

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

MINUTES

Coos County Area Transit
2810 Ocean Blvd, Coos Bay, OR 97420
June 9, 2025, 9:00 a.m.

1. CALL TO ORDER - Meeting called to order at 9AM by Director Doug Veysey.

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

BOD Present: Director Veysey, Director Claassen, Director Dovenspike, Director Nelson, Director Johnson, Director Thompson

BOD Absent: Director Mason-Long

3. 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 to the checking account.

The following individuals declared their interest to serve:

Chair

Tara Johnson: I have served as the board chair for several organizations including Coos County Library Service District as well as the Myrtle Point School District. I have a basic understanding of Roberts Rules of Order and have attended training from Special Districts to support me in this role if I am selected. I am also past CCATD Vice-Chair. I am very willing to serve in this position if requested.

Harper Thompson: I bring several years of experience in both civic and nonprofit leadership. I have served in multiple advisory and governance roles within local and city government, which has given me a strong foundation in public service and community engagement. For the past three years, I have served as the President and Executive Director of a medium-sized, statewide chapter of the nation's largest youth-led 501(c)(4) nonprofit organization. In this capacity, I oversee all board governance processes, policy development, and ensure functional alignment across teams. My role has included facilitating statewide meetings, managing executive board operations, and representing the chapter in both formal and public settings.

BOD Votes: Directors Claassen, Dovenspike, Nelson, Thompson, and Veysey voted for Harper Thompson. Director Johnson voted for Tara Johnson. Director Harper Thompson is elected as Board Chair.

Vice Chair

Tara Johnson: I have served as the board vice chair for CCATD and the Coos County Library Service District. Again, the training from Special Districts would help me if selected for this position.

Doug Veysey: I have served as CCATD Chair for four years.

BOD Votes: Directors Claassen, Dovenspike, Johnson, Nelson, and Thompson voted for Doug Veysey. Director Veysey voted for Tara Johnson. Director Doug Veysey is elected

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as Board Vice Chair.

Secretary

Tara Johnson: I have served as the vice chair for CCATD and the Coos County Library Service District. Again, the training from Special Districts would help me if selected.

BOD Votes: There is only one nominee. Director Tara Johnson is elected as Board Secretary.

1. ROLL CALL/CONFIRMATION OF QUORUM OF ADVISORY COMMITTEE

AC Present: Lauren Morris, Cynthia Ramirez

AC Absent: Michael Babcock, Lindsay Ward, Michelle McIntire, Richard Rogers.

Staff and Others Present: Melissa Metz, Selena Kelly Irvin, Mary Rowe, Peter Altschul, Phil Taylor, Barbara Miles, Jennifer Boardman, Jane Stebbins and Carrie Muth.

2. CHANGES TO AGENDA - None

3. CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person)

Public comment in a meeting is a "one-way" communication where the public shares input on the record without expecting a dialogue or direct response.

Mary Rowe wanted to say congratulations to the new Chair, Harper Thompson. She requests that Harper speak slower.

Barbara Miles says thank you for the services. She is handicapped and almost fully reliant on our services. The new scheduling announces when they have arrived, instead of the 5-10 minutes alert that they used to have. She asks that we please continue to try to resolve the change to help those that have a harder time getting to the bus pickup location.

Peter Altschul wanted to expand on Barbara's comment. The text arrives later than the drivers. The driver temporarily has been sending a text out 5 minutes before arrival, but we should continue to try to solve this problem.

Carrie Muth expands that she is blind, so being in line of sight doesn't work for her case. Without the warning text, she has stood outside for a lengthy period of time because the driver was running late. The 10-minute warning is so beneficial and important.

4. CONSENT AGENDA

Approval of [BOD Minutes May 12, 2025](#)

Accept the [Financial Report](#) and [Balance Sheet](#) for April 2025

Accept the [Ridership Report](#) for April 2025

Authorize [SAIF Insurance Renewal](#)

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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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BOD Motion: Director Johnson moved to accept the Consent Agenda as presented. Director Veysey seconded. All in favor were Directors Nelson, Johnson, Veysey, Claassen, Thompson and Dovenspike. There were none opposed, and no one abstained. The motion passed unanimously.

5. OLD BUSINESS - NONE

6. NEW BUSINESS

a. Signers and Agents on CCATD Accounts

Document: [Resolution 2025-5](#) Update Signatories and Agents

BOD Motion: Director Veysey moved to adopt Resolution 2025-5 updating Signatories and Agents with Harper Thompson recorded as Board Chair and Marlene Wise as Accounting Specialist. Director Nelson seconded. All in favor were Directors Nelson, Johnson, Veysey, Claassen, Thompson and Dovenspike. There were none opposed, and no one abstained. The motion passed unanimously.

7. GENERAL MANAGER REPORT

a. Results of the Transit Center & Mobility Hub Survey

We received 131 survey responses regarding the Center and Mobility Hub. This will provide crucial information for grantors and project planners. Respondents were primarily Caucasian, employed, possess a driver's license and have regular access to a vehicle. This leads us to believe that the respondents were mostly reflecting the general public of coos county, and we need to increase outreach to bring in a more diverse demographic to ensure the Hub meets the needs for everyone. Our respondents were mostly non-riders, however they show a diverse household income and age range. The highest motivators for a Mobility hub were safety and comfort, saving money on vehicle expenses, having on-demand transportation, and the ability to rent an electric bike scooter or car. 50% of respondents were very supportive of the Center and Mobility Hub.

b. Grant Authorization

We currently have \$3.6M for this project. We have an opportunity to apply for another federal grant. After looking at our construction costs, we need to increase our ask from \$8M to ensure we have sufficient funds. Melissa Metz asks the board for permission to increase our request to \$10M which would include a local match of \$2M.

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BOD Motion: Director Nelson moved to approve Melissa's grant authorization. Director Johnson seconded. All in favor were Directors Nelson, Johnson, Veysey, Claassen, Thompson and Dovenspike. There were none opposed, and no one abstained. The motion passed unanimously.

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

Public comment in a meeting is a "one-way" communication where the public shares input on the record without expecting a dialogue or direct response.

Carrie Muth thanks us for masking phone numbers and informs us there is a setting to automatically do so through the zoom link.

Harper Thompson welcomed Dani as our new Community Engagement and Mobility Coordinator and welcomed Meagan back as our fill-in dispatch employee.

9. NEXT MEETING –

- **Notarize/Swear-In Newly Elected CCATD Members July 14, 2025 8:30am**
- **Meeting of the Board, July 14, 2025 9AM**

10. ADJOURN – Meeting adjourned at 9:36AM by Director Thompson.