

Salem Area Mass Transit District
Board of Directors
~ **WORK SESSION** ~

Thursday, August 25, 2022 at 5:30 PM

The work session is open to the public in the Senator Hearing Room at Courthouse Square
555 Court Street NE, Salem, Oregon 97301

Watch or listen to the meeting from home on your electronic device.

Use the ZoomGov Meeting URL below:

<https://cherriots-org.zoomgov.com/j/1605194427?pwd=enjXS3ZlV1BUM3QvWEU3bnplbHYzZz09>

- **Meeting ID:** 160 519 4427 | **Passcode:** 512136

- **One tap mobile**

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Dial by your location (Find your local number: <https://cherriots-org.zoomgov.com/u/adUCSNFFL>)

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| +1 551 285 1373 US

AGENDA

1. **CALL TO ORDER**

Announcements

2. **PRESENTATION** - None

3. **DISCUSSION**

a. Presentation of TransDash Digital Dashboard

4. **GENERAL MANAGER COMMENTS**

a. Upcoming Board Agenda Items

b. Board Calendar Review

5. **ADJOURN**

MISSION

Creating Community Connections

VISION

We Deliver Valued Mobility Options that Inspire Community Pride

Virtual Meetings: The Board's work sessions are public meetings in a place that is ADA accessible. The Work Session is not broadcast on Comcast Channel 21 but can be viewed live on ZoomGov. The meeting I.D. and password are provided in the agenda.

Closed Captioning (CC): ZoomGov's live streaming platform includes Closed Captioning (CC) to allow for greater audience inclusion in the meeting. The not so good thing about Closed Captioning (CC) is that it does not always translate well.

Alternate Formats are available to individuals who require translation or other interpretive service. Requests can be made to the Clerk of the Board with at least a 48 hour notice. Call by phone at 503-588-2424 ext. 7535; or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

Electronic Copies of the Board's work session agenda packet is distributed 6-7 days prior to the meeting, and can be found on the Cherriots website under <https://www.cherriots.org/meetings/>.

Email Distribution List: If you wish to be added to the Board's meeting distribution list, please send your email address to the Clerk of the Board at publictestimony@cherriots.org.

Reuniones virtuales: Las sesiones de trabajo de la Junta son reuniones públicas en un lugar accesible según la ADA. La sesión de trabajo no se transmite en el canal 21 de Comcast, pero se puede ver en vivo en ZoomGov. La reunión I.D. y la contraseña se proporcionan en la agenda.

Subtítulos (CC): la plataforma de transmisión en vivo de ZoomGov incluye subtítulos (CC) para permitir una mayor inclusión de la audiencia en la reunión. Lo no tan bueno de los subtítulos (CC) es que no siempre se traduce bien.

Los formatos alternativos están disponibles para las personas que requieren traducción u otro servicio de interpretación. Las solicitudes se pueden hacer al Secretario de la Junta con al menos un aviso de 48 horas. Llame por teléfono al 503-588-2424 ext. 7535; o con la asistencia de TTY: Oregon Relay Services al 1-800-735-2900 (o 711). El horario de atención de la administración de Cherriots es de lunes a viernes de 8:00 a. m. a 5:00 p. m.

Se distribuyen copias electrónicas del paquete de la agenda de la sesión de trabajo de la Junta de 6 a 7 días antes de la reunión, y se pueden encontrar en el sitio web de Cherriots en Reuniones públicas y avisos: <https://www.cherriots.org/meetings/>.

Lista de distribución de correo electrónico: si desea que se le agregue a la lista de distribución de reuniones de la Junta, envíe su dirección de correo electrónico al Secretario de la Junta a publictestimony@cherriots.org.

Upcoming Work Session and Board Meeting Agenda Items

August 16, 2022

<p>To Be Scheduled</p> <ul style="list-style-type: none"> • WS: Infineum Project (TD) • Contract for Engineering Services (SD) • BSIP Group #5 and #6 (SD) • Security Services RFP (DT) 	<ul style="list-style-type: none"> • Annual PTASP Update (DT) • Annual Transit Asset Management Plan (DT) • Fare Ordinance/Title VI-EPS & Youth Fare (DT) • Del Webb Tour (AP)
<p>August 25, 2022 Packets due to GM office: August 11</p> <p>Work Session</p> <ul style="list-style-type: none"> • TransDash Preview (AP) <p>Board Meeting</p> <ul style="list-style-type: none"> • Adoption of Strategic Plan (AP) • FY 22 Needs Assessment /STIF and Draft Service Plan (DT) • Service Change Briefing for September (DT) • Q4 Report: Transportation Options • Board's Committee Assignments (odd # years) (AP) 	
<p>September 22, 2022 Packets due to GM office: September 8</p> <p>Reception for Linda Galeazzi</p> <p>Board Meeting</p> <ul style="list-style-type: none"> • CC: Contract for Insurance Broker Services (CC) • NEPA Design & Engineering for SSTCMH (SD) • Contract for Contracted Transportation Services (TD) • Potential Action on GM Performance Evaluation & Compensation (CC) • FY 2022 Security Report (DT) • FY 2022 Performance Report (DT) <p>Executive Session</p> <ul style="list-style-type: none"> • General Manager Performance Appraisal (AP) – [after Board Meeting] 	
<p>October 27, 2022 Packets due to GM office: October 13</p> <p>Work Session</p> <ul style="list-style-type: none"> • Review Board Priorities (AP) <p>Board Meeting</p> <ul style="list-style-type: none"> • CC: Approval of FY 2024 Budget Calendar (DL) • Approval of 2023-25 STIF Application (DT) 	
<p>November 17, 2022 (3rd Thursday) Packets due to GM office: November 3</p> <p>Board Meeting</p> <ul style="list-style-type: none"> • Approval of Contract for Legislative Advocacy Services (AP) • Q1 Reports: Finance, Performance, Transportation Options • Service Change Briefing for January 2023 	

<p>December 15, 2022 Packets due to GM office: December 1</p> <p>Board Meeting</p> <ul style="list-style-type: none"> • CC: Advisory Committee Appointments (DT/SD) • Advisory Committee Chair/Vice-Chair Appointments (DT/SD)
<p>January 26, 2023 Packets due to GM office: January 12</p> <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Adoption of 2023 Federal and State Legislative Agendas (AP)
<p>February 23, 2023 Packets due to GM office: February 9</p> <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Q2 Reports: Finance, Performance, Transportation Options
<p>March 23, 2023 Packets due to GM office: March 9</p> <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Service Change Briefing for May 2023
<p>April XX, 2023 Packets due to GM office: April XX</p> <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> •
<p>May XX, 2023 Packets due to GM office: May XX</p> <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Consent: Adopt FY 2024 Board Meeting Schedule (AP) • Q3 Reports: Finance, Performance, Transportation Options
<p>June XX, 2023 Packets due to GM office: June XX</p> <p>Work Session</p> <ul style="list-style-type: none"> • <p>Board Meeting</p> <ul style="list-style-type: none"> • Consent: Approval of FY 2024 United Way Donation (AP) • Budget Hearing

TO: SAMTD BOARD OF DIRECTORS
FROM: ALLAN POLLOCK, GENERAL MANAGER
SUBJECT: CALENDAR OF SCHEDULED MEETINGS

- CHERRIOTS.ORG/MEETINGS/ for more information about a particular meeting.
- **PUBLIC COMMENTS:** use publictestimony@cherriots.org for your comments on any Board or advisory committee business; or to be added to the email distribution list for meeting announcements.
- CHERRIOTS.ORG/GETTINGINVOLVED for more information about the advisory committees to the Board, or to contact your Board representative. Thank you for your interest in Cherriots.

SEPTEMBER 2022

5	Mon	HOLIDAY	Labor Day Cherriots Administrative Offices Closed Sunday Level Bus Service
15	Thu	All Day	SDAO Conference and Awards Banquet <ul style="list-style-type: none"> • Salem Convention Center
19	Mon	6:00 PM	Joint City Council/SAMTD Board Work Session <ul style="list-style-type: none"> • Salem City Council Chambers
21-23			Legislative Committee Days at the State Capitol
22	Thu	5:30 PM 6:30 PM	Work Session SAMTD Board of Directors Meeting ** <ul style="list-style-type: none"> • (Comcast Cable CC:Media Channel 21 and Zoom) SAMTD Board Executive Session * <ul style="list-style-type: none"> • G.M. Performance Evaluation ORS 192.660(2)(i)

OCTOBER 2022

Oct 9-12, 2022			APTA TRANSform Conference - Seattle, WA
18	Tue	5:30 PM	Citizens Advisory Committee
27	Thu	5:15 PM 6:30 PM	SAMTD Board Work Session SAMTD Board of Directors Meeting <ul style="list-style-type: none"> • (Comcast Cable Channel 21 and Zoom)

NOVEMBER 2022

8	Tue		General Election Day
11	Fri	HOLIDAY	Veterans Day Customer Service Open Sunday Level Bus Service Cherriots Administrative Offices Closed
17	Thu	6:30 PM	SAMTD Board of Directors Meeting <ul style="list-style-type: none"> • (Comcast Cable Channel 21 and Zoom)
24	Thu	HOLIDAY	Thanksgiving Day Cherriots Administrative Offices Closed Customer Service Closed No bus service

DECEMBER 2022

	Sat	7:00 PM	Keizer Holiday Lights Parade
7-9			Legislative Committee Days at the State Capitol
13	Tue	5:30 PM	Citizens Advisory Committee
15	Thu	6:30 PM	SAMTD Board of Directors Meeting • (Comcast Cable Channel 21 and Zoom)
25	Sun	HOLIDAY	Christmas Day Cherriots Administration Offices: Closed Customer Service Closed No bus service
26	Mon		Cherriots Observed Holiday Cherriots Administration Offices: Closed Customer Service Open Regular bus service

JANUARY 2023

1	Sun	HOLIDAY	New Year's Day Cherriots Administrative Offices Closed Customer Service Closed No bus service
2	Mon	HOLIDAY	Cherriots Observed Holiday Cherriots Administrative Offices Closed
16	Mon	HOLIDAY	Martin Luther King Jr. Day Cherriots Administrative Offices Closed Customer Service Open Saturday-level bus service
TBD	TBD	TBD	Board Legislative Subcommittee Meeting
26	Thu	5:15 PM	SAMTD Board Work Session
		6:30 PM	SAMTD Board of Directors Meeting (Comcast Cable Channel 21 and Zoom)

FEBRUARY 2023

<i>Go to Dept. of Revenue training website</i>			Basic 2023 Local Budget Law Training • https://www.oregon.gov/dor/programs/property/pages/local-budget.aspx
	Wed	11:30 AM	2023 Oregon Legislative Session begins https://www.oregonlegislature.gov/calendar Salem's State of the City Event • Salem Convention Center [Registration required]
21	Tue	5:30 PM	Citizens Advisory Committee Meeting
	Wed	6:00 PM	MWVCOG –Annual Meeting and Awards Presentation • Registration is free and is required
	Mon	Holiday	President's Day Cherriots Administrative Offices Closed Sunday-level bus service
	Thu	5:15 PM	SAMTD Board Work Session
		6:30 PM	SAMTD Board of Directors Meeting • (Comcast Cable Channel 21 and Zoom)

MARCH 2023

	<i>Sun</i>		2023 Oregon Legislative Session ends APTA Legislative Conference – Washington D.C. <i>SPRING FORWARD Time Change - Set Clocks Ahead One Hour</i> Transit Operators and Maintenance Employees Appreciation Day
	Thu	5:30 PM	SAMTD Board Work Session