

**AGENDA**

South Coast Business Employment Corporation 93781  
Newport Lane, Coos Bay, OR 97420  
Sept 13, 2021 9:00 a.m.

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This meeting will be accessible to the public via zoom. <https://zoom.us/j/667827645>  
Or Dial: +1 346 248 7799 or +1 929 205 6099; Webinar ID: 667 827 645

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. CHANGES TO AGENDA**
- 4. CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person)**
- 5. CONSENT AGENDA**

*This section allows the Board of Directors to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may only be discussed if it is pulled from the consent agenda.*

Approval of Minutes [August 9, 2021](#), [August 20, 2021](#), [August 27, 2021](#)

Accept the [Financial Report July 31](#) and [Balance Sheet July 31](#)

Approve the write off of an uncollectable amount of \$5,000 from ODOT

Background: Coos County in their role of pass-through entity of 5310 funds, took their administrative cut thereby reducing the District's receivable.

Proposed Motion: Accept the consent agenda as presented.

**6. OLD BUSINESS**

a. Compensation of Staff

In follow up to the last meeting, an Employee Feedback Survey was developed and distributed.

Document: [Tabulated survey results](#)

b. Update Driver Shortage and Service Curtailment

Positions as of 9/10/21	# Open	Offers Pending BGC/Physicals	Onboarding/ Training
Driver 1	0	2	1
Driver 2	0	0	0
Driver/Dispatcher	1	0	0

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Curtailment between Aug 30 – Sept 10

Bulldog – no service Sept 1 and Sept 2

Timber Express – no service Sept 1, 7 and 9

Bandon DAR – no service week of Aug 30 and Sept 9-10

No lunch relief – suspension of services during lunch break Charleston, Pirate,  
& Bulldog Aug 30 – Sept 10

Reduce Bay Area DAR from 2 bays to 1 bay Sept 7

Curtailment between Sept 13 – Sept 24

Bandon DAR – no service Sept 13, 14, 16, 17, 21, 23

No lunch relief – suspension of services during lunch break Charleston, Pirate,  
& Bulldog Sept 13-24

Reduce Bay Area DAR from 2 bays to 1 bay: Sept 15, 16, 20, 22, 24

**7. NEW BUSINESS**

a. Appointment of Interim General Manager

b. Signers and Authorized Agents on CCATD accounts

Due to the departure of the General Manager, David Hope, Immediate Past Board Chair, Dick Leshley, and Chief Financial Officer, Amy LeBaron, Umpqua Bank requires an updated Banking Resolution and Signature Cards to remove Mr Hope and replace with [name] as Interim General Manager, remove Dick Leshley and replace with Doug Veysey, remove Amy LeBaron and replace with David Conradt.

Document: Resolution 2021-4 Change Signatories and Agents

Proposed Motion: Approve [Resolution 2021-4](#) with [name] recorded as Interim General Manager.

c. Establish Scheduled Meeting Dates

Document: [Resolution 2021-5](#) Meeting Schedule

Proposed Motion: Approve Resolution 2021-5 establishing the 2021-22 Meeting Schedule

**8. GENERAL MANAGER REPORT**

Document: [DR Metrics](#); [Fixed Rt Metrics](#); [NTD](#); [Passenger Trips](#); [Charts](#); [Accidents-Complaints-Deviations](#)

**9. CITIZEN COMMENTS ON NON AGENDA ITEMS** (Limited to three minutes/person)

Coos County Area Transportation District (CCATD)

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**10. NEXT MEETING – October 11, 2021**

**11. ADJOURN**