

Tillamook County Transportation District
Board of Directors Special Meeting
Wednesday, May 3rd, 2023 – 4:00PM
Transportation Building
3600 Third Street, Tillamook, OR
Meeting Minute



1. Call to Order: Board Chair Mary Johnson called the meeting to order at 4:13 pm.
2. Pledge of Allegiance
3. Roll Call:

Present

TCTD Board of Directors

Mary Johnson, Board Chair
Gary Hanenkrat, Treasurer
Linda Adler, Secretary
Marty Holm, Director
Jackie Edwards, Director

TCTD Staff

Brian Vitulli, General Manager
Mike Reed, Operations Superintendent
Cathy Bond, Finance Supervisor
Natalie Zuercher, Admin Assistant/Board Clerk
Jules Hooter, Brokerage Manager

Guest

Jim Heffernan, Citizen
Will Chappell, Headlight Herald (Zoom)
Nathan Findling, Citizen (Zoom)

4. Update on SETD (Sunset Empire Transportation District) Suspension of Service:

GM Vitulli gave the following updates:

Referred to three articles regarding SETD service suspension. ODOT staff were fully engaged in this situation and Arla Miller has been working closely with them. It was not a delay in ODOT reimbursements as initially reported, it seems to be due to internal SETD financial misreporting. An audit will be conducted to see how deep and severe it is. SETD had a meeting today to see what to do.

Dir. Adler said they got a \$500,000 Oregon Transportation Infrastructure Bank (OTIB) loan with 3% interest from ODOT. They approved it and ODOT was there.

GM Vitulli responded that Arla Miller discussed this at a special NWOTA meeting held earlier in the day. Karyn Criswell, Administrator at ODOT's Public Transportation Division asked if the District could provide service in Clatsop

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County if reimbursed. Karyn had asked what type of service plan could be developed and implemented in Sunset Empire's service area.

Dir. Adler said the board passed and approved this loan.

Dir. Hanenkrat stated he understood it was up for review. He understood that the Board approved but didn't know if the State approved.

5. Emergency Service Request by Governor Kotek: GM Vitulli gave the following updates:

Governor Kotek wanted SETD service up and running by the following Monday. We will hear from Arla to get those facts. Cathy, Mike and I worked to develop a limited service plan for those individuals that need it most.

Monday, Wednesday, and Friday we are providing essential transportation for 3-4 dialysis patients. If we get approval from Arla Miller, we have a plan in place. We have two vehicles to dedicate to that service. We need two drivers and one dispatcher. This will be budget neutral, we would be reimbursed for our costs. We would go through an employment agency for staffing because the District does not have staff to spare. The staff would be trained and eligible for this work and this solution would be contingent on the agency being able to get employees.

Dir. Adler asked about our use of our vehicles for this service. FS Bond replied it's a liability.

GM Vitulli said it will be confusing for riders in Clatsop County to see SETD vehicles. There is POINT service from Portland to Cannon Beach and Astoria.

Dir. Holm asked if the service would be limited in scope. GM Vitulli responded yes.

FS Bond handed out a memo prepared with recommended paratransit services. Only providing 18 trips a day currently allowing members service for anything, but we are recommending medical services only.

BC Johnson asked about \$500,000 OTIB loan and expressed that it doesn't look like the service we provide would cost that much. GM Vitulli said it would be used to reimburse the District for the cost of providing service to Clatsop County.

Dir. Holm asked if there should be more service. FS Bond replied we take the risk of overextending ourselves, it's up to GM Vitulli. He will make a recommendation to the board for support that we have to offer. This memo is based off of what we know, had 50 minutes to complete this request.

GM Vitulli said this is contingent on ODOT's loan and if the employment agency can get employees quickly. Asked the Board if they are comfortable with us

moving forward with this plan if asked to. This isn't a formal request, and no resolution has been prepared.

Dir. Hanenkrat asked if we are being asked to go forward with the plan.

FS Bond said the loan does not exceed \$500,000 and contingent on employment of agency.

Dir. Hanenkrat expressed concerns with the union and drivers. FS Bond replied it will go through an agency so it won't be union.

Dir. Holm asked about fairness with not giving union drivers first pick. BC Johnson replied we don't have the staff from my understanding on this. We don't have time to recruit, SETD has no employees right now.

Dir. Hanenkrat asked if it's only medical rides. FS Bond replied yes, only paratransit, order to provide DAR (Dial-A-Ride) if necessary.

Dir. Holm asked about vehicle that would be provided with this service. GM Vitulli replied ADA accessible vehicles. OS Reed added that they're both aged vans scheduled for retirement from the fleet.

BC Johnson asked about speaking with legal counsel on this. FS Bond and GM Vitulli replied that they have not.

BC Johnson asked if we are only operating through June with hopes that SETD is back on their feet. GM Vitulli said that was the intention. This would carry them through the end of the fiscal year.

FS Bond said that Jeff Hazen asked for a million-dollar loan but was told that ODOT would provide half of that.

BC Johnson asked if Hazen was proposing that with full service. FS Bond replied that their payroll liability is significant.

Dir. Hanenkrat said after listening to the SETD meeting they seemed like they were getting this loan and starting service Monday. OS Reed added that the impression from Arla Miller was that the Interim Executive Director was going to be introduced and was going to request this loan. FS Bond said the Board came to that meeting to approve that loan, they needed authorization.

Dir. Holm said SETD getting up and running seems like a better resolution. FS Bond added they're in the middle of an audit.

GM Vitulli said ODOT is considering providing SETD with the loan, but that they were looking for other alternatives, which is why they reached out to us to see

if it was feasible. I will keep you informed with what I know. Dir. Hanenkrat added we should do everything and anything if needed with medical rides.

Dir. Hanenkrat said just keep us informed.

GM Vitulli said he agrees SETD should be doing this, they have staff and drivers, but the question came to us from the ODOT Administrator, I think at the time they were a little uneasy providing SETD with the loan.

BC Johnson asked if they asked other NWOTA partners. GM Vitulli replied no.

GM Vitulli said we should feel honored that they reached out to us for assistance, and we appreciate the Board's.

Motion by Dir. Adler authorizing the General Manager to move forward in helping SETD contingent on having funds in advance, the staff available, and to operate service no later than June 30, 2023 to provide emergency services based on the ask of Governor Kotek. *Seconded* by BC Johnson.

Motion Passed

By Directors Hanenkrat, Adler, Holm, Edwards, and Board Chair Johnson.

Dir. Holm asked about passes and NWOTA purchases. GM Vitulli replied we posted information on our website about service disruption. Our biggest impact is our customers can't travel farther than Cannon Beach.

Dir. Holm asked if Cannon Beach is a destination for most travelers. GM Vitulli said we do have some.

Dir. Holm said he wondered if we thought about extending services to Seaside. OS Reed replied that there are not that many folks going to Cannon Beach, but our repeat riders are different. Questions from passengers about getting to Seaside. We will have other discussions once we have more info about what we need to do with the service plan.

Dir. Holm said budget wise, what about the NWOTA contributions. Dir. Adler added we cut Columbia County in half. FS Bond replied its \$3,000 per quarter. Dir. Adler said she didn't know since they were struggling in the past.

FS Bond said Arla Miller expressed that she will be revising grants. This won't affect us. We won't spend their portion of projects because we aren't doing it. They are leaving the total same because if changed, it will invalidate the whole grant. It is a reimbursement grant, it's not formula, only asking for what's spent.

OS Reed said we are still utilizing the NWOTA passes. They are still available for purchase; we haven't addressed the communication on the website. You get the information as soon as we get it.

FS Bond said NW Rides is the same. Since those people don't have access to those passes in SETD. Jules has assigned and planned ahead of time with mileage reimbursement. This is just a disruption of service.

Dir. Holm asked if SETD rides are being absorbed by other providers. FS Bond replied yes, we have providers picking those up. They are helping the community.

Dir. Adler said there hasn't been disruption in medical rides. FS Bond replied these are people who aren't eligible with OHA. NW Rides is solid, CARE Oregon has reached out to get solutions as well.

Dir. Holm said, this hasn't happened before.

3. ODOT Update: GM Vitulli gave the following updates:
Update from ODOT via memo from Arla.

BM Hooter NW Rides memo.

OS Reed provided memo from TCTD Operations.

We want to provide actual information to our customers and staff, instead of rumors. We will continue to support our partner district and will do what's needed if asked.

Dir. Holm thanked GM Vitulli for thorough discussion.

OS Reed said there is some stress on the community wondering if we are next, it's happening with drivers as well. Trying to stay on top of it with communication. We will continue the path of communication with customers and staff.

FS Bond said Arla reminded us how public transit has stepped up, there has been outreach from TriMet. Has been impressive. I felt encouraged by today's meeting.

BC Johnson said we will be addressing Resolution #23-09 at later date. Planning for another meeting on Wednesday the 10th with a pending time.

Adjournment: Board Chair Johnson adjourned the meeting at 5:04 pm.

These minutes approved this 15th day of June 2023.

ATTEST:



Mary Johnson, Board Chair



Brian Vitulli, General Manager

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