

**Coos County Area Transportation District
Board of Directors
Meeting Minutes
February 10, 2020**

1. **CALL TO ORDER/ROLL CALL** – Chair Leshley called the meeting to order at 8:00 AM and asked all present to introduce themselves.

Present: Chair Dick Leshley, Vice Chair Doug Veysey, Secretary LouAnn Dewater, Director Melissa Dovenspike, and Director Lauren Morris.

Absent: Director Timm Slater.

Staff: General Manager David Hope, Staff Melissa Metz, Jane Stebbins Legal Counsel

Guests: Tara Johnson

2. **CHANGES TO AGENDA** – Appointment to CCATD Advisory Committee Resolution 2020-44 was added to the agenda.
3. **CITIZEN COMMENTS** – None.
4. **APPROVAL OF THE FEBRUARY 3, 2020 BOARD MEETING MINUTES**
Director Veysey moved to approve the February 3, 2020 Board Meeting Minutes.
Director Morris seconded the motion. Motion passed unanimously.
5. **FINANCIAL REPORT** – The Board Received the FY2019 CCAT Quarter 2 Financial Report.
6. **OLD BUSINESS**

Appoint Director for Position 6 on the Board

Director Veysey moved to appoint Tara Johnson to the 6th position on the Board of Directors for CCATD. Director Morris seconded the motion. Motion passed unanimously.

Property Deed for Ocean Blvd

Counsel recommended that we review the history of the property through a title search to ensure there are no claims to the property.

Director Veysey moved to proceed with a preliminary title search through Ticor Title and authorized \$1,000 for that purpose. Motion was seconded by Director Morris. Motion passed unanimously.

7. **NEW BUSINESS**

Health Reimbursement Arrangement

Director Morris moved to approve resolution 2020-43 adopting the Individual Coverage Health Reimbursement Arrangement for exempt staff. Motion was seconded by Director

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Dovenspike. Everyone agreed that to attract and retain staff we need to offer health coverage. Motion passed unanimously.

Grant Applications for Rolling Stock and Supporting Facilities

GM Hope reported that there are three grants coming up before the next Board meeting for rolling stock. He intends to apply for 2 vehicle replacements and 2 electric vehicles. Director Morris moved to authorize staff to submit applications for any/or all of the three (3) grants as determined by the General Manager to be appropriate. The motion was seconded by Director Veysey. Motion passed unanimously.

Black History Month Event at Coos History Museum

GM Hope reported that he had been contacted by the Coos History Museum regarding a Black History Month event on Saturday, February 29, 2020 beginning at 10 am. They requested assistance with moving passengers to and from the event. GM Hope added that the CCATD Weekend Express bus provides service in the area at the general time of the event and the possibility of moving passengers to and from the event with only a slight deviation in our route. This would be an opportunity to market our service to the general public which would exceed the potential revenue from a single day. Director Dovenspike moved to authorize using deviated services on the Weekend Express bus to provide service to the Black History Month event and waive all fixed route fares on Saturday 2/29/2020. The motion was seconded by Director Veysey. Motion passed unanimously.

8. GENERAL MANAGER REPORT

GM Hope reviewed the Technology Assessment prepared by Full Path Technology & Trillium Solutions which supports the RFI that the District released earlier in the month. GM Hope is looking forward to the implementation of new technology that will save the district money and enhance customer satisfaction through greater service transparency.

9. INFORMATION ITEMS

Counsel reported on the recent SDAO conference. She passed out an employment legislation update to each Board Member. She encouraged Board Members to attend next year if possible.

Director Morris reported on the Methodist Safe Haven Parking Program. There is a Community Services Day on February 21 from 9am to noon. Director Morris recommended that CCATD be represented at this event, if possible.

A conversation ensued on employee recognition programs as CCATD cannot fulfill its mission without dedicated employees. It was mentioned that Lynn Graves was observed at NBMC helping a customer out of the bus and that she was “so awesome and compassionate”. There was some quick brainstorming on employee recognition programs: stripes for years of service, food baskets, turkeys at the Holidays, recognition in a newsletter “making a difference” or “caught in the act”.

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10. LATE AGENDA ITEMS

Resolution 2020-44: To appoint Shelley Mason Long to the CCATD Advisory Committee.

Director Johnson reminded everyone that with her appointment to the Board she is resigning from the Advisory Committee.

Director Dewater moved to adopt resolution 2020-44 appointing Shelley Mason Long to the CCATD Advisory Committee. Motion was seconded by Director Morris.

The motion passed unanimously.

11. NEXT MEETING – March 9, 2020; 8am

12. ADJOURNMENT 8:55AM