

Coos County Area Transportation District (CCATD)
Board of Directors Meeting

MINUTES

Coos County Area Transit
800 N Bayshore, Coos Bay, OR 97420
July 10, 2023, 9:00 a.m.

1. **CALL TO ORDER** – Meeting called to order at 9AM by Director Veysey.
2. **ROLL CALL/CONFIRMATION OF QUORUM OF BOARD OF DIRECTORS**

BOD Present: Director Veysey, Director Johnson, Director Dovenspike, Director Claassen, Director Baker

BOD Absent: Director Taylor, Director Mason-Long

3. **ROLL CALL OF OTHERS PRESENT**

AC Present: Garret Sherrill

Staff and Others Present: Schira Nelson, Jane Stebbins, Jennifer Boardman, Manager Melissa Metz, Staff Selena Kelley Irvin, Andrew Brainard, Rae Lea

4. **CHANGES TO AGENDA** - None
5. **CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person)** - None

6. **ELECTION OF BOARD CHAIR, VICE CHAIR & SECRETARY**

Per the bylaws the Chair, Vice-Chair and Secretary shall be elected from the members of the Board. The Chair shall not serve for more than four (4) years in a row. The Chair along with the General Manager are signatories on the checking account.

BOD Motion: Director Claassen moved to nominate Doug Veysey as Chair. Director Dovenspike seconded. Approved unanimously.

BOD Motion: Director Veysey moved to nominate Tara Johnson as Vice Chair. Director Claassen seconded. Approved unanimously.

BOD Motion: Director Veysey moved to nominate Mike Claassen as Secretary. Director Johnson seconded. Approved unanimously.

7. **CONSENT AGENDA**

Approval of [Minutes June 13, 2022](#)

Accept the [Financial Report](#) and [Balance Sheet](#) for May 2023

Accept the [Ridership Report](#) for May 2023

Authorize for payment [Election Invoice](#)

Ratify ODOT Agrmt. 35350 2022-23, [Mod 1](#) & [2](#), Rural Vets Hlthc Transp.

Increase spending authority from \$25K to \$39K for year ending 9/30/23

pg. 1

This agenda does not limit the ability of the Directors to consider additional subjects. The CCATD Board reserves the right to place a time limit on public testimony on any matter. The meeting place is accessible to those with disabilities. If a special accommodation is needed, please contact the office at least 24 hours prior to the meeting (541.267.7111).

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Ratify [ODOT Agrmt. 35568](#) 2023-25, STIF Disc Three Vehicles

Three hybrid gas vehicles. Grant Amt. \$504,000; Match Amt. \$126,000 STIF

Ratify [ODOT Agrmt. 35569](#) 2023-25, STIF IC Roseburg Operation & Maint.

Roseburg. Grant Amt. \$32,000; Match Amt. \$8,000 STIF

Ratify [ODOT Agrmt. 35450](#) 2023-25, 5310 Maint., Contract Serv, Mobility Mgmt.

Grant Amt. \$540,516; Match Amt. \$61,865 STIF

Ratify [ODOT Agrmt. 35570](#) 2023-25, STIF IC Florence Operation & Maint

Grant Amt. \$97,600; Match Amt. \$24,400 STIF

BOD Motion: Director Johnson moved to accept the Consent Agenda as presented. Director Claassen seconded, and the motion passed unanimously.

8. OLD BUSINESS

a. **Super Stop Update – Selena**

We are finishing up the concrete today and are hoping to start using the stop by the end of July. We are ahead of schedule. The final touches will happen in Mid-August when the shelter and seats will be here.

9. NEW BUSINESS

a. **Establish Bylaws Review Committee**

Looking for two Board Members to work with Jane.

Document: [Bylaws January 2020](#)

Mike Claassen and Fred Baker volunteered.

10. CITIZEN COMMENTS ON NON-AGENDA ITEMS (Limited to three minutes/person) -

Rae Lea says that she is grateful for the service and that she is just here to pay attention.

11. MANAGER UPDATES

We are expecting the arrival of 4 new transit buses in the next ten days.

CCATD is signed up to have a table at the following:

Restoring HOPE Health Festival

Date: August 25, 2023, Time: 4PM – 7PM

Location: MINGUS PARK

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Selena is also working with Advanced Health to interface the Red Line Coos Bay service for the event that day with a deviation.

Melissa is representing CCAT on the Empire Area Blueprint Project

<https://empire-area-blueprint-deagis.hub.arcgis.com/>

The purpose of the Empire Area Blueprint is to assess, explore, and recommend improvements to the Empire Area in Coos Bay, Oregon. The purpose is to create better and safer connections for travelers and boost the economic development potential of the project area. The Empire Area Blueprint will involve various improvements to enhance access, circulation, safety, and parking in the area.

Saturday Service started July 1, 2023. We did 89 trips the first Saturday and 87 trips the second Saturday. On the second Saturday we had 14 riders with disabilities and 27 seniors. We are doing well in helping individuals that would be more restricted without our services.

U Go Free Summer Campaign Instagram, YouTube and Facebook

<https://www.youtube.com/@CoosCountyAreaTransit>

12. NEXT MEETING – Board of Directors August 14th, 2023, 9AM

Special Districts Association of Oregon - TRAINING

Board Member Relations, Expectations and Ethics

Join Senior Consultant George Dunkel for a training covering board member relations, expectations, and ethics. A cohesive board is key to the success of a special district as well as understanding your expectations as a board member. You will leave this training with the knowledge to have strong relationships on your board and know what is expected of you. George will also cover the rules regarding ethics for public officials and help you navigate situations you may face. Though different from the board member duties, responsibilities, and liabilities training, there may be some slight overlap as topics tend to relate to one another.

Dates, Times and Locations

All trainings will be from 9am-2pm with check in beginning at 8:30am.

- Sept. 12 - Ontario | Four Rivers Cultural Center
- Sept. 13 - Boardman | Port of Morrow
- Sept. 18 - Gold Beach | Event Center on the Beach

13. ADJOURN – Meeting adjourned at 9:18AM by Director Veysey.