

**Coos County Area Transportation District  
Joint Board of Directors and Advisory Committee  
Meeting Minutes February 14<sup>th</sup>, 2022**

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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 Mason-Long, Director Dewater and Director Dovenspike

**BOD Absent:** Director Kelly-Irvin and Director Taylor

3. **ROLL CALL/CONFIRMATION OF QUORUM ADVISORY COMMITTEE**

**Advisory Members Present:** Mike Claassen, Elizabeth Stephens, Mike Marchant, Lauren Morris and Dick Leshley

**AC Absent:** Genavieve Sharkey and Diane Johnson

**Staff:** Melissa Metz, Jane Stebbins, Corey Leckband

4. **CHANGES TO AGENDA – None**

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

6. **CONSENT AGENDA**

Approval of Minutes January 10, 2022

Accept the Financial Report and Balance Sheet December 2021

Accept the Ridership Report December 2021

Approve the reappointments to the CCATD Advisory Committee: Genevieve Sharkey, Diane Johnson, Michael Marchant, Mike Claassen, Liz Stephens

**BOD Motion:** Director Johnson moved to accept the consent agenda as presented. Director Dewater seconded. Passed unanimously.

7. **OLD BUSINESS**

a. Legal Report – Jane Stebbins

Open Move requested to have a meeting with a committee consisting two of our Board of Directors, Doug Veysey and Selena Kelly volunteered to serve. Jane is also working on the contract for the Management Services, so that we can get Melissa contracted to CCATD.

In closing Jane gave an update on her legal firm including a name change that took place at the beginning of the year.

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**Motion:** Director Johnson moved to appoint Selena Kelly and Doug Veysey to the Open Move committee. Director Dewater seconded. Passed unanimously.

**b. Upcoming solicitation 5339 vehicle replacement February 14 and 5339 vehicle expansion, signs and facilities February 28**

Chairman Veysey noted grant applications greater than \$100,000 are to be approved by the Board. Currently there are transit vans being requested under the Feb 14th 5339 solicitation. CCATDs previous purchases have all been buses so we need the flexibility of a van that can have up to eight passengers or can have two wheelchairs and two other passengers in addition to the driver. The Advisory Committee will recommend the prioritization of these vehicles to the BOD

**AC Motion:** Mike Claassen moved to recommend to the Board of Directors to approve the grant proposal for submission with the following prioritization, Transit vehicle #1 – Coquille & Myrtle Point, Transit vehicle #2 – Powers, Transit vehicle #3 – Dial-A-Ride.

**BOD Motion:** Director Dovenspike moved to approve the grant proposal for submission as presented with the prioritization of the Advisory Committee. Director Mason-Long seconded. Passed unanimously.

**8. NEW BUSINESS –**

**a. Budget Committee Recruitment**

The Budget Committee consists of the seven Board members and seven appointed volunteers who serve three-year terms. Members of the committee must be registered voters and live within Coos County. The Budget Committee typically meets once or twice in April/May. CCATD continuing budget committee volunteers are Mike Claassen and Genevieve Sharkey – Thank you! We currently have five vacancies:

Position 1 Term Expiration 12/31/2023  
Positions 3 & 4 Term Expiration 12/31/2024  
Positions 6 & 7 Term Expiration 12/31/2022

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The application was attached to the agenda and included in the Meeting packets. The BOD and AC were encouraged to promote the vacancies in hopes to have additional appointments at the next meeting.

b. Advisory Committee Recruitment

The Advisory Committee consists of five (5) members to a maximum of fourteen (14) members to represent Coos County. The CCATD Advisory Committee currently has six (6) members. The Advisory Committee representative characteristics should include: users of transportation services for elderly or disabled, providers of transportation services for elderly or disabled, elderly or disabled persons who live in Coos County, and representatives of elderly or disabled persons. The Advisory Committee meets at minimum twice a year and the members are encouraged to attend the CCATD Board of Directors meetings. The Committee Advises the CCATD Board of Directors on grants and public transportation priorities. We currently have eight vacancies.

The application was attached to the agenda and included in the meeting packets. Again, the BOD and the AC were encouraged to promote the vacancies for the AC in hopes of new appointments at the next meeting. Melissa is hoping to reach out to city planners and also see if we can find representation for veterans to apply.

**9. GENERAL MANAGER REPORT  
UPDATES**

**Superstop-** CCATD received a grant for the Superstop which has been at a standstill, Melissa and Rebecca have been reaching out to the North Bend Planner and the Veteran Center, they have also reached out to Pony Village Mall and haven't yet received a response. They will continue to reach out to the community to find a location to hub our services and partner systems.

**Vets Grant –** The Veterans Grant for almost the entire time period overlaid the COVID Pandemic, and the grant ended on December 31<sup>st</sup>, 2021, CCATD was unable to use the funds. Staff did submit an application for renewal. Melissa and Rebecca will be looking at better ways to strengthen our services to Veterans.

**Nelson/Nygaard –** The contract is signed and executed so we are moving forward with our Coordinated Human Services Plan,

**CCATD Website –** CCATD's website will be getting a makeover, our website is not user friendly nor mobile friendly. We will be working with Trillium on making our website easier to use with more up-to-date information like having interactive maps and transit alerts.

**Staff Spotlights –** Corey Leckband shared an update on projects she is working on for CCATD. This included our camera installations and radio installations. Corey also

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shared with them the trainings she has been doing and trainings that will be happening with Ecolane in the near future.

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

**11. NEXT MEETING** – Joint meeting with the Advisory Committee March 14<sup>th</sup> @ 9am

**12. ADJOURNMENT** – The meeting was adjourned at 9:48 am by Chairman Veysey