

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

**AGENDA**

Coos County Area Transit  
2810 Ocean Blvd, Coos Bay, OR 97420  
June 13, 2022, 9:00 a.m.

The Coos County Area Transportation District (CCATD) Board of Directors will hold a joint meeting with the CCATD Advisory Committee at 9 am on June 13, 2022 at Coos County Area Transportation District, 2810 Ocean Blvd SE, Coos Bay, OR 97420.

The meeting will be accessible via zoom <https://zoom.us/j/667827645> Or Dial: +1 346 248 7799; Webinar ID: 667 827 645

**PUBLIC HEARING – FY 2022-2023**

Background: The CCATD Budget Committee approved the FY2022-2023 Budget on May 2, 2022. Furthermore, the legal notice of budget hearing was posted in the World Newspaper on May 27, 2022 using Form LB-1.

Call for Public Testimony on the FY 2022-2023 Budget

Document: [Form LB-1](#)

- 1. CALL TO ORDER**
- 2. ROLL CALL/CONFIRMATION OF QUORUM OF BOARD OF DIRECTORS**
- 3. ROLL CALL/CONFIRMATION OF QUORUM OF ADVISORY COMMITTEE**
- 4. CHANGES TO AGENDA**
- 5. CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person)**
- 6. CONSENT AGENDA**

Approval of Minutes [April 11, 2022](#) and [May 9, 2022](#)

Accept the [Financial Report](#) and [Balance Sheet](#) for April 2022

Accept the [Ridership Report](#) for April 2022

Authorize Payment [Creative Bus Sales Invoice](#) \$11,432.40 Bike Racks

Authorize Executing [Agreement 35350](#) Rural Veterans Healthcare Transportation (RVHT) Grant \$25,000

Authorize Executing [General Manager contract](#) \$71,000 annually.

**BOD Motion:** To accept the Consent Agenda as presented.

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**7. OLD BUSINESS**

**a. Report on the Gay 90s Outreach in Coquille – C. Leckband**

**b. CCATD Route Redesign Plan for Approval**

The route redesign effort started in March with trip surveyors on the buses. The District also shared information on the redesign with the Board and Advisory Committee in both April and May public meetings. In addition, staff met with the Coos Bay Chamber Transportation Committee, solicited feedback on Facebook and conducted outreach at the Coquille Gay 90s community event.

[CB North Bend Fixed Routes](#)

[MP-COQ-CB/NB Express and MP-COQ Deviated Fixed Route](#)

[Florence](#)

[Roseburg](#)

[Bandon General Public Demand Response](#), Updated Service Area

[Gold Line Bunker Englewood and Eastside](#)

**CCATD AC Motion:** Move to recommend the CCATD Board of Directors adopt the route redesign plan.

**BOD Motion:** Move to adopt the route redesign plan for implementation July 18, 2022.

**8. NEW BUSINESS**

**a. Adopt & Appropriate the Budget FY2022-2023**

**Document:** [Resolution 2022-5](#)

**BOD Motion:** To approve Resolution 2022-5 to adopt and appropriate the FY2022-2023 Budget

**b. Establish Scheduled Meetings FY2022-2023**

**Document:** [Resolution 2022-6](#)

**BOD Motion:** To approve resolution 2022-6 to adopt Coos County Area Transportation District Board Meeting Schedule.

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c. **Super Stop Update and Architectural Agreement – R. Jennings**

Background: In July 2020, CCATD was awarded \$139,983 grant with a commitment of the district to match \$34,996 with a vision to establish a Super Stop to accommodate three buses and include the purchase and installation of a shelter near the North Bend Veteran's Center. The grant has been extended and now sunsets December 31, 2023.

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. Crow/Clay has provided the attached architectural service agreement for the design and preparation of construction documents, plans and specifications for the Super Stop.

Document: [Architectural Agreement](#)

**BOD Motion:** To authorize the execution of the architectural agreement.

d. **Fitness for Duty for Safety Sensitive Positions**

Background: 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 have reviewed and updated job descriptions clarifying essential job duties, established a pre-employment requirement of a Fitness Test, drafted a policy to clarify when a referral for an independent fitness for duty is necessary, and a policy to establish procedures to return to work following an extended period.

Documents: [Resolution 2022-7](#), [Resolution 2022-8](#), [Operator I](#), [Operator II](#), [Dispatcher](#)

**BOD Motion:** Move to adopt resolution 2022-7 Return to Work Policy and resolution 2022-8 Fitness for Duty.

**BOD Motion:** Move to adopt revised job descriptions providing clarification on essential job duties, adding an additional pre-employment requirement of a Fitness Test and establishing a standard that after a year with CCATD each driver attain a Class C CDL with passenger endorsement.

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- 9. CITIZEN COMMENTS ON NON AGENDA ITEMS** (Limited to three minutes/person)
- 10. NEXT MEETING –Meeting of the Board July 11, 2022 9AM**
- 11. ADJOURN**