

Oregon Transit Alliance (NWOTA)  
Coordinating Committee Meeting Minutes (via Zoom)  
June 12, 2020  
Tillamook County Transportation District  
Tillamook, OR

1. Introductions: Doug Pilant, Coordinating Committee Chair, opened the meeting. Meeting attendees/teleconference participants included:
  - Brad Dillingham—Benton County Transportation
  - John Dreezen—Columbia County Rider
  - Paul Lewicki—Sunset Empire Transportation District
  - Doug Pilant—Tillamook County Transportation District
  - Cynda Bruce—Benton County
  - Mark Bernard, Arla Miller—ODOT
  - Thomas Craig, Chris Perry—Trillium Transit
2. Consent Calendar: Unanimously approved. (CB/JD)
  - ✚ May 8, 2020 Meeting Minutes—No changes.
  - ✚ May Financial Report—Received all outstanding partner dues.
  - ✚ Ridership Performance Report—Most current is through April 2020.
  - ✚ Calculating Average Passenger Miles Progress—No updates.
3. NWOTA Standing Items:
  - ✚ IGA Approval Updates—None. Brad continues to keep this on his to do list but has other internal activities that are taking priority right now. Doug is available for support or clarification on the IGA.
  - ✚ Management Plan—None. Benton County and SETD still need board approvals.
  - ✚ Website Alert System Implementation—Doug has run into a couple of concerns which he will go over with Trillium. The updates to the website are live, Thomas has sent out a link. Added alerts to the Trip Planner as well. Trying to minimize flog stops by identifying close bus stops. Will improve as people test it out. Google Transit Alerts Tool is already running on the Trip Planner. Doug noted that he is working with staff on removing outdated alerts.
  - ✚ Travel Tourism Studio/Transportation Committee—The subcommittee continues not to meet until the pandemic lockdowns are lifted.
4. NW Connector Website Trip Planner Update/Demo

Thomas introduced Chris Perry, who is taking the lead on this project. He provided a demo of the new features.

In February, Trillium asked the NWOTA partners to prepare a list of the places they don't want flag stops. With the Trip Planner live, it will be easier to identify those places. Can always let Trillium know zones where flag stops should be disabled.

Question: How is the NWConnector flex service incorporated into the updated Trip Planner? Trillium response: Took off the Corvallis to Albany connection and the CCR Portland medical ride service. Have all the other flex services listed. May be able to include the two exclusions in the future.

Will be important for all partners to get training (retraining) including ongoing reminders for the partners to utilize all the new capacity incorporated in the enhancements. All

partners agreed that real-time active training is the best way to retain information. Expiration of alerts also takes some remembering to do.

Chris noted that while more testing is needed, that the enhanced Trip Planner is good enough to go live now. He will write up a testing primer. Focus will be on end users as well as staff. May be able to recruit some public users from NWConnector Facebook.

Next step: Set a launch date, but give time for real time training with staff and one public webinar. Mary will organize a training day and time. Chris will set up and conduct the training. John and Brad will invite their contractors.

Some Vernonia trips are also ready to go live.

Yamhill County, which abuts the NWConnector system, could use this plug in and implement a similar Trip Planner. Trillium will be getting information out on the availability of the enhanced Trip Planner tool to the entire State. It is scalable for use by other agencies as well.

#### 5. COVID Transit/NWConnector Updates

Paul is working on the grant application for new portable bus sanitizing equipment. All the partners have provided him with the number of units/equipment they need to service their buses. He plans to have the application information to Doug by early next week. It will be a \$172,000 request and published on ORPIN. Paul has talked to Creative and their lead time is about 10 weeks. ODOT is meeting once a month and should be able to have a decision back to NWOTA by mid-August.

#### 6. COVID-19 Membership Updates

- ✚ Lincoln County—Cynda reported that the county has experienced 124 COVID cases from the Pacific Seafood plant. They bring employees in from outside the area. They had a driver who wanted a test but was told he needed to go to his own provider. Contact tracing is not including transit rides. Need more testing. County has put on hold any new hiring for six months. Need a second dispatcher, but unable to hire. It would be particularly helpful to be able to hire at this time, with the training on the new alert system. Have restarted the Coast to Valley Express.
- ✚ CCR—Transit has been going fairly well. Working on our ODOT audit, transitioning maintenance to in-house. Having more ability to look ahead. Budget was approved. Grant coming through to acquire new buses, working with Kimberly.
- ✚ Benton County—Restarted Coast to Valley Express. Everything else has stayed relatively the same, following COVID guidelines. Now operating fixed service at fixed cost, making more efficient. Ridership has gone down 90%. As opening back up, implementing new efficiencies. An opportunity to do things differently, in an improved way.
- ✚ ODOT/Mark Bernard—Keeping busy with the 2021—2023 solicitation for Public Transit, likely through next March. Will be more knowledgeable about these programs.
- ✚ ODOT/Arla Miller—ODOT is realizing that teleworking works well for those jobs that can work that way. Will probably telecommute going forward, and not work in the office. ODOT will save costs on office space.
- ✚ Sunset Empire Transit—Paul noted that things seem to be settling down. No interruptions in service. Actually enhancing service and adding drivers. Awarded entire drive staff best Quarterly Employee award. New low floor buses are in and applications for more buses for CARES Act funding. The spacing requirement for riders is resulting in the need for more buses. More staff are starting to work in the office. Everyone is doing well.
- ✚ Tillamook Transit—Doug reported that he finished his 3<sup>rd</sup> week back in the office. However, have found that he may be more productive at home, fewer interruptions. Still

working with union on negotiations. Changes in vacation and increased funding for healthcare could add \$125,000/year. As a five year contract is being negotiated, this could have significant impact. Union wants to reinstate COVID pay, which ended when the County went into Phase 1 reopening. Took delivery of 5 new buses. Had some workmanship issues, but they have been resolved. Doug will forward issues to ODOT.

Working on a fare analysis of entire system. Making progress on STIF Planning. Doubling Town Loop to service the Port of Tillamook Bay. Starting live survey through Facebook. Started Pacific City shuttle for the visitor season, will need a bigger vehicle than in the past because of the social distancing requirements, plus a second driver. Last week Cynda and Doug met at Cascade Head to look at transit service to that area. Scouting trip with the Nature Conservancy.

Recorded: Mary McArthur, Col-Pac EDD and NWOTA Coordinator