

Minutes of January 16, 2018 Columbia County Rider Transportation Advisory Committee (CCRTAC)

ITEM 1: Call to Order

Sharon opened the meeting and explained that Michael is at a meeting to discuss the road work being considered for Gable Road.

Sharon asked that guests sign in and that Nora was recording the meeting.

She then apologized for not recognizing the gentleman who was sitting next to her concerning bus service to St Johns

Sharon then mentioned that people either call into KOHI Radio on Monday mornings, or to email either Marty or herself with questions. The questions will then be read on air and answered.

Genell provided the KOHI email address and Sharon provided hers.

Sharon then introduced and welcome Della Fawcett, CCRTAC's newest member, representing Clatskanie.

Introductions: Danny – MTR Western; Alta Lynch; Ralph Culpepper; Nora – CCR; Blanche; Chad; Genell; Sharon; Della – Clatskanie resident. CC Rider passenger from 2011-2015. She is a user of transit whenever she can.

ITEM 2: Approval of Minutes of November 20, 2017

Genell thanked her. Approval of Minutes from November. Sharon has notes to include in the Minutes from November. See her notes on November Minutes.

Della asked a question concerning Aram and his name. Sharon stated that he only provided his first name.

Sharon asked for approval of Minutes with changes included.

Genell seconded.

Minutes passed with changes recorded.

ITEM 3: Volunteer Hours

Volunteer Hours – Sharon reminded that everyone should track hours spent working/volunteering as they can be used as match against grants. Genell gave her own example about planning for the Retreat and how she is tracking the time she is using to prepare.

Nora explained that the hours need to be formalized as she needs to turn in with quarterly reports. She would like the hours split between meetings and other business. An example is that attending meetings is administration. Nora stated that hours don't need to be an item-by-item tracking, but more of a monthly total. Signature needs to be added for authenticity.

Genell wants Nora to let everyone know what she needs (how she would like to be reported to). Alta questioned whether time driving in and miles count. Nora will verify. Alta suggested Nora provide a form that members can fill out.

ITEM 4: Signs on Buses

Danny stated that will look into Alta's sign recommendations. He will bring it up with the MTR Safety Committee.

Alta suggested changeable numbers on buses that don't have to be removed, just changed whenever the bus changes routes.

ITEM 5: Ad Copy for Theatres

Ad Copy for Theater. Ad went to Scappoose, but couldn't get in contact with St Helens.

ITEM 6: Ridership Report

Ridership Reports presented by Chad.

Overall numbers for Nov., Dec., Jan. 37 rides from Avamere.

Honored, Disabled, and T-19 rides remained fairly flat over the three months. Keep in mind that January is not complete as the month is not over.

Student ridership is low because of the holiday.

Blanche was wondering what the age is for Honored Citizen. Danny will go find out.

Blanche was wondering if animals are considered escorts.

ITEM 7: Retreat

Genell discussed the doing of an annual retreat. This retreat focuses on taking a step back and revisit becoming a Special or Service District. HB2017. Brainstorm and try to figure out what direction we want to go.

Sharon talked about two guests: Marty from KOHI. Lots of knowledge about our department

And George Dunkel from SDAO, an organization that supports special districts. He will come give his presentation then leave.

Blanche wanted to know when the retreat was happening (hours)

ITEM 8: Education Committee

Blanche discussed that the committee went over questions. The committee used questions from a previous 5-county survey as they were what they wanted. They went through and changed slightly to fit our geographic area.

The committee will then take the draft before the TAC and incorporate any changes. The committee then will work on various methods to distribute; i.e. Website

Misc.:

Blanche talked about Avamere rides and the distribution: Portland, Longview. Blanche summarized the Longview rider's question about service to Longview and how often it runs. Blanche would like to see information about DAR information better distributed.

Danny informed the committee that when they receive a call for DAR service, we let them know that we have restrictions on when DAR runs. Passengers need to schedule appointments around when we run DAR. DAR into outlying areas is limited.

ITEM 9: Bus Rates

Bill was not present to discuss

ITEM 10:

Grants. Discussed the 5310 grant that Michael sent out to committee members for their input. That had to be turned in before Michael could bring it before the committee.

Bill arrived at 7:20. Sharon introduce Bill and Claudia to Della. Back to **ITEM 9.**

Bill passed out a sheet showing fare comparisons between neighboring transit agencies.

Bill explained the costs between the different agencies.

Genell believes that its prudent that the comparisons are apples to apples.

Della looked up C-Tran. CC Rider is viewed as an Express service to Portland. And CC Rider rates are similar to C-Tran's express service to Portland.

Nora explained that riders can use a single zone pass if they primarily travel within the county and pay the difference for the few times going out of county.

Other agencies have taxing mechanisms which help to keep their fares down.

Confusion about what type of district Trimet is.

Genell talked about the fact that fares are generally just a drop in the bucket as far as stabilizing transit service.

Sharon discussed a conversation she had with a passenger who uses CC Rider often for his primary mode of transportation.

ITEM 11: St Johns 2nd and 3rd Shift Workers

Chad discussed how we use Remix to plan routing.

Sharon discussed trip patterns out of Columbia County to employment. Charts provided by Shawna Sykes.

Sharon spoke with an employee from a HR person whose employees use transit and they are open 24 hours. The firm said everyone has no trouble reaching work, but it's the return trip that is the problem. They have 15 people who live in Columbia County and commute in to St Johns.

ITEM 12: CC Rider Goals:

Sharon went over goals that were developed at the first retreat.

Growth in ridership and on-time performance are two goals that are improving.

Bill explained the process we went through to develop the goals. No science behind the process.

How do you know how you get there if you do not have criteria? Blanche

ITEM 13: FEEDBACK from GUESTS

Alta wants to know the organization of the Education Subcommittee. She inquired as to whether it was open to the public.

Sharon gave a brief description about how the Education Committee was formed and what they are charged with doing.

Why don't we have a sign at our stops concerning the schedules?

Alta feels that there needs to be a broader range of methods for dissemination of information as to what we do.

She was also confused about what the duties of the CCRTAC and the PAC. How are they different? There was a discussion of how they are different.

Bill discussed the difference between the Planning Board and the CCRTAC. Planning is quasi-judicial. CCRTAC is not.

Ralph read some information that he had collected.

ITEM 14: Elections

Sharon opened the meeting for election of officers. She excused the public. Danny provided paper.

Bill nominated Sharon, saying that she has not had a full year. He nominated Sharon for Chair. Sharon requested if others wanted to nominate others.

Blanche seconded nomination.

Blanche moved to close the nominations. Della 2nd

Sharon is Chair for another year.

Sharon nominated Bill for Vice Chair – Chair cannot nominate Vice Chair.

Genell nominated.

Bill is Vice Chair for another year.

Sharon thanked everyone for their participation.

Bill wanted to thank Ralph for his comments

Sharon asked for other business.

Della hasn't received her letter of appointment.

Sharon mentioned that it comes from the Commissioner's office and they are not quick about it.

Genell is going to provide Della a copy of the Bylaws we are working under.

Michael provided a briefing of the meeting he attended concerning the Street work for St Helens (Gable to 1st). He explained that this is just the first meeting and no decisions have been made other than a new section of Plymouth Street connecting around the sewage treatment plant to 1st Street.

Meeting was adjourned.