

NW Oregon Transit Alliance (NWOTA)
Coordinating Committee Meeting Minutes (via Zoom)
February 19, 2021
Tillamook County Transportation District
Tillamook, OR

1. Introductions: Doug Pilant, Coordinating Committee Chair, opened the meeting. Meeting attendees included:
 - John Dreeszen—Columbia County Rider
 - Brad Dillingham—Benton Area Transit
 - Jeff Hazen, Jason Jones—Sunset Empire Transportation District
 - Doug Pilant—Tillamook County Transportation District
 - Cynda Bruce—Lincoln County Transit
 - Arla Miller—ODOT
 - Ayreann Colombo, Mary McArthur—Col-Pac EDD
2. Consent Calendar: Unanimously approved. (JH/JD)
 - January 21, 2021 Meeting Minutes—No changes.
 - January 2021 Financial Report—Only change was \$10,500 in partner contributions received.
 - Ridership Performance Report—Will be coming up on 1 year from the onset of COVID, and will be able to seeing a more accurate comparison year-to-year.
 - Calculating Average Passenger Miles Progress—Next step. Set up a workshop and go through training. Following that establish next steps for gathering the data. Cynda has on-board surveys for origin/destination, so comfortable with average passenger mile calculation. Tillamook also has good numbers. Trip lengths appear to be pretty consistent even during the COVID ridership downturn. Data collection could occur now. SETD could probably use fresh data. **Record** the workshop on Average Passenger Miles. Go to the FTA website for the sampling data.
3. NWOTA Standing Items:
 - IGA—Finally got completed.
 - Marketing—Hailey no longer works for the District. Recruiting again for that position. Doug will get Hailey’s files to Mary. Mary will check with Selina. Doug will talk to Gillespie about whether the materials are being produced.
 - Website updates—Cynda’s public information officer will be helping her updating their website. Are making a lot of schedule changes with COVID-related student travel, some of the loop schedules. Want the new schedules to become live on March 8th. Will need to contact Chris at Trillium, and typically they can get the updates done with one week. Cynda also needs the GTFS files so she can give them to her County mapping folks. Partners discussed how interlining works with Amtrak. Doug also noted that his compliance review was very complementary of the NWConnector website. Trillium Transit has also been very responsive making updates and fixing any glitches. Cost-sharing is much better financially for all the partners.
4. E—Ticketing

E-Fare—Hop Through is moving more toward a business model of data integration, and Jeff is talking to them. SETD has a lot of flag stops. Have APCs on buses, but currently not using the information. Want to look at how accurate it is, required for NTD reporting. Have time and location stamps, for active bus stops. Working on adding flag stops. If a lot of people using a certain flag stops, may warrant turning it into a regular bus stop. Saves phone calls to dispatch, and will

provide time stamping of the stop. Jeff also met with TokenTransit. Can get set up quickly, simple to download ticket. Downsides—Need validators on the buses, but may not be needed for the first year. Validators are expensive. Riders would be able to get one free pass if pass wasn't valid. Wouldn't get on-boarding tracking. Could use APCs and then use HopThrough to manage the data. Deadline for SETD's RFP is March 1st, with a Board decision on March 25th. Will let the partners know. Cynda and Brad are included on TokenTransit through the Cascades West COG.

5. RidePal—Jason Jones—Mobility Manager for SETD. Lot of training and communication needed between the public and public transit. Usually what happens after I talk to someone, they go directly SETD's website. Looking to see if can get RidePal more directly accessible from the SETD website, easily and having the tools to complement what he's doing. Producing travel training videos, which are currently sitting on the District U-Tube page. Been talking with Trillium about setting up a new page on SETD's NWConnector website.

Passenger videos will be able to be used by all the partners. Partners interested in using the videos Jason is producing. Partners are encouraged to provide input as to what information would be helpful on the videos for them.

Have NWConnector Management Plan which is the roadmap for consistency across the system. A spot for customer's to land for videos about using the NWConnector. Cross-train for travel between the different districts. Jason has a detailed plan for implementing and expanding the RidePal program.

Remind a SETD program, and expand as the program is developed into a NWConnector-wide program.

Getting more and more people familiar with bus service is important and is the future of transit.

Partners will want to follow the progress of what Jason is doing. Will be going down the Coast to demonstrate how to travel all the way along

6. STIF—Discretionary Application Update—Final decision-making will be out next month.
7. COVID Transit/NWConnector Updates—Sanitizer—Doug will get the new RFP out next month, post on ORPIN.
8. Other Business and Partner Updates
 - CCR—Got all grants approved and submitted. Will have some service reductions going into next year. Refocusing all of STF funding as local match so will be covered on all formula funds. Can start setting funds aside for service improvements. Vernonia/Banks, north Rainier, local circular routes will see service reductions starting July 1. Goal is to provide sustainable service for the majority of riders. May provide Dial-a-Ride service for outlying areas where service is being reduced. Will be providing free transportation to all vaccination sites in Columbia County.
 - SETD—Board set strategic priorities for next year. Jeff will be making a proposal at the March PTAC meeting regarding spending the leftover \$13 million COVID funds: Get funds out on 5311 allocation formula, with a focus on vaccinations, through amendments to existing contracts. Jeff is already working on a transportation program for getting people to their vaccinations, including potential Pop-Up Park and Rides, rides for medical personnel/local residents in rural areas.
 - Lincoln—Finished grant processes, going before the Board next week. Thanks to all the partners for help GTFS. Moving toward making Lincoln County's Transportation website onto NWConnector website. Still struggling with having enough drivers.

- BAT—New bus stop signs being printed for all of the stops, including the NWConnector signs. County is starting to take transit more seriously, now really have a brand. Excited about seeing the new brand on buses and signs. Organizing shuttles for vaccinations. Looking forward to the Amtrak interline agreement.
- Tillamook County—Starting our budget process. Wrapping up fare policy analysis, with recommendations to the Board in March. Working with BlueStar Gas for the planning and construction of propane facility and converting vehicles to propane. Completed procurement process for voice notifications on Eco Lane. People will receive a phone call or text message before their on-demand trip. Vehicles that have tablets will be able to sent out a message of how close the vehicle is to pick-up. Working getting people to schedule their rides on their Smart Phone. The Board approved purchasing 5 vehicles, with 2 being converted to propane. Got Rural Veterans Transportation grant executed with a top priority getting veterans to their vaccinations.
- Col-Pac—NWACT meeting. Expanding diversity to include adding a disabled person on the commissions, low income population. Important for ACTs to have flexibility on their boards.
- ODOT—Glad to part of NWOTA.

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