Veterans Stand down on August 19<sup>th</sup> from 10 am to 2 pm. She will be promoting our Go Vets Project and share transportation information for health and wellness transportation. Rebecca will be able to give them their transportation ID badges onsite.

**10. CITIZEN COMMENTS ON NON-AGENDA ITEMS – NONE**

**11. NEXT MEETING** – Joint Meeting of the CCATD BOD and AC September 12<sup>th</sup> 9AM

Public Workshop for the Public Transit Coordinated Human Services Transportation Plan September 12<sup>th</sup> 4PM via Zoom. Link TBA.

**12. ADJOURNMENT** – The meeting was adjourned at 9:47 am by Chairman Doug Veysey.