

Salem Area Mass Transit District
Community Advisory Committee

December 10, 2024 | 5:30 PM – 7:30 PM

This meeting is open to the public - see page 2 for available formats.

AGENDA

1. CALL TO ORDER AND ATTENDANCE

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

2. APPROVAL OF MINUTES

- a. Minutes of Meeting: October 15, 2024

3. PUBLIC COMMENT*

4. ANNOUNCEMENTS

- a. New Chief Safety Officer, Cliff Carpentier

5. ROUNDTABLE/DISCUSSION ITEMS

- a. Quarterly Communication Division Update – Patricia Feeny
- b. CIP Highlights – David Trimble, Deputy General Manager and Melissa Kidd, Capital and Project Control Manager
- c. Committee Roundtable – Updates: Community Meetings/Outreach/District Business

6. FUTURE AGENDA ITEMS

- a. Updated CAC Bylaws

7. ADJOURNMENT

Available meeting formats:

- In Person: Senator Hearing Room at Courthouse Square, 555 Court Street NE, Salem, Oregon 97301
- Zoom Gov:
Phone Number: (669) 254-5252
Meeting ID: 160 573 1339
Passcode: 316670
<https://cherriots-org.zoomgov.com/j/1605731339?pwd=6t6M0aynSg34SKAKbA5UA8inPABa3J.1>

***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.
- El testimonio escrito se presentará y se registrará en el expediente si se recibe antes de las 5:00 p.m. el día de la reunion.
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
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