

## **The Loop - Morrow County Transportation**

Special Transportation Fund (STF) Advisory Committee Meeting Minutes  
July 20<sup>th</sup>, 2021 at 3:00 pm

Irrigon City Hall – Large Conference Room • 500 NE Main Ave. • Irrigon, OR 97844

### **1. Call to Order, Welcome and Roll Call**

Call to Order at 3:02

Welcome

George Nairns

Aaron Palmquist – Chair

Sheryll Bates – Vice

Heidi Turrell

Katie Imes

Scott Green

Debbie Radie

### **2. Public Comment**

No Public Comment

### **3. Approve Minutes**

April 20<sup>th</sup>, 2021

Motion to Approve by Aaron, 2<sup>nd</sup> by George – Motion Approved and Carried

### **4. Update -Transportation Coordinator, Katie Imes**

#### **a. Covid-19 – Policy Update, CARES funding – passenger/driver barriers, sanitization equipment, hazard pay, advertising**

Covid-19 Policy Update June 2021, still requiring masks and sanitation. We now have passenger barriers installed.

Sheryll – Can it be removed when no longer needed?

Katie – Yes, they were easily installed and can be easily uninstalled.

#### **b. Ridership/Drivers**

We are still looking for drivers. Have had only applicant

Heidi – We are getting really busy, and we have had riders/drivers coming from other communities to fulfil drives.

Debbie – There is an article in the East Oregonian about all the job openings and no one willing to work.

Katie – We are prioritizing medical appointments. We would like to start the weekly shopping trips, but not enough drivers.

Our vet cancellations/denials are low.

Scott: What accounts for a denied ride?

Heidi: It is usually when we do not have a driver available as we are first come first serve.

**c. Budget**

216 Budget: Full Year of Income

Any questions? None

226 – Vehicle Reserve

Matching funds to/from

New Vehicles are in Categories:

E: Mini Vans

D: 14 Passenger Bus

C: 22 Passenger Bus

Planning on Purchasing more Vehicles

504 – Revenue

Moved VET 216 to the 504 account, we want all the federally funded revenue together.

We will be getting more discretionary, meaning use it or lost.

Drug & Alcohol has been added

Cares \$ will coming out Grant 5311

Debbie: Expenditures Explanation?

50/50 Coordinator Pay, why is this negative? The 504 account pays for 50% of the coordinator pay.

Katie: This account was not in the best shape, matching & cares \$. Cares is a reimbursable grant.

Debbie: Why are the benefits so high?

This includes the taxes as well; we will break it down further next time so we can see the actual benefits vs taxes.

Capital Outlay for Equipment, we have installed video surveillance, which includes GPS, audio/video, 5310 Discretionary, 50% grant/50% STIF

Debbie: Does this affect the vehicle insurance?

Katie: Unknown, we will look into it.

Debbie: Fuel costs: Do we have a contingency?

Katie: Costs come from both 504 and 216.

Debbie: Is there any thoughts about going green/electric vehicles?

Katie: Yes, the problem is can we keep green vehicles going in such a rural community? Oregon has plans to be green by 2035 maybe there is will be options in the future.

Katie: Keep in mind this budget is for the end of the fiscal year.

**d. Operating Plan FY 2021-2022**

Any Questions? None, this is a living document so any changes can be made.

**e. Equipment Install – Video Surveillance**

Talked about this earlier

**f. STF Agreement**

Formula \$, maybe \$1000 less than last year. This is received in quarterly payments. On page 11 you will see the statement of work.

**g. Other Agreements – Kayak, CareVan, 5310, 5304**

Kayak comes into Irrigon Monday thru Saturday.

Purchase Service Agreement to Kayak is paid quarterly.

Scott: What is the difference between STF and STIF?

STF: is Seniors, Vets, Etc.

STIF: General Public, Everyone, Fixed Route Services

Carevan was increased to \$6500 from \$5500. This is an operating cost.

Last Updated 2013

5310 Federal Funds Biennium

½ Coordinator, Preventative Maintenance, Contracted Services: CareVan

5304 Federal Funds will be used to update the Human Services Coordinated Plan, which was last updated in 2016, required to update every 5 years.

We will be hiring a professional planning firm and they will be talking to the Vets, Medical Professionals, Etc.

Debbie: why would they require this?

Katie: This is the plan and goals for our services to the Public. It is an ODOT requirement. Every 5 years, employment right to services. This is to listen to the public.

Katie & Heidi will be part of the management project team.

This funding only comes around every 7 years.

**5. Other Business**

a. STF Committee Membership - Four Vacancies to be filled

Aaron: I would like to add George Nairns to community development.

Katie: I would need to ask Darrell.

Maybe we should be asking CCS from Boardman, or Juli Kennedy from Lexington.

b. STF/STIF Consolidation Timeline

No other questions? None

George moves, Aaron seconds, and Sheryll approves.

Next Meeting:

October 19th, 2021 in Boardman, location to be announced.

Adjourn:

4:15