

**Morrow County Transportation
The Loop STF Advisory Committee
January 21, 2020
Irrigon City Hall
Irrigon, Oregon**

The Loop Committee Members Present:

Leann Rea	Karen Pettigrew	George Nairns	Mike Jones
Sheryll Bates	Aaron Palmquist		

Absent:

Sam Bellamy	Jessica Calderon	Kevin McCabe	Cynthia Navarro
Betty Gray			

Others Present:

Anita Pranger – The Loop Coordinator
Linda Skendzel- Veteran Services
Nichole High – Program Dispatcher

Chairman Palmquist convened the meeting 3:00 p.m.

Public Comment: None

Welcome/Introductions: Aaron welcomed everyone and thanked them for coming. Everyone introduced themselves.

Minutes: Leann moved to approve the minutes for January 15, 2019, April 16, 2019, July 16, 2019 and October 15, 2019 as presented. George seconded. Passed with a unanimous decision.

Update – Anita:

Anita presented to those present at the meeting the current revenue/expense reports for the Special Transportation Fund. Kate has added the STIF line and added a few more revenue and expense lines. Doing well with all the funds. The reports look like it is incorrect for projections due to Kate not getting the journal entry into the fund yet. Anita will let the board know when the STF and STIF fund has been combined. Anita has reached out to the Region 5 Coordinator, Frank Thomas to ask if the two boards can be combined and what would need to be done in doing that. Frank sent the questions to his bosses at the State and it has been undetermined at this time what will be allowed. Discussion was held about what might have to be done if the committees are combined and how there may need to be something in the by-laws that shows the combining of the two committees and their individual by-laws. More information will come of this when the State has more information.

Aaron requested that the revenue and expense reports be emailed before the meeting day. Leann also requested that the meeting dates be set for the full calendar year.

Anita stated that the new bus that has been ordered is still set to be delivered the last part of February or the first part of March. Discussion was held.

George asked what the next vehicle replacement plan was. Anita stated that the Heppner STF Van has reached the useful life and can be replaced at any time. The next would be the Irrigon Bus but is has not reached its useful life in miles. Aaron asked when we receive full ownership of the vehicles when they are purchased with Grant funds. Anita stated that they would be property of the State indefinitely. When we decide to sell or get rid of the vehicle, we would contact the State for the Title but cannot do so until the vehicle is ready to be put out of service. The funds that are received by the sale of a vehicle would go back into the vehicle reserve fund and can be used for future purchases.

Karen asked if Anita put the report together. Anita said she did not. It was something that she prints off the shared drive. Sheryll asked if the STF fund was going to be short and Anita explained how Governor Kate Brown pulled 10 million dollars from the STIF, from an unexpected overage to cover the STF fund for the year.

Karen brought up some concerns about how the financial reports are prepared. It seems that the reports are very hard to read. These reports should be user friendly for all. Aaron agrees, that this accounting system is not easy to read. Anita suggested that any questions that the Board has, should be directed to Kate.

There are no further questions on the revenue and expense reports.

The Ridership is down and we are unsure of the specific reason. Two weeks in February of the last year the program was shut down due to weather and shortage of drivers. Karen asked why the year in 2017 was so much better and Anita said that the Eclipse was a major part of that. She was unsure of any other reasons. Karen and Aaron asked to get a spreadsheet of rides by community.

Aaron asked how the fixed route riders is going to be tracked. Anita noted that the driver will be doing that manually.

Anita stated that the Budget is not going to change. She presented last year's Budget. The only things that could change is a 5310 Grant that the program is applying for to place video surveillance in all the vehicles for the protection of our passengers and drivers both. The dollar amount should stay the same since it is the second year in a two-year biennium. The match that would be used in the grant would be used with the MDT project that we currently have money for.

Other Business-

Linda Skendzel asked if there is a need for drivers, how is it being promoted. The board stated that it was being advertised on the County website, at Chamber and has ads ran in the newspaper. There has been outreach during the "First Fridays" that was held in Heppner but the best way to promote is by word of mouth. Anita did state that all of the Transportation industry is struggling finding drivers.

Linda also stated that it was brought to her attention that a driver had been driving to the Airport in Portland and she asked the Board their thoughts on if that is the way that the money of the program should be spent or if it should be spent on medical trips. She asked if there were limitations that should be put on rides. Linda stated that she has had Veterans that have been unable to get rides, but yet there are people getting trips to Portland to the Airport. George asked Linda if she knew for certain if they were turned down because of the trip to the Airport and Linda said no, she was not certain. Anita stated that rides are combined and medical trips and rides to and from the Airport. The program is public transportation and if stipulations are put in place, they need to be clearly stated in a manual of some kind. Karen stated that the program is not strictly medical drivers, it is public transportation and you

cannot discriminate who gets to go. George stated, how do you know that they are not flying from the airport for a medical treatment?

Aaron stated that moving forward, the situation will be looked out. Anita stated that the program will have demand response even with the fixed route coming.

Linda said that her concern was when the Veterans are unable to get transportation for procedures and other medical appointments with people that have no family around. It was stated that the program does not do last minute appointments. It very rarely works out that there is a cancelation and the same day call can get in.

Aaron asked to look into a hypothetical system like CareVan. Where the program would only be dedicated for medical rides for the entire Morrow County.

Karen asked if the board was going to do another Appreciation Dinner or some type of recognition for the drivers. We currently have approximately 10 drivers. Discussion was held about the possibility of a training dinner. Talk about a dinner for next fall and getting cards with coffee cards in each card for each driver in their town they live in. The Board donated money towards coffee cards to be purchased for the cards. Leann stated that someone should go to a Board of Commissioners meeting and ask for money from their Discretionary fund for appreciation. Aaron stated that he would be willing to talk to the Board of Commissioners about funding.

Next meeting will be April 21, 2020 at 3:00 p.m. in South County.

Meeting ended 4:05 p.m.

Respectfully Submitted
Nichole High