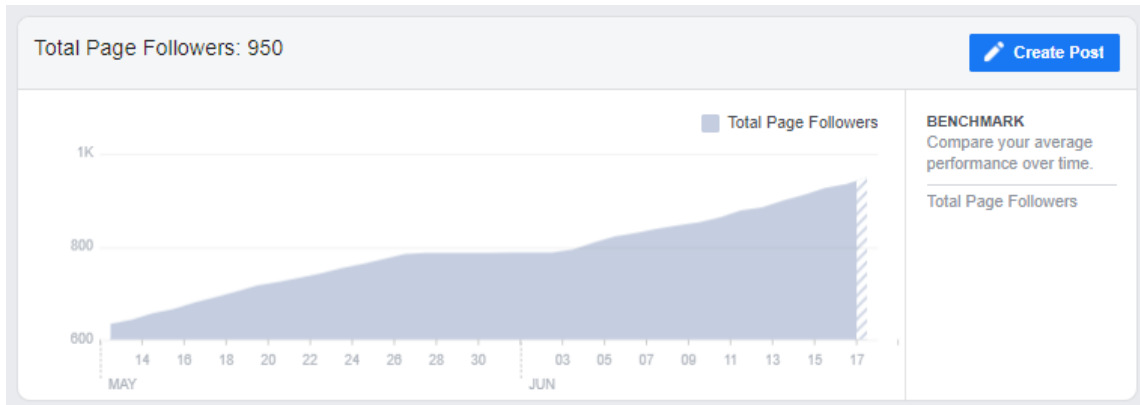


NW Oregon Transit Alliance (NWOTA)
Coordinating Committee Meeting Minutes (via Zoom)
June 18, 2021
Tillamook County Transportation District
Tillamook, OR

1. Introductions: Doug Pilant, Coordinating Committee Chair, opened the meeting. Mary introduced Sarah Lu Heath as the new Col-Pac NWOTA Coordinator. The partners welcomed her to NWOTA. Other meeting attendees included:
 - Brad Dillingham—Benton Area Transit
 - Paul Lewicki—Sunset Empire Transportation District
 - Doug Pilant, Shannon Wakeman—Tillamook County Transportation District
 - Cynda Bruce—Lincoln County Transit
 - Arla Miller—ODOT
 - Juliet Eldred—Trillium Transit
 - Ayreann Colombo, Sarah Lu Heath, Mary McArthur—Col-Pac EDD
2. Consent Calendar: Unanimously approved. (CB/BD)
 - May 14, 2021 Meeting Minutes—No changes.
 - May 2021 Financial Report—Changes: Receipt of \$1,500 in partner contributions and payment of the website updating and marketing invoices.
 - Ridership Performance Report—Ridership continues to come back.
 - Calculating Average Passenger Miles Progress—Mary reported. The current model using is from the original David Evans Association modeling. ODOT grants ask for specific information, eg, reduction in greenhouse gases. Current method of collecting data oversimplifies the number of cars being replaced. TCTD has done surveys on their NWConnector routes, but additional survey would be needed, hopefully a smaller, easy to administer survey. Done over several weeks. Being careful not to duplicate rider surveys. Caution not to overburden with extra work needed to collect the required information. Having difficulty getting people to even apply as drivers. Whatever we need to do, must be sustainable in terms of the amount of time needed. What we have now is pretty simple, don't want this to become too much of a chore. But need to be competitive when apply for grants, and this data is critical. Initially may want to do seasonally for a couple of weeks, and then do it more intermittently.
3. NWOTA Standing Items:
 - Website/Facebook—Two ads going. Almost 1,000 followers. Tripled the follower count in only a few months, which is showing success. Also talking to the Eugene transit connecting to Amtrak. Best thing partners could do is let Juliet know of things to post/repost from other Facebook pages. Juliet's email address is Juliet@TrilliumTransit.com
 - NW Connector Facebook Metrics - June 2021
 - Page Followers
 - Page Followers as of 6/17/21: 950
 - Page followers as of 5/21/21: 733
 - Page Followers as of 4.15.21: 395
 - Page followers as of 3.17.21: 348
 - Page followers as of 2.17.21 (before paid promotion): 305



- Website—Expect a report in July. Question: Is there a procedure/process for filing rider complaints? Can it be done via the NWConnector website. SETD and Lincoln County have complaint procedures. TCTD has a process, but nothing written down. Similar for Benton Area Transit. Cynda and Paul will send there’s out to all the partners. RLS requires all providers have a complaint system. All partners have Title 6 systems with a complaint form that an “other” category can be added to. NWConnector needs to have something set up. Can add, “weekends and evenings will be responded to the next business day.”
 - Visitor Pass/Information Card—Shannon mailed Cynda’s out yesterday. All others have received their passes and cards.
- 4. GermFogger Disinfecting Equipment Update
Sounds like the equipment will be ready to send out soon. With the amount of funding involved, and the federal source of funding, it will be important to document the deliveries through individual invoices and tracking that the correct equipment is received. Equipment is shipped directly to each partner. Mary will follow up with KettleWorks. Also get information from them on solution vendors, solution mixing vessels.
- 5. Bus Stop Grant Update
Arla is working on getting operating grant contracts out. If run out of time will work on getting pre-award costs covered. The bus stop grant is a capital grant, so it is a second priority. Working with Jamey Dempster on getting Environmental Exemptions for the 3 approved bus stops, which ODOT will pay for. Thanks to Arla for all the work she had done on these contracts.
- 6. Other Business and Partner Updates
 - Benton Area Transit—Brad reported on re-shaping the schedule for the Coast to Valley route, cutting the fare by 50%, coordinating with Cynda.
https://www.co.benton.or.us/sites/default/files/fileattachments/public_works/page/2639/2021-05-26_ctv_public_schedule_phase_i.pdf Finished BAT rebrand. Overhauled a few local services/routes to make more efficient. Next biennium will be something of re-start.
 - SETD—Paul reported that they are on the eve of some major schedule changes, particular for Summer runs: Adding more time to the day time loops and longer recovery times. Working on improving on-time performance. Waiting for CARES Act funded buses, so will add more capacity to Hwy 101 route. Also having trouble getting drivers. NWConnector route to Portland ridership is improving.
 - Lincoln County—Working on drug and alcohol desk reviews. Currently in the middle of union negotiations, and expect to wrap it up today. Looking at hiring wages and bonuses. Will be a

two-year contract given the uncertainties going forward. Fast food restaurants are starting at \$18/hr. Expect all wages are going to have to increase. Pleased with the Coast to Valley. Brad has taken the lead with the printed schedules, look of the marketing materials and getting the information posted onto the websites. Thanks to Brad.

- Tillamook County—Agree with the driver shortage. Really getting to a critical point. Have picked up a couple of new drivers. Brent has moved to Tri-Met to do training. He has been replaced by the Neah-kah-nie School District Transportation Manager. Completed Fare Policy Analysis which the Board adopted. In the process of implementing the Fare Policy for Dial-A-Ride. Converting to a base fare plus mileage system. People can ride anywhere in the County. Travel won't be restricted by zones, nor will the purpose of their trip. Base + first 5 miles will be free. Seniors will get a reduced rate. Next month will start planning for third trip to Portland. Expanded the Pacific City Shuttle to 3 days plus Memorial Day. High ridership. Purchased the Ecolane deviated fixed route model. Use a tablet to record the number getting on and off at each bus stop. Will help automate some of the survey data.
- ODOT—Arla reported that there may be some efforts to see if the extra \$300/week unemployment can be stopped sooner than the end of September. Sarah Lu reported that some states are converting the extra unemployment pay to hazard pay that employers can offer new hires.

Look to do an in-person meeting soon.

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