

**Coos County Area Transportation District
Board of Directors
Meeting Minutes
February 3, 2020**

1. **CALL TO ORDER** – Chair Leshley called the meeting to order at 8:00 AM and asked all present to introduce themselves.

Present: Chair Dick Leshley, Vice Chair Doug Veysey, Secretary LouAnn Dewater, Director Melissa Dovenspike, Director Lauren Morris and Director Timm Slater.

Staff: General Manager David Hope, Staff Melissa Metz, Jane Stebbins Legal Counsel

Guests: Jennifer Boardman ODOT Regional Transit Coordinator, Tara Johnson, Adam Martin

2. **CHANGES/POSTPONEMENTS** – The IGA Coos County Transit Master Plan, item 10a, and the HRA Policy, item 10b, were postponed.

3. **APPROVAL OF THE JANUARY 27, 2020 BOARD MEETING MINUTES**
Director Morris moved to approve the January 27, 2020 Board Meeting Minutes.
Director Veysey seconded the motion. Motion passed.

4. **CITIZEN COMMENTS** – None.

5. **COMMUNICATIONS** – J. Boardman read the letter formally recognizing Coos County Area Transportation District as being the STF Agency and the Qualified Entity for state funding and now considered a subrecipient to receive federal funding through the ODOT RPTD.

Director Veysey took the opportunity for acknowledging Jennifer Boardman for all the support she has provided CCAT and CCATD. J. Boardman acknowledged South Coast Business Employment Corporation and GM Hope for all their hard work. Chair Leshley also thanked staff for their work on this transition.

6. **OLD BUSINESS**

Appoint Director for Position 6 on the Board

Chair Leshley shared with the group that he would like to get to know the candidates today and then accept nominations for the position on the Board at the next meeting on February 10, 2020. In the spirit of getting to know each other better, Dick invited Adam Martin and Tara Johnson to the Board table, and everyone shared their connections to Transit.

A. Martin is from Coos Bay and he has a background in fisheries/wildlife. He shared his experience in working with Representative McKeown and his passion for connecting biology, policy and politics. He currently works at Advanced Health providing leadership on contracts many of which are transportation related. A. Martin mentioned he has leaned heavily on the 2016 Coordinated Transportation Plan in his work at Advanced Health.

T. Johnson is the Director of the Devereaux Center. She grew up in the mid-west and currently lives in Dora. T. Johnson shared her first recollection of working with transit which was back in 2013 when she needed to get her son from Coquille to SOCC. Unfortunately,

**Coos County Area Transportation District
Board of Directors
Meeting Minutes
February 3, 2020**

what she learned was that transit had a great deal of opportunity for improvement. T. Johnson indicated that in her role as the Director of the Devereaux Center she had worked very closely with Rebecca Jennings, the previous GM of CCAT. Together they had worked effectively to ensure transit services for low income, persons diagnosed with a mental disorders and homeless. T. Johnson shared that transit shutting down over the lunch period is a significant barrier for her clientele who then are dependent upon a taxi to bridge the service.

7. NEW BUSINESS

Transfer of Property from County to District

Director Veysey moved to approve and execute the quitclaim Deed transferring the Ocean Blvd property to Coos County Area Transportation District. Director Dewater seconded the motion.

Counsel provided some background that a quitclaim deed is where there is no guarantees regarding clarity of title. A warranty deed on the other hand is an assurance that everything is in order and the liability rests with the grantor.

Director Dewater asked GM Hope and Metz if they knew of anything that was out of order in association with the property. They both indicated not to their knowledge. Director Morris shared her discomfort around a quitclaim deed. Chair Leshley indicated that there should be equal exposure.

Director Veysey withdrew his motion. Director Veysey moved to authorize Counsel to draft a warranty deed and to reach out to county to see if they would sign. Motion was seconded by Director Slater. Motion passed unanimously.

Vehicle Usage Agreement

Director Veysey moved to authorize the General manager to execute the amended vehicle usage agreement when received from Gilliam County. Director Slater seconded the motion.

J. Boardman shared that Gilliam County lent CCAT a 2003 Ford cutaway about three years ago. GM Hope shared that this vehicle is an integral part of our service delivery.

Motion passed unanimously.

8. INFORMATION ITEMS

J. Boardman shared future training topics should the Board be interested: Procurement, Governance for Local Officials, Board/Ethics, ODOT Webpage, and National RTAP website. J. Boardman went ahead and reviewed the three main roles of the Board of Directors: 1)

**Coos County Area Transportation District
Board of Directors
Meeting Minutes
February 3, 2020**

System Innovation/Strategic Guidance; 2) Advocacy and expression of citizens voice; and 3) Fiduciary and performance oversight.

9. LATE AGENDA ITEMS

Resolution 2020-43: To authorize the submission of a 5310 grant to support preventative maintenance.

Director Morris moved to adopt resolution 2020-43 to authorize the submission of a 5310 grant to support preventative maintenance. Motion was seconded by Director Dovenspike.

GM Hope explained that 5310 is a federal grant and we are low on maintenance funding for tires, breaks and like expenses. The average age of our existing fleet is 8 years old with average mileage of 122,888.

The motion passed unanimously.

10. NEXT MEETING – February 10, 2020; 8am

11. ADJOURNMENT 8:59AM