

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

MINUTES

Coos County Area Transit
800 N Bayshore, Coos Bay, OR 97420
November 11, 2024, 9:00 a.m.

1. **CALL TO ORDER** - Meeting called to order at 9:00AM by Director Doug Veysey.
2. **ROLL CALL/CONFIRMATION OF QUORUM OF BOARD OF DIRECTORS**
BOD Present: Director Veysey, Director Claassen, Director Dovenspike, Director Baker, Director Nelson, Director Johnson, Director Mason-Long

BOD Absent: None

3. **ROLL CALL/CONFIRMATION OF QUORUM OF ADVISORY COMMITTEE**
AC Present: Lauren Morris, Michelle McIntyre, Harper Thompson, Mike Marchant
AC Absent: Michael Babcock, Lindsay Ward

4. **Staff and Others Present:** David Rupkalvis, Melissa Metz, and Jane Stebbins

5. **NEW BUSINESS**

- a. **Oregon's Public Employee Collective Bargaining Act**

Background: First established in 1973, the Public Employees Collective Bargaining Act gives Oregon public employees the right to form, join and participate in labor unions. Most public employees also have the right to strike if the bargaining process does not result in a contract (public safety employees cannot strike but have a right to binding arbitration). The Oregon Legislature has recognized that full acceptance of collective bargaining is a benefit to the public.

BOD Motion: Director Mason-Long moved to designate the following two board members Tara Johnson and Mike Claassen to work with Counsel and the General Manager to carry on labor negotiations. Director Dovenspike seconded, and the motion passed unanimously.

6. **EXECUTIVE SESSION**

The CCATD Board of Directors will now recess to go into executive session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated to carry on labor negotiations.

7. **CALL TO ORDER** - Meeting called to order at 9:30AM by Director Doug Veysey.

8. **ROLL CALL/CONFIRMATION OF QUORUM OF BOARD OF DIRECTORS**

BOD Present: Director Veysey, Director Claassen, Director Dovenspike, Director Baker, Director Nelson, Director Johnson, Director Mason-Long

BOD Absent: None

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

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AC Present: Lauren Morris, Michelle McIntyre, Harper Thompson, Mike Marchant

AC Absent: Michael Babcock, Lindsay Ward

10. Staff and Others Present: David Rupkalvis, Melissa Metz, Jane Stebbins, Jennifer Boardman and several citizens.

11. CHANGES TO AGENDA - None

12. CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person) - None

13. CONSENT AGENDA

Approval of [Minutes October 14, 2024](#)

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

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

BOD Motion: Director Claassen moved to accept the Consent Agenda as presented. Director Johnson seconded, and the motion passed unanimously.

14. UNFINISHED BUSINESS

a. Oregon's Public Employee Collective Bargaining

BOD Motion: Director Baker moved to support the General Manager to contract for additional capacity for labor negotiations. Director Claassen seconded, and the motion passed unanimously.

BOD Motion: Director Johnson moved to support the ATU Neutrality Agreement. Director Nelson seconded, and the motion passed unanimously.

15. OLD BUSINESS

a. Crow/Clay & Associates Inc. Contract Progress Update

Background: Crow/Clay & Associates was the only respondent to the Professional Consulting Services RFP to develop a project concept and site assessment for the Coos Transit Center & Mobility Hub. The Board authorized staff to move forward with the contract Oct 14, 2024.

Jane Stebbins explained that there are some edits to the wording of the contract, but we are moving forward and it should be finalized by next month.

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b. Advisory Committee Election of Officers

At its first meeting of the new fiscal year, the Advisory Committee shall elect by majority vote a Chairperson and Vice-Chairperson to serve for that fiscal year, provided there is a quorum. Current CCATD Advisory Committee Chair: Lauren Morris and CCATD Advisory Committee Vice-Chair: Mike Marchant.

Roster of the CCATD AC include: Mike Marchant, Lauren Morris, Lindsay Ward, Harper Thompson, Michelle McIntyre, Michael Babcock

AC Motion: There were no new nominations for Chair or Vice Chair. Harper Thompson moved to elect Lauren Morris as Chairperson. Mike Marchant seconded, and the motion passed unanimously. Harper Thompson moved to elect Mike Marchant as Vice-Chairperson. Michelle McIntyre seconded, and the motion passed unanimously.

c. STIF Service Plan for 2025/2027

CCATD Advisory Committee did not have a quorum in October; however, there was a consensus of those present to recommend to the BOD to adopt the proposed STIF Plan for 2025/2027. The Committee is asked to ratify the STIF Plan.

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

AC Motion: Mike Marchant moved to ratify the Advisory Committee's support of the STIF Plan as presented for 2025/2027. Harper Thompson seconded, and the motion passed unanimously.

d. 5310/5311 Applications for 2025/2027 Biennium

Background: CCATD is the agency responsible for administering federal and state public transportation funds for the purpose of provisioning public transportation services consistent with CCATD planning documents and community/agency input. The funds may be used for Administrative, Operating, Planning, and/or Capital projects.

Applications will be reviewed during the meeting.

AC Motion: Mike Marchant moved to recommend to the Board of Directors to submit the grant applications as drafted. Harper Thompson seconded, and the motion passed unanimously.

CCATD asserts it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with

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the federal and state statutes, regulations, executive orders, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration through ODOT.

BOD Motion: Director Johnson moved to authorize the submission of the 5310 and 5311 grant applications in response to ODOT’s call for applications and make the necessary assurances as stated above. Director Baker seconded, and the motion passed unanimously.

16. GENERAL MANAGER REPORT

Melissa Metz began by bringing up the Passio app on her phone, which shows the buses’ locations in real time. She gave a demonstration on how to purchase a pass through Token Transit, as well.

David Rupkalvis shared that Passio is a life changer for us. He will be promoting the new apps and helping train riders with using the system.

17. CITIZEN COMMENTS ON NON-AGENDA ITEMS (Limited to three minutes/person) -
None

18. NEXT MEETING –

Joint Meetings of the Board and Advisory Committee December 9, 2024 9AM

19. ADJOURN – Meeting adjourned at 10AM by Doug Veysey.