Voting Members in Attendance:
Daniel Bullock, Winnie Andrews, David Council, Shannon Cleveland, and Martina Peck by phone

Voting Members Absent:
Brenda Fiscus and Kristi Long

Non-Voting Staff Members in Attendance:
Angie Peters, Peggy Smith

Non-Voting Members Absent:
None

Guest:
None

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

Consent Agenda:
Angie called for a motion to approve the minutes for August 15, 2018. David made the motion to approve the minutes it was seconded by Tina (per phone) and carried unanimously

Board Report Angie:

- September Recap:
Angie told the Council after more research we opted not to start charging for No-Shows. She stated while this is legal, the practicality on collecting the fee wasn’t there. However, she said we did contact the GOBHI (Brokerage) call center to notify them of all clients that were above
system average for No-Shows, and have warning letters issued. For three clients there were given two week suspensions as well. Angie said we are in the process of adjusting rates we charge as well to include the higher no show contingency percentage.

Angie stated September has been a challenging month due to two office staff on leave of absence, and the loss of two full time drivers. We now have one of the office person back at half-time and we were able to move a driver to full time who has been wanting that for some time. Angie stated there are definitely positive things happening.

**Consider Stakeholder Comments:**

No stakeholders present

**New TAC Member Applications:**

Angie submitted an application from Patsy Lang to fill the at Large Seat for Council representing Union County. Winnie made the motion to approve Patsy Lang to fill the at Large Seat it was seconded by David and carried unanimously.

**STIF Update:**

Angie stated she has finished the STIF template plan (essentially a program of projects) that will be submitted to the STIF Advisory Council on November 11th. She said other than a few additions that will have to be made after the County Commissioners weigh in, it is ready to be submitted. After approval of the Commissioners it will go to PTAC then to OTC.

**Safety Day Training/Closure:**

Angie told Council Members that our Safety Training Day will be held on 11/14/2018 and the office would be need closed on that day without any operations for paratransit and fixed Route. She said it will require the approval of the council to close. Angie called for a motion to close on 11/14/2018. Winnie made the motion to close office operation on the date stated it was seconded by Shannon and carried unanimously.

**Staff Report Angie**

Angie stated we will be leaving the Shelter Bus Stop at Reveria open and we are working on the curb cut at that location with STIF funding.

Angie is looking into a Grant opportunity for Special Transportation Fund, 5311, or 5310 to help with Rides to Wellness funding.

No shows are down compared to last month.
Demand Response and Rides to Wellness are up 9.88%.

Fixed Route riders are down in percentage, and we will be doing an on board survey soon to research this.

We will continue the deviated routes on Saturdays.

(See Full Report with minutes)

**Alternative Modes Report-Jodi:**

No report

Angie told members that Jodi will be leaving the Agency to move to Idaho her last day will be 10/18/2018. Alternative Modes, often called T.O. (for transportation options) will be housed in Union County now.

**Old Business-Grant Updates Rides to Wellness Discussion:**

Angie stated she will be turning her focus to helping with National Transit Database reporting, and pursuing the CCAM grant. She said she found out the ICAM grant we have waited all this time will only allow for capital purchases not operational funding, so, we will have to start having more serious conversations about the future of Rides to wellness.

**New Business:**

None

**Adjournment**

Angie called for a motion to adjourn at 4:05 P.M. David Made the motion to adjourn it was seconded by Winnie and carried unanimously.
Minutes Respectfully Prepared by,

__________________________________________________________  October 17, 2018

Peggy Smith Office Assistant

Minutes Accepted by:

__________________________________________________________

Daniel Bullock, Chairman