Union County Public Transit
Advisory Council
Minutes for
March 20, 2019

Voting Members in Attendance:

Voting Members Absent:
Daniel Bullock, and Tina Peck.

Non-Voting Staff Members in Attendance:
Angie Peters and Patricia Webster.

Introductions and Call to Order:
The meeting was called to order at 3:00 pm in the La Grande Public Transportation Conference Room.

Consent Agenda:
Angie asked if any members read the previous minutes, and discovered that the appropriate minutes had not been sent out to all members. Angie pushed to have previous minutes to be discussed in the May 2019 advisory council meeting.

Consider Stakeholder Comments:
No stakeholders present.
**Fixed Route:**

Angie brought forth the driver’s request to have limited ride times and to repay fare when that time limit has been exceeded.

- This request based off the previous driver’s meeting concerns about homeless individuals staying on the fixed route for extended periods of time and causing disruption to other passengers.

After a discussion surrounding safety of the other passengers and the drivers when it comes to inappropriate individuals (not exclusively homeless passengers) abroad the bus, David Council motioned that the number of loops should be limited to only three. All members discuss the possible reasoning behind the need for any one passenger to ride the fixed route three loops, or three hours. Shannon Cleveland and David Council motioned for two loops to be the limit instead of three. Winnie Andrews second this motion.

- Angie called for those in favor of limiting ride time by one fare, or ticket punch, to only two full consecutive loops once fare is paid, passed unanimously. This will also be at the discretion of the driver in cases of extraordinary circumstances.

**STF (Special Transportation Fund):**

Angie presented the bi-annual funding source that is due for the new biennium to start in July 2019. Angie recently went to the STF committee to present application for funds, but unfortunately they allotted to reduce the funds. The budget will be presented in May.

- The reduction would be 12% to give more funding for the application for CHD’s transportation program.
- This will give us 88% funding for the following programs applied for: Paratransit, a small portion of Fixed Route clients who are eligible to STF funding, Rides to Wellness, and Veteran’s Rides to Wellness.
In addition, there is a proposed 10 million dollar budget cut by the Governor to the STF program, leaving our funding reduced by another 35% if it takes place.

From a plan of $50,000 per biennium to Paratransit, and $35,000 to Fixed Route, and $32,000 to Rides to Wellness and Veterans Rides to Wellness, we will maintain the $50,000 to Paratransit, and reduce Fixed Route by 12%, Rides to Wellness and Veterans Rides to Wellness will be cut to $19,000.

There has been talk of a rumored change of a budget by the Governor to return the funding.

**STIF:**

Angie stated that the STIF is due to go in front of OTC in April and we are anticipating approval. Angie has started the first draft of the annual options plan that goes up for approved in June as if it is already approved.

- After approval, we will begin making materials for the new programs and start outreach and travel trainings for the new Fixed Route and the C.A.T. Link services.
- With the new van, we will get a ‘wrap’ advertisement to promote the C.A.T. Link service.

Shannon asked how much money was requested through STF and Angie explained the formula used to get our allotted amount, projected $132,000 for this year. Cannot spend until July and $10,000 off the top goes to Union County. In the second year the projection is over $339,000 and in the forth year just under $400,000 of allotted funding at maturity.

- 5% of tax funding was applied for to go a discretionary fund to cover other projects for STIF.
- Our discretionary application would buy cameras for the vehicles, a Medias or real-time GPS diagnostic tool for all busses, and a vehicle to replace vehicle 28; which was a total loss, if funded

David brought up that he has been riding the new bus. This bus has a wider lift and can hold up to 1,000 pounds, and can load 3 wheelchairs down the center. The lift is in the side. This new
bus will run on Demand Response and Dial a Ride services. Winnie asked if she could see the bus.

Shannon asked about a client that Angie and she will talk about at a later time. They also talked about a relative that had an issue on a trip. Angie will look further into this ride at a later time.

Brenda asked if the same cameras will be in all the vehicles and Angie said it depends on how the grant plays out. The software for the factory install cameras is not the same as the after-market cameras, and may dictate which cameras are chosen.

**Budget Updates:**

Angie explained that last fiscal year closed with a deficit. Most likely from the hiring jump 3 years ago. There is funding that can go towards that deficit due to tracking of the fully allocated cost and regrouping money from the Brokerage which can be applied to the deficit.

- Most grants have a stipulation that they cannot be used to retire debt.
- The Brokerage funds and reducing staff will help fill the gap and will be talked about in depth at the next budget meeting.
- David brought up grants to retire debts but Angie replied by telling him that we may not be eligible because we run a program deficit but not a business deficit. We can pull from general funds then owe them back, so outwardly it would not reflect as ‘true debt.’
- Brenda questioned that getting rid of staff could put added responsibilities onto those who are left.
- We have more volunteers.

Angie talked about how ridership was up. The regional food bank will be improving the bus bard roof. The regional food bank is looking for a new location.

Last month’s focus was training, both in-house and community, travel training. This month is a mix of grant research and getting reengaged in projects. Angie also has the ADA work
group on Monday. Yesterday we hosted a group that David and Patsy attended about the State’s emergency evacuation plans to also include ADA accessible.

In a meeting last week with Al Adelsburger and Terry De Spain, Angie found out that Family Foods/Fresh Foods wants their employees to park by the train station to keep their parking for customers. They asked to turn around the corner from Jefferson onto 4th for the convenience of people who are parking there to jump on the bus. This would start in July.

- After discussion, Angie asked for a vote approval for the new change in the route. Shannon motioned to propose the change to the route as presented starting in July and Brenda seconded the motion. Angie asked if there were any questions, everyone voted yes, there were no opposed.
- The route has already been approved and all changes have to be approved by the TAC.

Winnie asked about the vet housing that had been mentioned in the board report and wondered about the location. Angie Confirmed that it is planned for the corner of Russel and Spruce.

**Old Business:**

Rides to Wellness was declined for the EOCCO grant, meaning it cannot go fare free. Current funding is $12,000 from CBIR and $8,000 from STF and some 5310 funding. For the full biennium leaves $35,000 and it costs $8,000 per month. At this time, it appears Rides to Wellness will exist until it doesn’t. This would include Veteran Rides to Wellness. At this time it appears that the programs will end at 4.5 months into the year.

- Demand response will start free in July. Tuesday, Wednesday, and Thursday only, with no restriction to trip purpose.
- Loss of Rides to Wellness mostly hurts Dialysis clients.
• There are only brokerage clients at the TAC table. Some recruitment needs to be done to more fairly balance the voices being heard to include those impacted by these changes.
• Rides to Wellness Veterans money is discretionary funds and may not come up again. Byron Whipple and Angie are working on more funding.

Starting with a new website host, and joining with admin, we will be more user friendly online.

Following up on homework from last week.

• Following up on TAC member’s social network to find applicants for open seats. Angie will post again. Brenda may have someone in mind that is community oriented.

**New Business:**

Angie stated that we are in the process of working on a risk management plan through the Safety Committee. Doing a piece each month, starting with finding categories that we are exposed to in transit and breaking them apart into levels and frequency of risks and ways to mitigate the problems. Trend for incidents went down this year.

With no other comments or questions:

**Close of Meeting:**

Motion to adjourn was brought by Shannon and seconded by David. All Ayes, none opposed. Meeting was called to an end by Amgie.