



Salem Area Mass Transit District
Board of Directors

~ EXECUTIVE SESSION ~

Thursday, January 25, 2018

Courthouse Square – Salem Conference Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

No information shall be disclosed by the Board, staff or media present in executive session except to state the general subject of the session pursuant to ORS 192.660(4)

Meeting Called to Order - 6:05 PM Adjourned - 6:20 PM

PRESENT: BOARD

- X President Robert Krebs
- X Director Steve Evans
- X Director Marcia Kelley
- X Director Colleen Busch
- X Director Kathy Lincoln
- X Director Doug Rodgers
- 0 Director Jerry Thompson

STAFF

- X Allan Pollock, General Manager
- X David Trimble, Chief Operating Officer
- 0 Patricia Feeny, Director of Communication
- X Paula Dixon, Director of Administration
- 0 Steve Dickey, Director of Transportation Development
- 0 Al McCoy, Director of Finance
- X Ben Fetherston, SAMTD Legal Counsel
- 0 Mark Collier, SAMTD Labor Counsel

□

Under the Authority of:

- 192.660(2)(a) Employment of Public Officers, Employees and Agents
- 192.660(2)(b) Discipline of Public Officers and Employees
- 192.660(2)(d) Labor Negotiations (No Media pursuant to ORS 192.660(2)(d))
- 192.660(2)(e) Real Property Transactions
- 192.660(2)(f) Exempt Public Records
- 192.660(2)(g) Trade Negotiations
- X **192.660(2)(h) Legal Counsel / Litigation**
- 192.660(2)(i) Employment-related Evaluation
- 192.660(2)(j) Public Investments

Specific Issue Discussed: Potential employment litigation

Paula Dixon, Director of Administration

RECORDING SECRETARY



Salem Area Mass Transit District
Board of Directors

~ EXECUTIVE SESSION ~

Thursday, January 25, 2018

Courthouse Square – Salem Conference Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

No information shall be disclosed by the Board, staff or media present in executive session except to state the general subject of the session pursuant to ORS 192.660(4)

Meeting Called to Order - 6:20 PM

Adjourned - 6:40 PM

PRESENT: BOARD

- X President Robert Krebs**
- X Director Steve Evans**
- X Director Marcia Kelley**
- X Director Colleen Busch**
- X Director Kathy Lincoln**
- X Director Doug Rodgers**
- 0 Director Jerry Thompson**

STAFF

- X Allan Pollock, General Manager**
- X David Trimble, Chief Operating Officer**
- 0 Patricia Feeny, Director of Communication**
- X Paula Dixon, Director of Administration**
- 0 Steve Dickey, Director of Transportation Development**
- 0 Al McCoy, Director of Finance**
- X Ben Fetherston, SAMTD Legal Counsel**
- 0 Mark Collier, SAMTD Labor Counsel**

Under the Authority of:

- 192.660(2)(a) Employment of Public Officers, Employees and Agents
- 192.660(2)(b) Discipline of Public Officers and Employees
- X 192.660(2)(d) Labor Negotiations (No Media pursuant to ORS 192.660(2)(d))**
- 192.660(2)(e) Real Property Transactions
- 192.660(2)(f) Exempt Public Records
- 192.660(2)(g) Trade Negotiations
- 192.660(2)(h) Legal Counsel / Litigation
- 192.660(2)(i) Employment-related Evaluation
- 192.660(2)(j) Public Investments

Specific Issue Discussed: Labor Contract Negotiations Status

Paula Dixon, Director of Administration

RECORDING SECRETARY



**Salem Area Mass Transit District
BOARD OF DIRECTORS**

January 25, 2018

Index of Board Actions

<u>Action</u>	<u>Page</u>
Moved to approve the Consent Calendar:	3
1. <u>Approval of Minutes</u>	
a. Minutes of the December 14, 2017 Board Meeting	
Move to adopt the 2018 Legislative Agenda as presented in Attachment A	3
President Krebs appointed members of the Board to a Legislative Subcommittee for the 2018 Legislative Session from February 5 to March 11, 2018. In addition to himself, President Krebs appointed Directors Kathy Lincoln and Steve Evans.	3
Moved to direct the General Manager to conduct outreach on the proposed September 2018 service changes; and to share the proposed plan to enhance service in September 2019 in response to House Bill 2017.	4

Regular Board meetings are video recorded and are available for viewing on the CCTV website at www.cctvsalem.org.



Salem Area Mass Transit District
BOARD OF DIRECTORS MEETING
 January 25, 2018
 Courthouse Square – Senator Hearing Room
 555 Court Street NE, Salem, Oregon 97301

MINUTES

PRESENT Board	President Robert Krebs; Directors Doug Rodgers, Colleen Busch, Marcia Kelley, Kathy Lincoln, and Steve Evans ABSENT: Director Jerry Thompson
Staff	Allan Pollock, General Manager; David Trimble, Chief Operating Officer; Paula Dixon, Director of Administration; Steve Dickey, Director of Transportation Development; Patricia Feeny, Director of Communication; Chris French, Senior Planner; Chip Colby, Information Technology Manager; Linda Galeazzi, Executive Assistant, and Ben Fetherston, SAMTD Legal Counsel
Guests	Dale Penn II, Senior Public Affairs Associate, CFM Strategic Communications

EXECUTIVE SESSION

1. **CALL TO ORDER** **6:00 PM**
 President Krebs called the meeting to order and stated that the Board would go immediately into two executive sessions. He reviewed the Oregon Revised Statutes for executive sessions pursuant to ORS 192.660(2)(f)(h) for potential litigation, and ORS 192.660(2)(d) and (4) for labor negotiations.

 Summaries of the executive sessions are attached to these minutes.
2. **ADJOURNMENT** **6:40 PM**
 The Board was adjourned from the Executive Sessions at 6:40 p.m.

REGULAR BOARD MEETING

- A. **CALL TO ORDER AND NOTE OF ATTENDANCE** **6:47 PM**
 President Krebs called the meeting to order and noted there was a quorum.
- B. **PLEDGE OF ALLEGIANCE** led by Director Marcia Kelley
- C. **ANNOUNCEMENTS AND CHANGES TO THE AGENDA** - None
- D. **PRESENTATION** - None
- E. **PUBLIC COMMENT**



Forrest Allen – 4823 Carriage Ct NE, Salem 97301

F. CONSENT CALENDAR 6:52 PM

Motion: **Moved to approve the Consent Calendar:**
2. Approval of Minutes
a. Minutes of the December 14, 2017 Board Meeting
Motion by: **Director Marcia Kelley**
Second: **Director Kathy Lincoln**
Discussion: **No items were deferred from the Consent Calendar.**
Vote: **Motion passed by all present.**

G. ITEMS DEFERRED FROM THE CONSENT CALENDAR - None

H ACTION ITEMS

1. Adoption of the 2018 Legislative Agenda 6:54 PM

Staff report: Pages 9-14 in the agenda
Presenter: Allan Pollock, General Manager
Dale Penn II, SAMTD Legislative Consultant

Mr. Pollock reported that staff developed the proposed 2018 legislative agendas for the District in conjunction with CFM Strategic Communications, the District’s legislative consultant. The proposed legislative agendas identify legislative priorities and projects for annual appropriations and grant opportunities. The agendas are used as a guide when responding to legislative matters and as a communication tool with legislators and other interested parties. Mr. Pollock provided a review of the Federal Legislative Agenda. Mr. Penn provided a review of the State Legislative Agenda. The Board reviewed the legislative agendas at their January 9, 2018 work session.

Motion: **Move to adopt the 2018 Legislative Agenda as presented in Attachment A**
Motion by: **Director Kathy Lincoln**
Second: **Director Steve Evans**
Vote: **Motion passed by all present.**

Appointment **President Krebs appointed members of the Board to a Legislative Subcommittee for the 2018 Legislative Session from February 5 to March 11, 2018. In addition to himself, President Krebs appointed Directors Kathy Lincoln and Steve Evans.**

2. Service Change Proposal and Public Engagement Plan 7:04 PM

Staff report: Pages 15-20 in the agenda
Presenter: Chris French, Senior Planner



Mr. French reported that staff developed and published a 2017 Needs Assessment Report that presents current unmet transit needs in the Cherrriots region. Based on those results and in accordance with the annual service planning process, staff devised a service proposal and strategies to gather feedback from the community and riders on the proposed changes. Mr. French explained how the service proposal comes in two phases. The first phase for annual service changes is scheduled for September 2018. The second phase scheduled for September 2019 will include the addition of funding received as a result of the passage of House Bill 2017. The outreach period for comment on this proposal from community members is tentatively scheduled to take place from Tuesday, February 13 through Friday, March 16, 2018.

Director Evans advised that agenda items for many neighborhood association meetings is already scheduled out to March. The timing for a full presentation of the proposal may not work out at these meetings; and may be limited to staff or the Board making an announcement.

Director Kelley said she could not find any potential changes for Routes #8 and #18. Mr. French explained that Routes #8 and #18 were listed in the needs assessment for changes in FY2019.

Motion: Moved to direct the General Manager to conduct outreach on the proposed September 2018 service changes; and to share the proposed plan to enhance service in September 2019 in response to House Bill 2017.

Motion by: Director Steve Evans

Second: Director Doug Rodgers

Vote: Motion passed by all present.

I. INFORMATION ITEMS - None

J. BOARD AND MANAGEMENT ISSUES

1. General Manager

Mr. Pollock reported on his work schedule for the coming week. He plans to hold G.M. Round Tables with employees to discuss the Statewide Transportation Improvement Program and how it will affect the District. He noted that there may be more information given at the State of the Union address about a federal level infrastructure package. There will be an upcoming class for six new transit operators to maintain current service. He also reminded the Board of the Annual Mid-Willamette Valley Council of Governments Annual Meeting.

2. Board of Directors

7:37 PM



Board members gave an account of their transit-related Board and community service activities, as described on page 21 of the agenda.

K. Meeting Adjourned

7:43 PM

Respectfully submitted,

Robert Krebs, President