

**AGENDA**

Coos County Area Transportation District  
2810 Ocean Blvd.,  
Coos Bay, OR 97420  
Nov 8, 2021 9:00 a.m.

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This meeting will be accessible to the public via zoom. <https://zoom.us/j/667827645>  
Or Dial: +1 346 248 7799 or +1 929 205 6099; Webinar ID: 667 827 645

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. EXECUTIVE SESSION**

We will now go into executive session pursuant to ORS 192.660(2)(h), to consult with legal counsel concerning the legal rights and duties of the District with regards to litigation.

*The Board, Legal Counsel and Representatives of the news media will be moved to a breakout room. The board will reconvene the regular session after the executive session to take any actions which may be required.*

**4. CHANGES TO AGENDA**

**5. CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person)**

**6. CONSENT AGENDA**

*This section allows the Board of Directors to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may only be discussed if it is pulled from the consent agenda.*

Approval of [Minutes October 11, 2021](#) and [October 14, 2021](#)

Accept the [Financial Report Sept 30](#) and [Balance Sheet Sept 30](#)

Accept the [Ridership Report October 2021](#)

Ratify [5339 Bus Grant Request](#)

Proposed Motion: Accept the consent agenda as presented.

**7. GUEST PRESENTATION – Rick Gray, Seal Rock Financial Inc.**

Health benefit options and costs

**8. OLD BUSINESS**

a. Compensation discussion continued

- Holiday One Time Salary Adjustment

Motion: To approve \$100 plus fringe for staff and \$150 plus fringe for the supervisor to be issued on the December 7 payroll.

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- Intermediary Step of 2.5%-5% Adjustment

With the consideration of adding health benefits to the compensation package, Metz recommends that we continue with the hazard pay of \$2/hr while we can continue to have CARES funding as a discretionary resource.

- Longer Term Pay Scale Adjustment

For the December 13 Board of Directors Meeting, Metz will provide a recommendation on a sustainable compensation benefits plan for implementation January 1.

b. Update Driver Shortage and Service Curtailment

Positions as of 10/8/21	# Open	Offers Pending BGC/Physicals	Onboarding /Training
Drivers	1		1

Curtailment between Oct 11 – Nov 5

CB/NB DAR Supplemented by Cab Services Oct 11, 12

No lunch relief – suspension of services during lunch break Charleston, Pirate, & Bulldog Oct 11 – Nov 5

Curtailment between Nov 8 – Nov 19

No lunch relief – suspension of services during lunch break Charleston, Pirate, & Bulldog Nov 8 - 12

**9. NEW BUSINESS**

a. RFP Coordinated Human Services Plan Update

Background: As designated recipients for Section 5310 funds, current federal transit law designates CCATD and CIT as responsible for keeping Coordinated Plans updated. Coordinated Plans must:

- Create a current and relevant snapshot of the transportation needs faced by older adults, people with disabilities, and people/ households with low incomes
- Include an assessment of available services from current transportation providers serving origins and/or destinations in Coos County, and the extent to which such services are meeting the needs
- of older adults, people with disabilities, and people/households with low incomes

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- Identify strategies to meet the gaps between the services and needs
- Set priorities for implementing such strategies.

A solicitation seeking a firm to update our respective plans was issued on October 7, proposals were received from three respondents by October 22, and then scored by committee.

Document: [RFP Score Sheet](#)

Motion: To award Nelson\Nygard Consulting Associates a contract from CCATD not to exceed \$60,000.

b. Fare Ordinance First Reading

Background: The Ordinance previously passed in June has been problematic to operationalize when it comes to the intercity routes. It is necessary to present the intercity fares in a format that can more easily be understood and applied by both staff and the public.

Document: [Ordinance](#)

c. Resolution Rider's Guide DAR Eligibility

Background: The District received an application for Dial-A-Ride service in Bandon who is neither an elder, nor has a disability or health condition, nor a student. By policy it would be necessary to deny this individual's application; however, services are greatly under-utilized in Bandon at this time while alternative transportation is limited to none.

Document: [Resolution 2021-6](#)

Motion: To adopt Resolution 2021-6 adding Limited General Public Dial-A-Ride Service

**10. GENERAL MANAGER REPORT**

- a. Recruitment for Planner Update
- b. Veteran's Day Reminder

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

**12. NEXT MEETING – Dec. 13, 2021 Joint Mtg with the Advisory Committee**

**13. ADJOURN**