



**BENTON COUNTY
SPECIAL TRANSPORTATION ADVISORY COMMITTEE
MEETING MINUTES
October 24, 2017**

Present

Mary Marsh-King, Chair
Tim Bates, Vice Chair
Tom Wogaman
Drew Foster
Rocio Munoz
Axel Deininger (remote)
Steven Black
Dave Zaback
Steven Harder
Tera Stegner

STF and City/County Staff

Lee Lazaro, STF Coordinator
Cathy Williams, STF Assistant (Recorder)
Debie Wyne (Benton County Public Works)

Visitors/Presenters

(None)

Absent

Lisa Scherf (City of Corvallis)

1. Introductions

Chair Mary Marsh-King called the meeting to order at 1:35 PM. Committee members present introduced themselves. Mary also acknowledged that Axel Deininger was present via speakerphone.

2. Review and approval of meeting minutes

The Committee reviewed the September 26th, 2017 minutes. Corrections to the date from July to September in title and header and next meeting date were noted. Dave Zaback moved to accept the minutes and Tom Wogaman seconded the motion. The minutes were approved unanimously with noted corrections.

3. Old Business

a) Title VI Plan Update Revisions – Lee Lazaro informed the Committee that the Veterans outreach statement was now included and that he had added an equity statement, which were both suggestions from the last meeting. Mr. Lazaro also sent the revisions to the Public Health Department for review and had incorporated Rocio's suggestions as well. The next step is for the Board of Commissioners workshop on November 7th, then for final approval by them on November 21st.

b) Samaritan Contract Status – Mr. Lazaro has followed up on concerns brought up by Steven Black, regarding any legal reimbursements responsibilities to Samaritan volunteers in the contract. Lee confirmed that there are no further remaining liabilities.

4. New Business

a) Linn-Benton Loop Draft Service Development Plan – Lee stated that both he and Tim Bates serve on the Technical Advisory Committee for the LB Loop. The new transportation bill and funding that is going to be received from it, may help fund improvements to the Loop system. That Committee wanted to do a study of the entire Loop schedule and routes (which has not been reviewed for many years) so that the Loop will be in a position to request new funding by submitting an application. The study will include what

routes make sense for the two colleges and major employers that are served. This will provide some options to present to the Loop Board for taking next steps forward with an expansion plan. Estimated cost is \$40,000 to \$50,000 for the study and the AAMPO Board has money set aside that would cover approximately half of the cost. CAMPO was approached but they do not currently have funds to cover a 50/50 split of costs. The idea has been well-received so other sources of funding are being sought.

b) Northwest Connector Management Plan – Lee provided a handout and presented a slideshow regarding the regional system that we Benton County belongs to. Mr. Lazaro asked that Committee members review the information for discussion at the next meeting. He also mentioned the Trillium website that will be shown at a future meeting.

c) ODOT Advance Grants Notice 2018 – Lee stated that there is a rural Discretionary Grant coming up in January, and a new 5339 vehicle grant also coming up. Mr. Lazaro will provide more information on both at a future meeting and he intends to apply for both. The vehicle grant will be for replacement vehicles and the rural bus service, he has yet to determine what is eligible for uses. Lee noted that the deadlines are in January and February, 2018.

5. Upcoming STAC Business Items

a) For November Meeting – Lee informed the Committee that a “Reasonable Access Policy” will need to be approved. It is a requirement of the FTA and has to do with us providing reasonable transportation access for people with various types of disabilities. It includes access to our vehicles, systems, websites, and our meetings.

Mr. Lazaro has drafted policy back in 2015 and presented it to the FTA for review, which confirmed that it met the standards. Lee asked that Rocio have the Public Health Department review it for their comments as well. Lee plans to update the policy incorporating the new FTA Final Rule for reasonable modifications. We will then need to present the policy to the Board of Commissioners for them to adopt.

Since there is no December meeting, next month the STAC will need to adopt at least a tentative meeting schedule for 2018. Definitely set dates for January and February meetings.

b) No December Meeting

6. Informational

Dial-A-Bus Vehicle Insurance Update – Steven Harder confirmed that the transition has taken place and they are insured. The current policy terminates in November and will immediately begin coverage under the County policy, which covers all vehicles in the County pool. Titling of the DAB vehicles has been made to the County, then County will have to retitle to DAB when vehicles are pulled out of the fleet.

7. Roundtable: (None)

8. Conclusion: Steve Harder made a motion to adjourn and Dave Zaback seconded the motion. The meeting adjourned at 2:22 PM.

NEXT MEETING: Tuesday, November 28th, 2017, from 1:30 PM to 3:00 PM.