



Salem Area Mass Transit District
Board of Directors Meeting
May 25, 2023

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Salem Area Mass Transit District
Board of Directors Meeting Minutes

Senator Hearing Room: 555 Court St. NE, Salem, Oregon 97301

May 25, 2023

Full Video of Board Meeting can be accessed at: https://www.youtube.com/playlist?list=PLSUQ1gg6M78XRjv71liYD_YiUu7ABEx92

Attendees:

Board: President Ian Davidson, Directors Ramiro Navarro Jr., Sadie Carney, Maria Hinojos Pressey, and Bill Holmstrom. Absent: Sara Duncan

Staff: General Manager Allan Pollock, Deputy General Manager David Trimble, CHRO Christina Conner, CFO Denise LaRue, CCO Patricia Feeny, COO Tom Dietz, Strategic Initiatives Administrator Bobbi Kidd, Service Planning Manager Chris French, Contract/Procurement Dan Knauss (Virtual), Customer Service Manager Seth Hamlin, Transit Planner II Ted Stonecliffe (Virtual), and Executive Assistant Kirra Pressey.

Guest: Legal Counsel Sara Sayles (Virtual).

I. CALL TO ORDER

- A. President Ian Davidson called the meeting to order at 6:30 P.M. Attendance was noted and a quorum was present.

- B. Safety Moment: May is National Bike Month according to the League of American Bicyclists. GM Allan Pollock discussed the many hazards bicyclists face and provided the ever-increasing mortality rates. He listed the many safety precautions that can be taken to increase the rider's safety.

II. ANNOUNCEMENTS / CHANGES TO THE AGENDA - None

III. PRESENTATION(S) - None

IV. PUBLIC COMMENTS

The Board received verbal public comment from Donald Davis for their review and consideration. The comment can be heard on the May 25, 2023 Board Meeting Recording and can be accessed here: <https://www.capitalcommunitymedia.org/all>.

V. CONSENT CALENDAR

Presenter: President Davidson

Staff Report: Pg. 4-16

A. Approval of Minutes

- 1. April 27, 2023 Board of Directors Work Session
- 2. April 27, 2023 Board of Directors Meeting

B. Routine Business Items

1. Adopt Resolution 2023-06; Approve FY 24 FTA 5310 Apportionment.

Motion:	Approve the Consent Calendar
Motion By:	Director Maria Hinojos Pressey
Second:	Director Sadie Carney
Vote:	Motion Passed Unanimously

VI. ITEMS DEFERRED FROM THE CONSENT CALENDAR - None

VII. ACTION ITEMS

- A.** Adopt FY 2024 Board Meeting and Work Session Schedule

Presenter: GM Allan Pollock

Staff Report: Pg. 17-21

GM Pollock discussed the previous meeting schedules adopted by the Board. He also presented two potential schedule options for the Board to consider (11-Meeting and 12-Meeting Schedule). GM Pollock was able to answer and/or provide clarification for all questions received from the Board.

Motion:	Adopt the 11-Meeting Fiscal Year 2024 regular Board meeting and work session schedule found in Attachment B.
Motion By:	Director Maria Hinojos Pressey
Second:	Director Sadie Carney
Discussion:	Director Bill Holmstrom voiced he would prefer an earlier start time to both the Work Session and Board Meeting.
Friendly Amendment:	Begin both Work Sessions and Board Meeting at 5:30 P.M. Director Ramiro Navarro Jr.
Accepted By:	Director Maria Hinojos Pressey Director Sadie Carney
Vote:	Motion Passed Unanimously

VIII. INFORMATIONAL REPORTS

A. FY2023 Q3 Strategic Report

Presenter: Strategic Initiatives Administrator Bobbi Kidd

Staff Report: Pg. 22-27

Bobbi Kidd provided an overview of the success outcomes for FY23 and discussed the current progress. She also highlighted the progress of TransDASH, indicating it is live on the internal portal and by end of FY23 it will be live to the public.

B. FY2023 Q3 Performance Report

Presenter: Service Planning Manager Chris French

Staff Report: Pg. 28-66

Chris French provided a look into ridership totals and averages by route and day for Q3.

C. FY2023 Q3 Finance Report

Presenter: CFO Denise LaRue

Staff Report: Pg. 67-73

Denise LaRue presented the financial report for Q3, indicating the finance department will be watching closely during Q4 to ensure, if needed, a budget amendment is presented to the Board prior to the end of fiscal year 2023.

D. Electronic Fare System Briefing

Presenter: Customer Service Manager Seth Hamlin

Staff Report: Pg. 74-75

Seth Hamlin provided an update on the electronic fare system implementation. He also discussed next steps of installation as well as the soft launch. He brought a Validator 100 Electronic Fair Reader (the reader to be installed in the fleet) for the Board to view and provided a demonstration of its efficiency and ease of use.

IX. GENERAL MANAGER'S REPORT

GM Pollock provided the General Manager's report.


X. BOARD REPORT

President Davidson and Directors provided reports on committees and activities in which they represent SAMTD.

XI. ADJOURN

President Davidson adjourned the meeting at 8:23 P.M.

Respectfully Submitted



Ian T. Davidson, President

