

**Coos County Area Transportation District
Board of Directors
Regular Meeting
Minutes September 14th, 2020**

1. **CALL TO ORDER/ROLL CALL** – Meeting was called to order at 8:01AM. Chair Leshley called the roll.

Present: Chair Dick Leshley, Vice Chair Doug Veysey, Secretary LouAnn Dewater, Director Lauren Morris, Director Tara Johnson, Director Timm Slater, Director Melissa Dovenspike.

Advisory Committee Members Present: Genavieve Sharkey and Mike Merchant.

Absent: Selena Kelley, Shelly Mason, Mike Claassen, Debora Eversole, Diane Johnson, Gabriella Colton, Elizabeth Stephens.

Staff: General Manager David Hope, Staff Melissa Metz, Transit Executive Assistant Corey Leckband.

Guest: Bincy Koshy, Susan Wright of Kittelson & Associates, Inc. and Jennifer Boardman with ODOT

2. **CHANGES/POSTPONEMENTS – Approval of Advisory Meeting minutes postponed, not enough members to approve minutes.**
3. **CITIZEN COMMENTS ON AGENDA ITEMS - none**
4. **MINUTES** – Director Veysey moved to approve the minutes from August 10th, 2020. Motion was seconded by Director Slater. Passed unanimously.
5. **FINANCIAL REPORTS** – No July report due to audit. The report should be ready in a couple weeks, at that time Melissa Metz will send the Board members a copy via email.
6. **OLD BUSINESS**

Monthly review of the public health risk and necessity to continue the fare waiver

GM Hope recommended for the safety of the staff to continue the fare waiver and hazard pay. Director Veysey moved to continue waiving fare collection to mitigate community spread of COVID-19 through October 30, 2020 while protecting CCAT operators. The motion was seconded by Director Morris. Pass unanimously.

Monthly review of the public health risk and necessity to continue hazard pay

Director Dewater moved to continue hazard pay for those eligible through October 30, 2020. The motion was seconded by Director Johnson. Pass unanimously.

Revised timeline for grant solicitations 2021/2023

Motion to adopt the revised timeline for responding to the 2021/2023 grant solicitations Director Slater moved to approve, the motion was seconded by Director Dovenspike. Pass unanimously.

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7. NEW BUSINESS

Resolution 2020-52 General Manager Designee of Authorization

Director Veysey moved to approve the Resolution 2020-52 providing for a designee in the absence of the General Manager to sign for and authorize actions. The motion was seconded by Director Dewater. Pass unanimously.

8. GENERAL MANAGER REPORT – GM Hope provided the board a general update including last month's performance metrics generated from Ecolane. Some of the highlights included:

- On Time Performance for Paratransit: 89%
- Passengers per hour for Paratransit: 1.91
- Trips/day for Paratransit: 22
- On Time Performance for Fixed Route: 100%
- Passengers per hour for Fixed Route: 1.7
- Trips/day for Fixed Route: 73

9. GUEST PRESENTATION BY: Susan Wright and Bincy Koshy with Kittleson & Associates Inc –

Susan Wright presented the Transit Master Plan.

Some of the highlights include:

- Needs of the public and future needs
- Current service areas, future service areas
- Proposed Route Alternatives
- Deviated fixed routes
- Intra-county Services
- The online survey findings

10. CITIZEN COMMENTS ON NON-AGENDA ITEMS – none

11. NEXT MEETING – October 12, 2020; 8am at SCBEC

12. ADJOURNMENT 9:30 AM