Voting Members in Attendance: Winnie Andrews, Daniel Bullock, Nora Croucher, Roy Gomez, Scott Ruch, Jeannine Hunt, and Brenda Fiscus via phone conference

Voting Members Absent:
Terry De Spain, Yvonne Hill, Joe Kresse, Thomas Taylor, Crystal Voyles

Non Voting Staff Members in Attendance:
Frank Thomas, Jodi Tool, Peggy Smith

Non Voting Members Absent:
Manny Elguera

Non Voting Guests Present:
None

Introductions and Call to Order:
The meeting was called to order in the Union City Hall Council Chambers located in Union, Oregon at 3:00 PM.

Consent Agenda:
There being no corrections to the items in the Consent Agenda Roy made the motion to accept the Consent Agenda; it was seconded by Scott. The motion was carried unanimously.

Board/Council Report:
Grant Updates: the OTN Grant to provide Mobile Data Computers all over Region V went out to the partners this week. Frank stated learned that adept may be useful to many of our rural neighbors without the full expense of an MDC in each bus – making the full proposal more cost effective.
Frank said the TIGER grant for Solar Roadways technology at a bus shelter turned out to a bad fit. Our understanding is that the manufacturer isn’t quite ready for production although that was not the deal breaker. He also learned the minimum TIGER project is around $1,000,000. Even if we could do all five shelters, there isn’t enough upside to justify the risk of being known as the small rural system with the million dollar bus stops. He stated we will wait for a better opportunity.

Frank told Council members we will be exploring the Rides to Wellness Grant opportunity from Federal Transit Administration this week. He said we are way ahead of FTA because of the two years of operational data from a live program to work with. Our Executive Director and Transit Manager agree that finding a way to regionalize the resource and program benefits is probably what makes the most sense. Frank will keep Council posted.

**Facility Upgrades:** The automatic motion faucets and urinals were installed in the Public Restrooms at the Transit Hub last month. So far they are operating very well if they continue to function properly we want to upgrade to the motion toilets next.

**Planning:** The ADA Para-transit Policy update for Baker County is underway. Staff Draft materials will post to the website for public comment this week of April 11 and a public meeting is scheduled in Baker City on May 12. The update will address the compliance issues cited by RLS Associates during the most recent site review and bring it into alignment with the Union County ADA update (adopted via Board delegation to their Transit Advisory Council in Fiscal Year 2014).

Union County’s Asset Management Plan will be moving through the first planned update in Fiscal Year 2017. We are in the process of research and review phase of a full re-write the intention is to incorporate all three counties in the process.

Our Website [www.neotransit.org](http://www.neotransit.org) will be offline for a couple of days in mid April. We are moving to a full feature host and doing a complete recode. Frank stated when completed the website will be clean, functional, and passenger centered.

**Proposed Meeting Schedule FY 2017:**

Frank stated in October 2015, the Council adopted service changes to Elgin and Union lines formally supported by Section 5311 (f) intercity funding. Since that time there has been no riders prior and no demand. He said given the expense and notable absence of any public participation beyond Councilors, staff questions continuing to meet in Union. However, the community is explicitly mentioned in the By Laws as a place we will meet annually at minimum.
Pursuant to the Annual Operations Plan, staff has been tasked with proposing a meeting schedule for the next fiscal year at the April meeting.

Frank presented a meeting schedule for the 2017 FY for Council to consider with the possibility of having to vote on changing the By Law if necessary. The schedule presented to the Council is as follows:

<table>
<thead>
<tr>
<th>OPTION A</th>
<th>OPTION B</th>
<th>OPTION C</th>
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</thead>
<tbody>
<tr>
<td>Community</td>
<td>Meetings</td>
<td>Community</td>
</tr>
<tr>
<td>Elgin</td>
<td>3</td>
<td>Elgin</td>
</tr>
<tr>
<td>L a Grande</td>
<td>6</td>
<td>L a Grande</td>
</tr>
<tr>
<td>Union</td>
<td>2</td>
<td>Union</td>
</tr>
</tbody>
</table>

After a discussion on the options, the Council agreed on Option B keeping 1 annual meeting in Union rather than change the Bi Laws at this time. Frank called for a motion to except Option B. Roy made the motion it was seconded by Daniel. The motion was carried unanimously.

**Consider By Laws:**

- **Membership Revision:** Pursuant to the Council discussion composition over the last two months staff has prepared an amendment to the By Laws acknowledging Ex-Officio members. Ex-Officio members retain all of their participatory privileges but will not have presence or absence impact our quorum count. Frank passed out a copy of the amended Bi Law for Council members to sign.

- **Union Oregon Meeting Mandate:** The Council agreed to keep the mandated meeting once a year in Union and ratify the Bi-Law to read La Grande/Union as the option if the meeting cannot be held in Union. Staff will continue to work on generating community interest through this FY 2017. Frank will present an updated Bi-Law at the next meeting.

**Annual Operations Plan:**

The Annual Operations Plan will go before the Union County Transit Advisory Council at the May meeting.
**Vanpool Update:**

Jodi reported after many months of work the Van Pool is finally in place to start next week. She stated Union County Commissioners, Community Connections, and Baker County Commissioners purchased one seat each to get started. The Vanpool will be operated by an independent call center that will start with 6 employees from Baker City to La Grande. They will be transported in a 7 passenger Mini Van. They are working on WI FI capability for the van.

Roy suggested they contact Verizon for WI FI access. Jodi will check into the suggestion.

**Staff Report:**

**Manager’s Report – Frank**

None

**Alternative Modes Report – Jodi**

None

**Old Business:**

None

**New Business:**

None

**Adjournment:**

Motion to adjourn was made by Daniel it was seconded by Roy. The Motion was carried unanimously.

**Next Meeting:**

The next meeting will be held May 18 in La Grande at 3 P.M.
Minutes Respectfully Prepared By,

_________________________________________________  April 20, 2016

Peggy Smith, Office Assistant

Minutes Accepted by:

_________________________________________________

Daniel Bullock, Chairman