

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

AGENDA

Coos County Area Transit
800 N Bayshore, Coos Bay, OR 97420
January 13, 2025, 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 9:00am on January 13th, 2025 at South Coast Business, 800 N Bayshore, 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

- 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 [December 9, 2024](#)

Accept the [Financial Report](#) and [Balance Sheet](#) for November 2024

Accept the [Ridership Report](#) for November 2024

BOD Motion: To accept the Consent Agenda as presented.

7. OLD BUSINESS

a. STIF Plan 2025/2027

In September 2024, the Board of Directors approved the STIF/5310 solicitation for projects and the prioritization of services with input from the Advisory Committee Chair and Vice-Chair. In October 2024, the three members of the Advisory Committee and the Board of Directors reviewed a draft of the plan and discussed curtailment of some services to stay within budget. In November 2024, the Advisory Committee formally ratified their support of the STIF 2025/2027 plan. Today the Advisory Committee and Board of Directors will formally authorize the transmission of the plan to ODOT.

Document: [STIF 2025/2027 Plan](#)

Advisory Committee: Move to recommend the Board of Directors to authorize staff to transmit the STIF Plan.

Board of Directors: Move that staff transmit the STIF Plan as presented.

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8. NEW BUSINESS

a. Personnel Manual

Background: The last full review of CCATD Personnel Manual was in January 2020. Several laws have been updated since then resulting in the need for a full review of our policies. Through SDAO we have preferred pricing with HR Answers. We customized the template provided by HR Answers and HR Answers reviewed the entire manual.

Document: [Human Resources Policies and Procedures Manual](#)

BOD Motion: Move to adopt the HR Policies & Procedures Manual.

b. Elections

The following positions are coming up for election on the Transportation Board of Directors:

Position 1	Nelson	4 Year Term	7/1/2025	6/30/2029
Position 2	Mason Long	4 Year Term	7/1/2025	6/30/2029
Position 3	Baker	4 Year Term	7/1/2025	6/30/2029
Position 4	Dovenspike	Next Election 2027		
Position 5	Claassen	Next Election 2027		
Position 6	Johnson	Next Election 2027		
Position 7	Veysey	Next Election 2027		

Interested individuals must file with the Coos County Election office from February 8, 2025 through March 20, 2025. There is a \$10 filing fee.

The [Candidate Manual](#) is available online and contains all the pertinent information and required forms.

9. GENERAL MANAGER REPORT

- **Amalgamated Transit Union:** Staff have filed for a secret ballot election. Tally of the ballots will be done by the Employment Relations Board on February 14, 2025.
- **Audit Presentation:** Postponed to the February 2025 Board Meeting
- **Required Training:** Under ORS 192.700, every member of a governing body of a public body with total expenditures for a fiscal year of \$1 million or more shall attend or view training on Public Meeting Law at least once during the member's term of office. Webinars calendar is available [here](#).
- **SDAO Board Assessment:** Email sent to SDAO.

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

11. NEXT MEETING –

Next Meeting of the Board of Directors February 10, 2024 9AM

12. ADJOURN