

Statewide Transportation Improvement Fund (STIF)
Advisory Committee Meeting Minutes
Joseph Building Annex Conference Room
Thursday, December 15, 2022

Present: Mike Boquist, Committee member
Brian Blais, Committee member
Nora Croucher, Committee member
Cheryl Jarvis-Smith, Committee member
Kane Lester, Committee member
Patrick Hemann, CCNO Transit Manager
Angie Jones, ODOT Region 5 RTC
Shelley Burgess, Union County Administrative Officer
Allison Moore, Senior Department Specialist

Call to Order

Mike Boquist, Committee Member, called the advisory committee to order at 1:30 PM.

Election of Chair

Mike Boquist nominated Nora Croucher as Chair. Brian Blais seconded. Motion carried.

Introductions

Introductions were given by each present committee member and Union County staff.

STIF Plan Application Review

Shelley Burgess, Administrative Officer, presented a brief summary to the advisory committee regarding the 2023-25 STIF Plan along with the proposed projects for their input before recommendation to the Commissioners for their approval.

Mrs. Burgess summarized Project 1, which is a Qualified Entity Administrative fee up to \$12,000 each quarter that Union County charges for grant reporting services on behalf of Community Connection of Northeast Oregon. Total allocation of \$24,000. The county does not bill a quarterly set amount, grant logs are maintained for time spent on this particular project and invoiced when submitting reports in OPTIS.

Kane Lester, Public Transit Manager, provided a PowerPoint presentation and briefly went over each project by the following:

- Project 2 – Deviated Fix Route - \$723,704 for FY 2024-25
- Project 3 – CatLink - \$157,147 for FY 2024-25
- Project 4 – Greyhound Connection Office - \$33,00 for FY 2024-25
- Project 4 – Maintain & Improve Current Outdated Fleet - \$50,000 for FY 22024-25
- Project 6 – Rides to Wellness - \$105,000 for FY 2024-25

Anticipated STIF funds are in the amount of \$983,451 and unspent funds in the amount of \$109,400, totaling a grant amount of \$1,092,851.

Angie Jones, Region 5 Transit Coordinator, indicated that there were some concerns from the public in combining the Fixed Route with the Deviated Fixed Route. The public would have liked a meeting held sooner to address the new route with staff, and community members. There were several concerns that the proposal seems to be the same as last fiscal year. Transit Coordinator Jones wants to be sure that CCNO did their due diligence in accepting public input. She asked for clarification if a passenger gets on the bus at Walmart and requests a deviation to be dropped off at their house. Even if their house is along the same route, but up two blocks, is the bus going to deviate to drop them off and continue on the route, or call another bus. If that is the case, then CCNO is not truly offering a deviated fixed route.

Kane Lester indicated that if it is two blocks away, it is not compromising the bus schedule. Transit Coordinator Jones recommended adding 10 minutes for wiggle room so it doesn't make the next route late.

Kane Lester indicated that a public meeting will be held after the first of the year for public feedback on the new route. It will be advertised on the radio, and on the website to get the word out.

On behalf of Chair Nora Croucher, Administrative Officer Burgess asked if there were further questions for CCNO.

Cheryl Jarvis-Smith, asked if this was a pilot to explain the new routes. Mr. Lester indicated that he used these colors during the presentation, so there wasn't any confusion and in the long run he will leave that up to Mr. Hemann as the new Transit Manager. She indicated that it might be a challenge for those riding the bus who are colorblind. Mr. Lester will do his research in the meantime.

Cheryl Jarvis-Smith recommended marketing for the transfer to Baker. Links to jurisdictions on the CCNO website. The other piece to this appears to be a reduction in services on the CatLink. Kane Lester indicated they are having to turn down rides due to being in Elgin. They are trying to get to the point of folks making appointments around the bus schedule. She also indicated that the marketing needs to be broadened outside of La Grande and Island City, more countywide. Mr. Lester said there should be QR codes on the bus to download the schedule.

Angie Jones, recommended provide links on the CCNO and Union County website for available public transit services in the region. Shelley Burgess, Administrative Officer, indicated that the county website will soon be updated to direct people to the CCNO website.

Cheryl Jarvis-Smith recommended using the "Get There" app to initiate more ridesharing.

Brian Blais appreciated the presentation and answered most of the things that he is currently focusing on. The new routes accommodate those that are in the Veteran's Village, the clinic and hospital.

Shelley Burgess asked Kane if he feels the need to add another project line with the existing projects to accommodate more marketing. Mr. Lester doesn't think that is necessary at this time. There will soon be a big push on notifying passengers once he is in his new role with CCNO.

Mike Boquist made a motion to approve the 2023-25 STIF Plan as presented. Cheryl Jarvis-Smith seconded. Motion carried.

Shelley reminded committee members that the Coordinated Human Services Transportation Plan has been finalized and Allison has provided a copy by email. She also notified the advisory committee that the STIF bylaws will need to be updated, and will be sent out for review soon. Once they are reviewed a meeting will be scheduled in the first quarter of the upcoming year to address that and possibly get an update on the new route.

Adjournment

Shelley Burgess adjourned the meeting at 2:45 pm.