1. CALL TO ORDER
2. ROLL CALL
3. CHANGES TO AGENDA
4. REPORT OF THE INDEPENDENT AUDITOR
   Paul Nielson, Isler CPA
   Document: 2019 CCAT Financial Statements, Presentation Slides
5. APPROVAL OF BOARD MEETING MINUTES
   Proposed Motion: Approve the minutes as presented.
   Document: Minutes from April 13, 2020 and April 23, 2020
   Side note: On April 23rd no one made a motion on the award of contract to BAE for sanitation; however, it was voted upon unanimously by all present.
6. FINANCIAL REPORTS
   Background: The financial report provides information about how the budget was implemented for CCATD for FY2019. The Balance Sheet is combined for CCAT and CCATD providing a comprehensive picture of the assets and requirements.
   Proposed Motion: Approve the financial reports as presented.
7. OLD BUSINESS
   a. Update on Warranty Deed for Ocean Blvd property
   b. Monthly review of the public health risk and necessity to continue fare waiver
      Proposed Motion: To continue waiving fare collection to mitigate community spread of COVID-19 while protecting CCAT operators.
   c. Memorandum of Agreement (MOA) with the Coquille Indian Tribe
      Document: MOA

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8. NEW BUSINESS

a. Enroll in a Credit Card Program

   Background: Credit cards are mechanisms for purchasing goods and services for Coos County Area Transportation District. Currently CCATD does not have their own corporate credit card, which is creating an issue with the General Manager having to use his personal credit card to purchase specific items needed for the office. If approved by the Board, CCATD would be able to purchase items on the corporate credit card that are necessary for the office and reduce administrative time in reimbursements. Through Umpqua Bank and the CommUNITY Card program there is no annual fee and 3% in fees if not paid off monthly. Staff recommends establishing a line of credit for $9,000 with a card for the General Manager of $5,000 and a card for the Operations Manager in the amount of $4,000. The District already has a credit card use policy.

   Proposed Motion: Authorize the General Manager to execute any necessary agreements to participate with the Umpqua Bank CommUNITY Card program that will establish a $9,000 line of credit with the General Manager and Operations Manager acting as the two card custodians.

b. Hazard Differential Pay Plan

   Proposed Motion: To approve the $2.00 hazard pay as outlined in the FTA Section 5311 grant application for all hourly staff effective 3/1/20 and that it be reviewed every Board Meeting to determine if it is still necessary.

c. On-Call Standby Time Policy

   Background: As the General Manager is using on-call and standby time as a staffing strategy, it is necessary to have a policy to discern compensatory versus non-compensatory time.

   Proposed Motion: To approve the On-Call Standby Time Policy

   Document: Policy

d. Fares Ordinance

   Document: Ordinance
e. Title VI
   Proposed Motion: To approve a public hearing for June 8, 2020 at 8:00 am to consider Bus Service Improvements, Changes, and new fares proposed for July 1, 2020.
   Document: Slides

9. GENERAL MANAGER REPORT
   Document: Slides

10. NEXT MEETING – June 8, 2020 8am

11. ADJOURN