

Community Advisory Committee June 18, 2024 | 5:30 PM – 7:30 PM

In Person and Via ZoomGov:

[https://cherriots-
org.zoomgov.com/j/1606319216?pwd=RTBsdjdhYmVPTXFwbUFENTJzOVArUT09](https://cherriots-org.zoomgov.com/j/1606319216?pwd=RTBsdjdhYmVPTXFwbUFENTJzOVArUT09)

Phone Number: (669) 254-5252 | **Meeting ID:** 160 631 9216 | **Passcode:** 150345

CAC AGENDA

1. CALL TO ORDER AND ATTENDANCE

- a. Safety Moment
- b. Additions/Changes to Agenda

2. ANNOUNCEMENTS

- a. Introduce new Chief Information Officer – Art Boulanger

3. PUBLIC COMMENT*

4. APPROVAL OF MINUTES

- a. Minutes of Meeting: April 16, 2024

5. EXECUTIVE MEETING MEMBER SELECTION

6. PRESENTATIONS

- a. Safety & Security Overview – Karen Garcia, Security and Emergency Management Manager
- b. Communications Update – Patricia Feeny, Chief Communications Officer

7. DISCUSSION ITEMS

- a. Grant Session Briefing
- b. Cherriots ITS Accessibility

8. ACTION ITEMS

9. FUTURE AGENDA ITEMS

- a. Updated CAC Bylaws
- b. Van Pool Program – Kiki Dohman, Commuter Options Coordinator

10. ADJOURNMENT

***Public Comment:** Designated time for community members to comment before the committee on transit-related business, is limited to three (3) minutes. Public comments are accepted in writing, by email, in person, or by ZoomGov. Written comments will be submitted and entered in to the record if it is received by 5:00 P.M. on the day of the meeting.

Email: cac@cherriots.org

Mail: Attn: Community Advisory Committee, 555 Court St. NE, Suite 5230, Salem, OR 97301

Closed Captioning (CC): ZoomGov's live streaming platform includes Closed Captioning (CC). It is a good tool for aiding viewer participation in the meeting. However, CC does not always translate accurately.

Alternative Formats: With 48 hours of notice, ASL services, and alternate formats for individuals with limited English proficiency are available. Requests can be made to the Clerk by phone at 503-588-2424 or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

***Comentarios del público:** Tiempo designada para que los miembros de la comunidad testifiquen ante el Comité sobre cualquier tema relacionado con el transporte público, limitado a tres minutos. Se aceptan comentarios públicos por escrito, por correo electrónico o a través de ZoomGov (el testimonio escrito se enviará y se registrará en el expediente si se recibe antes de las 5:00 p. m. del 18 de junio de 2024).

Correo electrónico: cac@cherriots.org

Correo: Attn: Community Advisory Committee, 555 Court St. NE, Suite 5230, Salem, OR 97301

Subtítulos ocultos (CC): la plataforma de transmisión en vivo de ZoomGov incluye subtítulos ocultos (CC). Es una buena herramienta para ayudar a los espectadores a participar en la reunión. Sin embargo, CC no siempre se traduce con precisión.

Formatos alternativos: Esta es una reunión pública en un lugar accesible a la ADA. Con 48 horas de anticipación, se encuentran disponibles audífonos y servicios auxiliares, y formatos alternativos para personas con dominio limitado del inglés. Las solicitudes se pueden hacer al Secretario por teléfono al 503-588-2424 o con la ayuda de TTY: Oregon Relay Services al 1-800-735-2900 (o 711). El horario de oficina de la administración de Cherriots es de lunes a viernes de 8:00 A.M. 5:00 P.M.



MINUTES OF THE
April 16, 2024
COMMUNITY ADVISORY COMMITTEE MEETING – HYBRID
5:30 PM – 7:30 PM

Present Members:	Sue Coffin, Chair; Judi Richards, Vice-Chair (Virtual); Marja Byers, Member; Lucy Edwards, Member; Erin Ross, Member (Virtual); David Levy (Virtual), Member; Ron Rubel, Member (Virtual)
Absent Members:	Joe Tilman, Member
Board:	Bill Holmstrom, Cherriots Board of Directors
Staff:	Tom Dietz, COO; Gregg Thompson, Maintenance Manager; Lisa Krahl, MTM, Herminia Abrego, MTM
Guests:	Lisa Carignan, Outreach Representative and Tony Smith, Mobility Assessment Evaluator
Recorder:	Crisandra Williams, Executive Assistant

1. **CALL TO ORDER AND ROLL CALL** - Chair Sue Coffin called the meeting to order at 5:30 p.m. A quorum was present.
 - a. **Safety Moment** – Tom presented a safety message on motorcycle and bicycle safety.
 - b. **Additions/Changes to the Agenda** – None.
2. **ANNOUNCEMENTS**
 - a. **Board of Directors Work Session Update** – Director Holstrom presented information from the Board of Directors Work Session. The Board would like to keep the diversity of the community represented in the Community Advisory Committee. The Board would also like to have joint sessions with the Community Advisory Committee.
3. **PUBLIC COMMENT** – None.
4. **APPROVAL OF MINUTES - Minutes of February 20, 2024**

Motion:	Motion to approve the meeting minutes of February 20, 2024
Motion by:	Member Lucinda Edwards
Second:	Member Marja Byers
Vote:	Motion passed by those in attendance.
Discussion:	None
5. **PRESENTATIONS**
 - a. **Ridership Performance Report** – Chris French, Service Planning Manager, presented the Quarter 2 Performance Report which covers October to December 2023. Route performance has continued to grow this quarter. Target performance is 10 boarding per revenue hour. Ron wanted to know if we had data on why riders are riding the bus. Cherriots currently is conducting a ridership survey which will be presented at a future meeting.
 - b. **ADA Eligibility** - Tony Smith, Mobility Assessment Evaluator, presented information on the ADA eligibility process including the information he provides to customers during the eligibility interview. There is a physical and cognitive assessment. Last year there were 555 applicants. Tony works with county case workers to help set up services for their clients.
 - c. **Travel Training** - Lisa Carignan, Outreach Representative, presented information on the travel training program. The program is free and open to anyone who wants to know how to use our services. There is a request form online. Part of the training is showing how to use the online tools to plan the trip. Lisa also provides mobility device training.

6. DISCUSSION ITEMS

- a. Youth Recruitment** - There have been several options discussed on how to get youth involvement in the committee. We are currently revising the Community Advisory Committee Bylaws and there will be more developments in the future.

7. ACTION ITEMS – None.

8. FUTURE AGENDA ITEMS

- a.** BEB Project and Ribbon Cutting Ceremony
- b.** Safety & Security Updates
- c.** Vanpool
- d.** Ridership Survey

9. ADJOURNMENT

Motion:	Motion to adjourn the meeting at 6:32 p.m.
Motion by:	Member Marja Byers
Second:	Member Lucy Edwards
Vote:	Motion passed by those in attendance.

Next Meeting: June 18, 2024

DRAFT