

**Central Oregon Intergovernmental Council
Board Meeting Minutes**

Date: May 6, 2021	Virtual Meeting - Conference call	Prepared by: H. Bullock Reviewed by: T. Baney
<p>COIC Board Committee Members: Commissioner Jerry Brummer, Crook County; Commissioner Patti Adair, Deschutes County; Commissioner Wayne Fording, Jefferson County; Councilor Bartt Brick, City of Madras; Councilor Anthony Broadman, City of Bend; Councilor Denise Keeton, City of Metolius; Councilor Gretchen Schlie, City of Culver; Councilor Barb Campbell, City of Bend; Councilor Jennifer Letz, City of Sisters; Katy Brooks (representing Business & Industry); James Lewis (representing Tourism & Recreation);</p> <p>COIC Staff: Tammy Baney, Executive Director; Michelle Williams, Deputy Director and Fiscal Services Manager; Peter Werner, Legal Counsel; Andrea Breault, CET Transportation Director; Dana Dunlap, Adult Programs Manager; Patrick Germick, Loan Officer; Derek Hofbauer, Outreach and Engagement Administrator; Racheal Nellis, HR Manager; Hannah Bullock, Executive Administrative Assistant; Rachel Zakem, Transit Planning Specialist; Chris Ogren, Program Assistant/Labor Standards Monitoring; Deanna Fender, Employment Counselor;</p> <p>Guests: None</p>		
Agenda	Discussion	Action Item
Call to Order	Chair Brick called the May meeting of the COIC Board of Directors to order at 5:30 p.m. Tammy Baney facilitated attendance and introductions by roll call. A quorum was present during the meeting.	
Service Story	Deanna Fender, Adult Employment Counselor, shared a service story about a young mom from Warm Springs. She had been a stay-at-home mother for most of her adult life and otherwise had very little work experience and wanted to get a job. Deanna was able to enroll this individual in a work experience program where the worksite agrees to train the applicants. The individual began working in a food truck in January and was trained in customer service, menu planning, cash handling, and other work skills. She picked up the tasks very quickly and soon was able to help her co-workers who needed assistance. She has since been hired on by the food truck owner and was even promoted to lead and given a raise. The individual and COIC are very proud of her accomplishments.	
Public Comment		

	None	
Consent Agenda	The consent agenda, including the minutes from the April 1, 2021 Board of Directors meeting as written, was moved, seconded, and approved unanimously by the board.	Motion: The consent agenda was approved. Commissioner Jerry Brummer motioned and Commissioner Patti Adair seconded; the motion passed unanimously.
Administrative	No administrative items for this meeting	
Program Updates: CET	<p>Informational Update on CET Transit Programs/Procurements: Andrea Breault, Transportation Director, presented updates that COIC/CET has selected a new vendor for the Bend Transit Services contract. The new vendor is MTM Transit. She also shared that COIC/CET is in the final selection process for a new fleet electrification consultant study. Work will begin in a few weeks. Lastly, she shared that COIC/CET is in the final selection process for a new CAD/AVL system, of which implementation will begin this summer.</p> <p>Chair Brick asked what the biggest challenges are for this type of transition. Andrea Breault answered that important factors to include for a smooth transition are making sure that needs are fulfilled through end of the current contract and that the new vendor provides an opportunity for current drivers to apply for the new agency.</p> <p>Councilor Barb Campbell asked a clarifying question regarding current drivers and whether they are employed by the Bend Transit Services vendor, COIC, or both. It was clarified that the vendor employs Bend drivers directly and that COIC also has a separate group of drivers that work on different routes and services.</p> <p>Proposed Fare Increase for Lava Butte and Ride the River: Derek Hofbauer, Outreach and Engagement Administrator presented that Cascades East Transit (CET) is proposing an increase for the Lava Butte shuttle fare from \$2 to \$3 starting in summer, 2021. CET is also proposing an increase in the Ride the River shuttle fare from \$3 to \$4 per day starting in summer, 2021.</p>	Motion: Vice-Chair Anthony Broadman motioned to approve a \$1 fare increase for both Lava Butte and Ride the River recreation services starting in summer, 2021; Commissioner Patti Adair seconded; the motion passed unanimously.

	<p>The proposed fare increases were reviewed and approved unanimously by the Regional Public Transportation Advisory Committee (RPTAC) on April 21, 2021. CET is requesting an increase in the fares for the 2021 season due to increased ridership and popularity of the services, coupled with rising operational costs since the services were launched. Indirect labor costs have increased due to increased partner collaboration efforts, marketing and communications, and a transition to electronic fares. Additionally, driver wages, fuel costs, and vehicle maintenance have risen since the inception of the services.</p> <p>Vice-Chair Anthony Broadman asked what percentage of the riders on these routes are tourists. Derek Hofbauer answered that it is typically around 60%. Vice-Chair Broadman also asked if there has been consideration for rounding the numbers so as to not have to make change on the buses. Andrea Breault clarified they wanted to make sure the change was incremental and also that they are working with a vendor so that 90% of transactions are electronic rather than cash.</p> <p>Vice-Chair Anthony Broadman motioned to approve a \$1 fare increase for both Lava Butte and Ride the River recreation services starting in summer, 2021; Commissioner Patti Adair seconded; the motion passed unanimously.</p>	
<p>Executive Director Update</p>	<p>Executive Director Tammy Baney provided the following updates:</p> <ul style="list-style-type: none"> • The Budget Committee has approved the budget as presented and recommended the budget to be brought to the Board for the June Board meeting. • Hawthorne Station facilities meeting will be held on May 20th. The consultant that COIC hired will be proposing some improvements to lessen impact to surrounding areas of Hawthorne Station. • The completion of the optimization study will be done soon. It will look at COIC's efficiencies, improvements to be made, and performance for customer service. It will be brought to the Board soon. • There will be a change to education program in Prineville at the end of the year. COIC will no longer be providing the GED/Credit Recovery services in Crook County. The School District will be taking on some of those services in-house. COIC has been working closely with Crook County School District and will be directing more resources to youth training and employment programs as well as offering these programs year round instead of only seasonally. 	

Regional Roundtable	<p>Katy Brooks shared an update on the Emergency funding that is going out. COIC has been asked to help Deschutes County get the funds out to businesses.</p> <p>Councilor Gretchen Schlie shared an update that one year ago the community of Culver experienced a bad storm that caused a lot of damage. The community will be gathering to share and record “Storm Stories” about how the community came together in the aftermath of the storm. The event will be held on May 30th 1-6pm at the Culver Christian church.</p> <p>James Lewis shared about some of the challenges that planned communities, such as Sunriver, are experiencing in the hiring of seasonal employees. He shared that there continues to be a need for transportation to planned communities to help get individuals to these areas for work. He indicated there are thousands that work in the service industry which help to support the economy of Central Oregon. It was noted that currently CET offers a free shuttle service from La Pine to Sunriver. James shared that he supports any efforts to increase additional transportation to help provide similar routes and services to other planned communities as well.</p> <p>Louie Pitt shared that the Confederated Tribe of Warm Springs has been implementing a successful vaccination program and that over 50% of the community has been vaccinated. He also shared that transit has been helping get people where they need to go and is appreciated. Fire cleanup work is underway to restore acreage that was burned in last year’s wildfires. He shared the cleanup is being done in a way to restore the area while also honoring tribal/cultural values. Other updates included that Warm Springs is still looking for a Planner, elections are happening, and springtime tourism has been increasing.</p> <p>Councilor Jennifer Letz shared that the Sisters quilt festival will be happening, with modifications for Covid restrictions, this year. Commissioner Patti Adair noted she was glad to hear the Quilt festival was still happening.</p> <p>Commissioner Patti Adair shared an update on current Covid case numbers and hospitalization rates.</p> <p>Councilor Barb Campbell shared that City of Bend voted to spend transient room tax on tourism facilities. The facilities they have in mind are at trailheads. She also shared that the Bend Metropolitan Planning Organization was able to purchase bikes in order to have bike sharing again this summer.</p>	
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	<p>Commissioner Jerry Brummer shared about a new statue that is being installed in Prineville. The statue honors War Paint, a world champion bucking horse from 1956-1958. The dedication is planned for June. Louie Pitt appreciated the information on the dedication of the War Paint statue and Commissioner Brummer added that they are reaching out to the Klamath Tribes and Warm Springs Tribes to be part of the dedication as well.</p> <p>Commissioner Jerry Brummer also shared that they are building a new Justice Center. The new building will provide space to meet current needs as well as improve security. The current Courthouse will be maintained and rehabbed.</p> <p>Vice-Chair Broadman shared about the Summit High School vaccination clinic about 200 people received their shots today at this clinic.</p>	
Adjourn	Chair Brick adjourned the meeting at 6:30pm.	