Union County Public Transit
Advisory Council
Minutes for
March 16, 2015


Voting Members Absent:
Jeannine Hunt, and Crystal Voyles

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

Non Voting Members Absent:
Manny Elguera, Jodi Tool

Non Voting Guests Present:
Scott Ruch

Introductions and Call to Order:
The meeting was called to order at 3:00 PM in the Conference Room of the NEOPT located at 2204 E Penn Ave. La Grande.

Consent Agenda:
There being no corrections to the items in the Consent Agenda, Joe moved to approve; it was seconded by Thomas. The motion was carried unanimously.

Consider Council Composition:
Frank introduced Scott Ruch for consideration for the open EOU Seat on the Council.
Frank entertained a motion to accept Scott Ruch application for EOU seat. Winnie made a motion that we accept the application; it was seconded by Daniel. Motion was carried unanimously.

- **Follow up on Retention**

Frank stated he is following up on the retention discussion from the council meeting on 2/17/2016. He followed up by phone and e-mail with both Crystal and Daniel about the council discussion on 2/17 of moving them to ex-officio status; both were receptive to the move. Frank explained moving to this status would preserve their voting rights through the remainder of their term.

Frank called for a motion from the council to move both Crystal and Daniel to ex-officio status. Roy made the motion it was seconded by Thomas. The motion carried unanimously.

**Board/Council Report:**

- **Grant Update/consider TIGER Solicitation:**

Frank told the council the Rides to Wellness preservation proposal has been broken into 2 smaller projects. The top priority grant will fund the balance of Fiscal year 2017 after the EOCCO incentive allocations have been exhausted. The second priority funds Fiscal Year 2018. He mentioned to the council the second year of the project is highly scalable so we have given the review team the most compelling offering to make it as easy as possible to support us. He stated this will help diversity our risk. With a little over $300,000 allocated to the entire region, we were concerned about using the money on an all or nothing project that could basically use 1/3 of our available resources.

5310 grant has been submitted to replace Minivan #20. Frank told council we should have a replacement by June. He will keep council updated.

Frank said we continue to work on the Transit Network Grant that should be in place by April. He will report at the next meeting.

Frank stated the TIGER Solicitation is a Federal Grant Demonstration Project that he interested in applying for. It would allow us to compete for Capital dollars. The project he is interested in is adding LED Solar panels in the new bus shelter floor that will be placed at Family Foods when completed. He also stated he is interested in adding an electrical charging station in the parking lot.
Frank showed a video to the council to demonstrate the LED Solar Panels and how they work. Frank has a call into the company that manufactures the panels checking on cost. He has not heard back from them as of this meeting. He will share with council at next meeting when he is able to obtain that information. Frank will also be checking into cost and what is needed to bring engineers into La Grande to work on the project if successful in receiving the Grant. Frank told council after viewing the video he is not sure if we will be successful in applying for the Grant however, it will be added to the new Coordinated Plan.

**Vanpool Update:**

In Jodi’s absence Frank reported they met with County Commissioners last week and they have agreed to purchase one seat and we will purchase one seat for the Vanpool. He stated they have been approached by a local call center who may be interested in being a partner. This is only an idea to think about; he will report back to council if this becomes a valid source.

**Staff Reports**

**Managers Report RTAP:**

Frank told the council that our application to become a member of the National Rural Transit Assistance Review Board was successful. He received a call that he had been accepted to the Board last week.

He shared with the council that our role is to identify priorities for product development, information dissemination, and technical assistance to rural and tribal providers of public transportation. RTAP provides the tools and forum for rural providers to share what is best and most easily replicated in each system. There are members from Mississippi, West Virginia, Nevada, Maryland, South Dakota, Hawaii, Georgia, Washington, Florida, Minnesota, South Carolina, Oklahoma, New York, and now Oregon.

He extended his gratitude to the Council, Board, and Executive Director of our agency that help make it all possible.

**Kudos to Other Counties (especially Baker):**

Frank reported on Cost per Revenue Service Hours for Baker, Union, and Wallowa Counties for years 2013-2016 to date. He said Baker has improved on the curve. Their YTD Cost per Hour has improved 35% since Fiscal Year 2013. He said clearly Mary Jo, Amanda, and Jodi are to be congratulated for their role in this improvement.
He also stated Union County costs are considerably higher because we are a stand-alone program. However he stated he is proud of holding the line in terms of our costs.

**Upgrades:**

This week we upgraded our internet connection to the Public Transit Building. Frank said we were at 80 megabits download and 5 up we are now at 100 down and 7 up. He told council the bigger upload is most important because it allows the other counties (connecting via remote desktop and mobile data computers) to do so with fewer challenges.

Frank told the council at this time we are in proposal solicitation for an upgrade to the plumbing in the public restrooms in the lobby. He said we are working on motion faucets and flush mechanisms. He also said this will help alleviate a chronic problem with a flush unit in the men’s room that the plumber indicates is the victim of excessive pressure on the handle. We are also looking at automated flushing toilets next.

**CTAA:**

Frank and Tammy will be attending a Community Transportation Association of America (CTAA) meeting in Portland in May so she can become certified as a Safety Officer.

**Outreach:**

We will not renew the contract with New Day Shelter Work Shop past June, 30. Frank will explore other agencies for new contract.

We are in the process of revamping our website to a host site that will include Social Media, directions for Fixed Route, Spanish section, and information for all other counties as well. He said it has not been approved or published at this time. Eventually he would like to add to our own server.

Frank told council Vehicle #13 is finally in disposition; if it is not sold as Legacy Capital by April, 15 the vehicle will be sold as scrap.

Frank has sent out a request for consulting for the Ride to Wellness as it is due to end in January.

The new Asset Management Plan will include some changes in our parking lot to include changing one ADA spot to be reserved for Purple Heart recipients. Hopefully this can be
accomplished by Veterans Day. Frank hopes this will inspire other local business to do the same.

**Old Business**

None

**New Business**

None

**Adjournment:**

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

**Next meeting**

Next meeting will be held in Union in the City Hall at 3 P.M. on April 20, 2016.
Minutes Respectfully Prepared By,

_________________________________________________  March 16, 2016

Peggy Smith, Office Assistant

Minutes Accepted by:

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Daniel Bullock, Chairman