

Community Advisory Committee

October 15, 2024 | 5:30 PM – 7:30 PM

In Person and Via ZoomGov:

<https://cherriots-org.zoomgov.com/j/1611254166?pwd=VonWmWMY3Q9NKDPa2vlfmWsjZHWM15.1>

Phone Number: (669) 254-5252 | Meeting ID: 161 125 4166 | Passcode: 305129

CAC AGENDA

1. CALL TO ORDER AND ATTENDANCE

- a. Safety Moment – International White Cane Safety Day – Marja Byers
- b. Additions/Changes to Agenda

2. ANNOUNCEMENTS

- a. Youth Member Update

3. PUBLIC COMMENT*

4. APPROVAL OF MINUTES

- a. Minutes of Meeting: August 20, 2024

5. ROUNDTABLE/DISCUSSION ITEMS

- a. Committee Officer Nominations (Chair/Vice Chair)
- b. Holiday Service Discussion
- c. Committee Roundtable

6. ACTION ITEMS – None

7. FUTURE AGENDA ITEMS

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

8. 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

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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
August 20, 2024
COMMUNITY ADVISORY COMMITTEE MEETING – HYBRID
5:30 PM – 7:30 PM**

Present Members:	Sue Coffin, Chair; Judi Richards, Vice-Chair; Marja Byers, Member (Virtual); Erin Ross, Member; David Levy, Member; Ron Rubel, Member (Virtual). Joe Tilman, Member (Virtual); Bryan Casey, Member
Absent Members:	Lucy Edwards, Member
Board:	Ramiro Navarro Jr., Cheriots Board of Directors
Staff:	Tom Dietz, COO; Zach Leeth, Maintenance Manager; Don Clifford, Transportation Manager; Ben Sawyer, Contracted Services Manager; Michelle Buie, MTM
Guests:	Kiki Dohman, Commuter Options Coordinator
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 Back-to-School Safety.
- b. **Additions/Changes to the Agenda** – None.

2. ANNOUNCEMENTS

- a. **Welcome New Member, Bryan Casey** - Tom welcomed the newest CAC member, Bryan Casey. The committee and staff introduced themselves. Bryan discussed his background and what interested him in joining the Community Advisory Committee.

3. PUBLIC COMMENT – None.

4. APPROVAL OF MINUTES - Minutes of June 18, 2024

Motion:	Motion to approve the meeting minutes of June 18, 2024
Motion by:	Member David Levy
Second:	Member Judi Richards
Vote:	Motion passed by those in attendance.
Discussion:	None

5. PRESENTATIONS

- a. **Vanpool/Commuter Options Program**– Kiki Dohman, the Commuter Options Coordinator, presented an overview of the Commuter Options Program, part of the Planning & Development Division, serving Marion, Polk, and Yamhill Counties. Oregon is the first state with a statewide transportation options plan, and this program is 100% federally funded. It offers bus transit, vanpool, carpool, pedestrian, telework, and bike options. Kiki highlighted recent projects and campaigns, with a focus on the vanpool program, which is partnered with Commute with Enterprise. She reviewed FY24 vanpool statistics, noting that some vans are shared among different employers, with volunteer drivers who are also riders. The program allows for flexible pickup locations, and riders can request accommodations. Commute with Enterprise provides emergency ride coverage, and half of the vanpool riders speak English as a second language. While demand currently matches supply, potential funding challenges could

arise. Later this year, Enterprise will launch a new, more flexible, on-demand platform for vanpool services.

6. ROUNDTABLE/DISCUSSION ITEMS

- a. Orientation** - Tom will be presenting a formal orientation packet once the Board of Directors reviews the information. Tom highlighted some information on what a member's role is and how the staff committee members will be able to help with questions and guidance. The Board of Directors will be updating the Bylaws and provide projects as needed.
- b. Committee Roundtable** -
 - i.** Judi Richards - Judi spoke with the Vocational Rehab counselor at Chemeketa Community College who will discuss membership with their students.
 - ii.** David Levy - David asked if Don has heard any problems with the outbound library bus. Don has not.
 - iii.** Ron Rubel - Ron would like information on past projects and potential new projects to guide them.
 - iv.** Erin Ross - Erin suggests scheduling local buses to arrive at KTC before the first 80x out to Woodburn and Wilsonville. Tom will discuss that with Planning Division.
 - v.** Bryan Casey - Bryan suggests one or two operators go to the board meetings every month to provide input, if needed. Bryan suggested utilizing the school art departments for future bus wrap campaigns. Bryan also suggests putting a map on detour signs and make them bigger, possibly two signs. Bryan emphasizes the importance of our current shelters.
- c. Recruitment Discussion** - We currently have four at-large positions instead of one, leaving business, education, and youth underrepresented. Tom asks members' keep thinking about recruiting for these specific roles. Erin suggests renaming the "Ethnic Member" position to something more appropriate.
- d. Open Discussion** -
 - i.** Tom and Zach provided information on last week's VIP BEB event at KTC, discussed the BEB rollout, bus and charging specs, and information on maintenance outfitting and training.
 - ii.** LIFT Fleet Replacement - Tom went over the replacement timeline. All buses are still in their useful life cycle. We should have 16 new buses in the next few years.

7. ACTION ITEMS –

- a. Membership Recommendation** - Benjamin Slater. The committee unanimously recommends Benjamin Slater's application to join the committee be presented to the Board of Directors at their September meeting.

8. FUTURE AGENDA ITEMS

- a.** Updated CAC Bylaws
- b.** Terms/Elections – October
- c.** Holiday Service Discussion

9. ADJOURNMENT

Motion: Motion to adjourn the meeting at 7:11 p.m.
Motion by: Member David Levy
Second: Member Judi Richards
Vote: Motion passed by those in attendance.

Next Meeting: October 15, 2024

DRAFT