



Minutes

Regular Board Meeting

Monday, January 11, 2021
3076 NE Diamond Lake Blvd, Roseburg, OR 97470

PRESENT: Jennifer Bragg, Mike Baker, Kat Stone, John Parker, Sarah Thompson, Mark Hendershott
ABSENT: Lonnie Rainville

1. Call to Order:

Meeting called to order at 5:31 p.m. by Board Secretary Kat Stone.

2. Roll Call

Roll call taken by Board Secretary Kat Stone.

3. Pledge of Allegiance

Recitation of the Pledge of Allegiance.

4. Consent Agenda

4.1 November 9, 2020 Minutes

4.2 October 2020 Financial Report

4.3 November 2020 Financial Report

4.4 December 2020 Financial Report

MOTION: John Parker moved to approve Consent Agenda. Seconded by Mike Baker. Motion Carries Unanimously.

5. Public Comment for On Agenda Items Only

No Public Comment for On Agenda Items Only.

6. New Business

6.1 Discussion: Posting of Zoom recordings

General Manager researched what the surrounding public transportation districts have opted to do regarding the video recordings of their meetings and the reasons why. Discussion followed. Clarification for follow-up to create a policy regarding and present policy to the next Regular Board Meeting.

MOTION: Mike Baker moves to approve Staff to take appropriate steps to post zoom recordings online. Seconded by Jennifer Bragg. Motion carries Yay – 5; Nay – 0. Abstained – 1: Mark Hendershott.

6.2 Setting date for Special Meeting

STIF application due February 1, 2021. Special Meeting required for Board approval of the STIF committee's recommendations for projects. Discussion followed. Consensus to hold Special Meeting on Monday, January 25, 2021, at 5:30 p.m. Request to have STIF STAC Chair, Shelley Gurney, present at Special Meeting.

6.3 STIF STAC recommendation to appoint applicant(s)

6.3.1 Natasha Atkinson

Natasha Atkinson, UHI, applied for the open provider position on STIF STAC. Currently only application received for current openings. Discussion followed.

MOTION: Jennifer Bragg moves to appoint Natasha Atkinson as a member of STIF STAC. Seconded by Mike Baker. Motion carries unanimously.

6.4 Title VI and ADA Policy amendment review

Prior Title VI and ADA Policy amended to reflect current District name as Umpqua Public Transportation District (UPTD) rather than prior District name. Discussion followed.

MOTION: Sarah Thompson moves to approve Title VI and ADA Policy amendment. Seconded by John Parker. Motion carries unanimously.

7. Old Business

7.1 UPTD Medical Transportation

Prior discussions for UPTD to launch a Medical Transportation Program. Started the process in November and were able to start the program in December. UPTD is now providing medical transportation rides and is generating income for the District. Will be able to show what the income looks like and the ridership information. Advertising and application is listed online at the website. Discussion followed.

8. Board Training – Ron Sperry, DC Law, UPTD attorney (postponed)

9. General Manager Report

- Started STIF application process. 5310, 5311, and STF application process initiated as well. Discussion followed.
- Discussion of reallocation of funds to Mobility Management.
- Collaboration with South Lane Wheels, Routematch, ODOT, and NDB and ironed out kinks in preparation of rolling out the Rural Veteran’s Health Transportation (RVHT) Lane – Douglas Connector. Discussion followed.
- Insurance renewal process completed.
- Completed the recruitment process to hire an Operations Manager. Discussion followed.
- Award for the RFP for Financial Audit.
- Quarterly payment to providers made on time.

10. ODOT Update – Jennifer Boardman

- STIF Discretionary review: received 70 applications for 9.2 million in funding and 8.5 million in ask; tight grant funding period. Second cycle so there are more asking for more funding. STIF had to back fill STF by 10 million.
- STIF Formula: everyone is in the middle of this process and getting those applications in.
- There will be no extensions on applications of 5310, 5311, STF, 5304 – planning grant.
- Additional funding passed for COVID related expenses
- 5307 recipients, funding available to tribes and to rural areas.
- 5310 – 18 CARES Needs applications at the end of the year and there is still funding available for CARES Needs grant available through June of 2022.
- Preparing for combination of STF and STIF next biennium, which is the next cycle.
- Not much legislature regarding transit.
- Training conference for SDAO on February 3 – 5; some board training available.

11. Not on Agenda

- Request for reflectors to be installed along the driveway and possibly solar lights, as it is difficult to see driveway in the dark.
- Advice of checking emails in deleted folder to ensure no emails are moved and deleted.

12. Public Comment

No Public Comments.

13. Agenda Build – Special Board Meeting January 25, 2021

- Executive Session for General Manager's performance review.
- Request for attendance by Ron Sperry, UPTD attorney for Board Training prior to Executive Session.

14. Adjournment at 6:24 p.m.