

Meeting Minutes
Thursday, March 7
10:00 am to 11:00 am



Crook County Annex (small conference room), 320 NE Court St, Prineville, OR

Meeting Attendees

George McCart — STF Member
Colleen Ferguson — STF Member
Marylou Bernard — STF Member
Jeff Wilson — STF Member
Kathy Puckett — STF Coordinator, Crook County
Andrea Breault — Cascades East Transit
Jeff Caldwell — Crook County

A quorum was present at this meeting.

Welcome and introductions

Review of STF available funds = \$131,400

STF funds focus on transit for elderly and disabled. There is a possible \$10M reduction in funding for STF through the new state budget, but this decision has not been finalized yet. A reduction in the funding calculated for Crook County would be 250 service hours over the course of a year. A further conversation with this body can happen once the reduction of funding is decided. Mr. Wilson asked if the 40% reduction would be of the \$131K, which Ms. Breault confirmed. Ms. Conley explained that this reduction is part of the governor's draft budget and public comments are still being accepted. Mr. Wilson asked if the group has prioritized projects to see if the 40% reduction takes place, which services could be reduced with the least negative impact, to which Ms. Breault confirmed that the projects are prioritized.

The proposed STF project includes expanded Crook County Dial-A-Ride Services and Community Connector Service. COIC will also provide 5 Community Connector shuttle round trips/day serving the Prineville-Redmond route, with connections to Madras, Warm Springs, Bend, La Pine, and Sisters. CET operates Monday through Friday. The local service runs from 6:00am to 7:00pm. The first Prineville -Redmond Community Connector leaves Prineville at 6:03am, and service ends at 6:58pm. This funding request is for \$65,700 annually. With COIC estimating to provide 27,734 rides in Crook County during the 2019 - 2020 fiscal year, this equates to a cost of \$2.37 per ride.

- Motion to approve \$131,400 (roughly a 1% increase from the last biennium) by Mr. Wilson, seconded by Mr. McCart and agreed upon by the group.

Review of 5310 available funds = \$205,973

Ms. Breault explained the two sets of federal 5310 dollars (1) Preventative Maintenance and (2) City of Prineville Purchased Services. This grant looks at the actual fleet that is kept in Crook County. The capital vehicle preventative maintenance project will support CET's Crook County fleet, specifically the vehicles COIC uses to support CET Dial-A-Ride service in Prineville and the Prineville-Redmond Shuttle. These funds will help Cascades East Transit follow its preventative maintenance plan and keep its Crook County fleet in a "state of good repair" as defined by the Oregon Department of Transportation. CET is looking internally to update its fleet and future purchases. There are new low-floor Dial-A-Ride vehicles that allow those who are disabled to easily get on-board. Ms. Breault will update this group when there is an update. By 2023/2024, Ms. Breault explained that many of the Dial-A-Ride vehicles will meet their useful life. The total amount asked for is \$25K in conjunction with the 5311 grant, which is for rural, and 5311(f) inner-city transportation. Mr. Wilson asked if buses were kept in Crook County. Ms. Breault explained that COIC has a WorkSource building and many of the buses are stored here to allow for drivers to dead-head.

- Motion to approve the grant by Mr. McCart, seconded by Mr. Wilson and agreed upon by the group.

Ms. Breault has been working with Mr. Steve Forrester, the City Manager of Prineville, who will apply for the 5310 grant. There is a Purchase Service Agreement, which allows CET to operate the Community Connector and Dial-A-Ride services around Crook County. Project 1 for this project is Dial-A-Ride and it predicted number of one-way rides in the biennial grant period is 58,911. CET services were created from a former senior bus program and have been designed with the needs of seniors and persons with disabilities first. The local service is demand-response, open M-F from 7:00 am to 5:30 pm, and passengers are picked up at their origin and dropped off at their destination. The local buses can then transfer passengers to the Community Connector shuttle to Redmond. The shuttle operates M-F with 5 round-trips connecting Prineville and Redmond. All buses are wheelchair-equipped and the shuttle pickup locations are ADA compliant, CET works with local agencies including St. Charles Health System, Crook County Library, Housing Works, the senior center, the Central Oregon Coalition for Access, and High Desert Advocates, to ensure that services are meeting priority needs. Also, in late 2018 the City of Prineville and Crook County signed off on COIC's Human Services Transportation Coordination Plan, which provides guidance for all future on-demand, rural, elderly, disabled, and low income transportation needs.

- Section 5310 motion by Jeff Wilson to approve, seconded by Mr. McCart, and agreed upon by the group.

Ms. Breault explained that CET is now in a planning process for the Regional Master Transit Plan and at the open house in Prineville in January, many Crook County residents expressed their interest in expanded service into Juniper Canyon.

Next steps

Crook County is still responsible for being the grantees and administering the financial process for STF.

Adjourn