



**MINUTES OF THE
October 15, 2024 - 5:30 PM – 7:30 PM
COMMUNITY ADVISORY COMMITTEE MEETING – HYBRID**

Present Members:	Judi Richards, Vice-Chair; Marja Byers, Member; Erin Ross, Member (Virtual); David Levy, Member; Joe Tilman, Member (Virtual); Bryan Casey, Member; Lucinda Edwards, Member;
Absent Members:	Ron Rubel, Member
Board Liaison:	Ramiro Navarro, Cherriots Board of Directors
Staff:	Tom Dietz, COO; Zach Leeth, Maintenance Manager; Don Clifford, Transportation Manager; Ben Sawyer, Contracted Services Manager; Michelle Buie, MTM
Recorder:	Crisandra Williams, Executive Assistant

1. **CALL TO ORDER AND ROLL CALL** – Vice-Chair Richards called the meeting to order at 5:30 p.m. A quorum was present.
 - a. **Safety Moment** – Member Byers presented a safety message on White Cane Safety Day. Member Ross also provided information.
 - b. **Additions/Changes to the Agenda** – None.

2. ANNOUNCEMENTS

- a. **Youth Member Update** – COO Dietz updated the committee on their recommendation for the youth member. The application was pulled from the Board Meeting after learning they will not be in Oregon the majority of the year.

3. PUBLIC COMMENT – None.

4. APPROVAL OF MINUTES - Minutes of August 20, 2024

Motion: Motion to approve the meeting minutes of August 20, 2024
Motion by: Member David Levy
Second: Member Marja Byers
Vote: Motion passed unanimously.

5. ROUNDTABLE/DISCUSSION ITEMS

a. Committee Officer Nominations –

Motion: Motion to nominate Judi Richards as Chair for the Community Advisory Committee for a term of 12 months

Motion by: Member David Levy

Second: Member Marja Byers

Vote: Motion passed unanimously.

Motion: Motion to nominate Marja Byers as Vice-Chair for the Community Advisory Committee for a term of 12 months

Motion by: Member Lucinda Edwards

Second: Member David Levy

Vote: Motion passed unanimously.

- b. Holiday Service Discussion** – COO Dietz provided an update on the holiday service schedule. If the Board approves, the District will transition to a Saturday-level service on holidays they operate, next fiscal year. This change would affect holidays where the District currently runs reduced services, allowing buses that do not typically run Sundays to operate. The only days the District does not operate are Thanksgiving Day, Christmas Day, and New Year’s Day.
- c. Committee Roundtable** –The committee and staff went around and gave their background information. Next meeting members will discuss what work they have done in the past two months meeting in the community.
- d. Open Discussion** –
 - i.** COO Dietz updated the committee on the BEB and CITS projects. Committee members would like a BEB tour at a future CAC meeting. CITS installation slowed the BEB deployment. Real time arrival is expected to go live in late November.
 - ii.** Member Ross raised concerns about the Umo app upgrade over the summer, stating that it caused significant changes, including the erasure of favorited stations and routes. Additionally, real-time arrival information for Route 19 has been removed. She also shared that the app is no longer reliable and inquired whether anyone is aware of these sudden changes and if the software developer is working to resolve the issues.

6. ACTION ITEMS – None.

7. FUTURE AGENDA ITEMS

- a.** Updated CAC Bylaws
- b.** Capital Project Update
- c.** South Salem Transit Center

8. ADJOURNED – Vice-Chair Richards adjourned the meeting at 6:27 p.m.

Next Meeting: December 10, 2024