

**Coos County Area Transportation District
Board of Directors
Meeting Minutes July 11th, 2022**

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 Dovenspike, Director Johnson and Director Kelly-Irvin, Director Mason-Long and Director Taylor

BOD Absent: Director Dewater

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

3. **CHANGES TO AGENDA – None**

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

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

Per the bylaws the Chair will not serve for more than four (4) years in a row. The Chair along with the General Manager are signatories on the checking account.

6. **CONSENT AGENDA**

Approval of Minutes July 11, 2022

Accept the Financial Report and Balance Sheet for April 2022

Accept the Ridership Report for April 2022

BOD Motion: Director Johnson moved to accept the Consent Agenda as presented. Director Kelly-Irvin seconded. Passed unanimously.

7. **OLD BUSINESS**

a. **Super Stop Update**

The Veteran's Center has contracted with Crow/Clay for designing the building expansion project of 5,544SF. The Super Stop is being incorporated into the planned expansion. CCATD entered into an agreement with Crow/Clay for architectural services in June 2022 for the design and preparation of construction documents, plans and specifications for the Super Stop. The new shelter has been ordered and will go exactly where the old one is currently. The VA Clinic will be responsible for landscaping. The development of this project will go into October.

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8. NEW BUSINESS –

a. Fitness for Duty Resolution 2022-8

Coos County Area Transportation District is committed to continue to improve the safety and security of CCATD's operation and services for its employees, customers, the public, property, and the environment. Said operation is possible only when each employee can perform his or her job duties in a safe, secure, and effective manner, and remains able to do so throughout the entire time they are working. Employees who are not fit for duty may present a safety risk to themselves and to others. To facilitate fitness for duty for safety sensitive positions, staff in consultation with District Counsel have drafted a policy to clarify when a referral for an independent fitness for duty is necessary.

BOD Motion: Director Taylor moved to adopt resolution 2022-8 Fitness for Duty. Director Johnson seconded. Passed unanimously.

b. Weapons Free Public Transit

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 public transit vehicles. Staff are looking for Ideas from the Board of Directors on communications strategies supporting Weapon Free Public Transit Service consistent with the intent of the Rider's Guide.

The Board decided to have signage up prohibiting weapons at the bus stops, as well as, on the bus with an addendum indicating that the policy is under review and public feedback is encouraged. The Drivers also need a script to this effect so that they can deflect potential aggression from themselves to the Board.

c. Commingled Fixed Route and Paratransit Service Policy

CCATD is moving to a commingled fixed route and paratransit system in Coos Bay/North Bend August 1, 2022. This policy supports transit systems that provide fixed route service and ADA complimentary paratransit using the same vehicle. Under this scenario, the transit agency y provides fixed route service, but deviates from the fixed route for ADA complementary paratransiteligible persons with disabilities. For this type of commingled service, the transit agency must meet all of the ADA complementary paratransit requirements under 49 CFR Part 37 Subpart F.

BOD Motion: Director Taylor moved to adopt the Commingled Service Policy. Director Dovenspike seconded. Passed unanimously.

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BOD Motion: Director Johnson moved to approve the starting of the new route redesign to August 1, 2022. Director Taylor seconded. Passed unanimously.

d. **Appoint New Member to the Advisory Committee**

Background: The Board of Directors appoints individuals to serve on the Advisory Committee to advise on all matters regarding the operations of the Coos County Public Transportation System. The Advisory Committee will advise and assist the CCATD Board of Directors in carrying out the Special Transportation Fund as governed by ORS 391.830 and OAR Chapter 732; and the Statewide Transportation Improvement Fund (STIF) by prioritizing projects to be funded by STIF monies as set forth under OAR Chapter 732, Division 40, Sections 0030 and 0035, Division 42, Section 0020, and Division 44, Section 0025. Document: Application for appointment on file.

BOD Motion: Director Johnson moved to appoint Ms. Steve Zehler to the Coos County Area Transportation District Advisory Committee representing Transit Users, individuals aged 65 or older, low-income individuals and major destinations for users of public transit. Director Mason-Long seconded. Passed unanimously.

9. **CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE**

10. **NEXT MEETING** – Joint meeting with the Advisory Committee August 8th @ 9am

11. **ADJOURNMENT** – The meeting was adjourned at 10:00 am by Chairman Doug Veysey.