

**Tillamook County Transportation District**  
Board of Directors Special Monthly Meeting  
Tuesday, July 17, 2018 – 6:30PM  
Transportation Building  
3600 Third Street, Tillamook, OR  
**Meeting Minutes**



1. Call to Order: Board Chair Judy Riggs called the meeting to order at 6:09pm
2. Pledge of Allegiance
3. Roll Call:

**Present**

**TCTD Board of Directors**

Judy Riggs, Board Chair  
Marty Holm, Vice Chair  
Gary Hanenkrat, Treasurer  
Jackie Edwards, Director  
Merrienne Hoffman, Director  
Melissa Carlson-Swanson, Director  
Jim Huffman, Secretary (via telephone)

**TCTD Staff**

Doug Pilant, General Manager  
Brent Olson, Superintendent  
Tabatha Welch, Accounting Specialist  
Cathy Bond, HR Specialist/Board Clerk

**Absent**

None.

**Guest**

San SunOwen, Ancillary Services Program Supervisor for Care Oregon and Columbia Pacific CCO

4. Announcements and Changes to Agenda: None
5. Public & Guest Comments: None.

**ACTION ITEMS**

6. Motion to Approve Resolution 18-18 In the Matter of Authorizing GM to Execute Columbia Pacific Coordinated Care Organization Non-Emergent Medical Transportation Services Delegation Agreement and Business Associate Agreement

GM Doug Pilant presented Resolution to the Board.

*These minutes contain materials which paraphrase and/or summarize statements made during this meeting. Only text enclosed in quotation marks report a speaker's exact words.*

**Motion** by Director Hoffman to Approve Resolution 18-18 In the Matter of Authorizing GM to Execute Columbia Pacific Coordinated Care Organization Non-Emergent Medical Transportation Services Delegation Agreement and Business Associate Agreement. *Motion Seconded* by Director Edwards. Board Chair Judy Riggs called for further discussion; followed by none, she called for the vote.

**MOTION PASSED**

By Directors Edwards, Hanenkrat, Holm, Hoffman, Huffman, Carlson-Swanson and Board Chair Judy Riggs.

7. Motion to Approve Resolution 18-19 In the Matter of Adoption the Template Blanket Purchase Agreement and Authorizing the GM to Execute Individual Agreements

Director Holm asked if TCTD would have to complete a BPA. San SunOwen answered that she would not need to do a separate BPA, that TCTD would just need to make sure they keep the same level of driver records.

**Motion** by Director Hoffman to Approve Resolution 18-19 In the Matter of Adoption the Template Blanket Purchase Agreement and Authorizing the GM to Execute Individual Agreements. *Motion Seconded* by Director Edwards. Board Chair Judy Riggs called for further discussion; followed by none, she called for the vote.

**MOTION PASSED**

By Directors Edwards, Hanenkrat, Holm, Hoffman, Huffman, Carlson-Swanson and Board Chair Judy Riggs.

**DISCUSSION ITEMS**

8. Staff Comments/Concerns. None

Adjournment: Board Chair Riggs adjourned the meeting at 6:25pm.

**These minutes approved this 23<sup>rd</sup> day of August 2018.**

ATTEST:

  
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Judy Riggs, Board Chair

  
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Doug Pilant, General Manager