

Linn County Transportation Advisory Committee Meeting Minutes 10/24/24

Call to order: 3:02 PM

Attendance: Ken Bronson, Kindra Oliver, Dawn Mitchell, Kristen Preston, Barry Hoffman, Jeff Babbitt, Reagan Maudlin, Annie Holsworth, Marilyn Smith, Suzanne Driver, Alicia Lucky, Randi Moore, Trisha King, Ted Frazier, Lorelei LaVoie, Cody Franz, Justin Petersen, Jaclyn Disney, JoAnn McQueary

Introductions: Ken Bronson, TAC Chair-Retired; Kindra Oliver, Lebanon Senior Center/LINX; Dawn Mitchell, Senior Citizens of Sweet Home, Inc./Linn Shuttle/Dial-A-Bus; Kristen Preston, City of Albany; Barry Hoffman, Albany Transportation/ATS/Paratransit/Linn Benton Loop; Jeff Babbitt, Albany; Reagan Maudlin, Linn County Special/Rural Transportation Coordinator; Annie Holsworth, Senior/Disabled Transit user; Marilyn Smith, Albany City Council; Suzanne Driver, Volunteer Caregivers; Alicia Lucky, Oregon Cascades West Council of Governments/Senior Companion Program; Randi Moore, Oregon Cascades West Council of Governments/Voucher Program; Trisha King, Sunshine Industries Unlimited, Inc.; Ted Frazier, City of Albany/Paratransit; Lorelei LaVoie, Oregon Mennonite Residential Services; Cody Franz, Oregon Department of Transportation Regional Transit Coordinator; Justin Petersen, Oregon Cascades West Council of Governments Mobility Hub; Jaclyn Disney, Oregon Cascades West Council of Governments Mobility Hub; JoAnn McQueary, East Linn County

Minutes: Kindra moves to approve the 10/22/24 minutes as prepared, Marilyn seconds, motion passes.

Public Comment: None

Ken suggests changing the agenda to introduce the STIF Pop projects, hold discussion on the STIF Pop projects, then move to the STIF Payroll projects. TAC is in agreement to this agenda change.

Meeting Agreements: Reagan shares that the adopted meeting agreements have accompanied the meeting packet items and will continue to do so going forward.

25-27 STIF Applications: Ken begins by introducing the STIF Pop applications received and requests applicants to speak on their submissions.

Reagan speaks to the Linn County Administration project, the duties and responsibilities of the Qualified Entity, and the resources provided to lower-tier-subrecipients. The Administration Pop project is to replace and remove the administrative withholding that has been implemented in past biennium contracts at 4%. Going forward, STIF Project contracts will not have an administrative withholding from the lower-tier subrecipient awards as the administrative expenses will be covered by an administrative project.

Kristen speaks to the Albany STIF Pop project; citing the 5310 discussions earlier in the week, they reduce their formal request from \$60K to \$50K.

Kindra speaks to the Lebanon LINX STIF Pop project maintaining the request at an increase from the current biennium (23-25), citing growing services and low 5311 allocations as compared to the other providers. She also notes having voluntarily withdrawn a 5310 application for a vehicle purchase and shares that these resources are imperative to continuing operations.

Randi states that the OCWCOG Voucher program is making the same request as in 23-25. She shares that there are very limited other resources and that all funds awarded are always used during the

project period. She adds that, if need be, they would gladly reduce their application request by the 4% normally used for administrative expenses to assist in balancing the resource.

Alicia speaks to the Senior Companion program and requests \$10K to help provide for services that are occurring in East Linn County. Ken asks questions regarding the history of the service, other available resources, and how the program is unique from other services that are already occurring in Linn County. Discussion was held with a focus on the intricacies of the service which meets the needs of a special population that cannot be met by the other services currently available.

Loralei speaks to the OMRS program and the \$15K STIF Pop request maintained at the same amount from 23-25. Ken asks questions regarding number of persons served and necessity of the funding. Insufficient transportation funding from ODDS and use for match to leverage 5310 funding was discussed. Loralei offers to reduce the ask by the 4% usually withheld for administration to assist with balancing the resource.

Trisha speaks to the Sunshine Industries program and applications for transportation funding in 25-27, expressing their gratitude for the outcomes of the 5310 discussions earlier in the week, she states that Sunshine would willingly reduce their STIF Pop request from \$65K to \$54K for the biennium. Ken asked some clarifying questions which were answered in discussion.

Dawn speaks to the Dial-A-Bus ask, citing 5310 conversations earlier in the week, and reduces the request to \$46,486. She goes on to address the Linn Shuttle request and reduces that one as well from \$190K to 170K. Dawn also mentions that in the original application request, she had adjusted the ask to reflect the anticipated lack of an administrative withholding and had reduced it already by 4% from the 23-25 biennium.

Suzanne speaks to the Volunteer Caregivers program and their very limited resources outside of STIF Pop funds. She states that the ask is the same as in 23-25, however, would be willing to reduce that by the 4% normally used for administration to help balance the resource.

The TAC hold discussion noting that at this stage, despite the voluntary reductions in asks, that the estimated resource is still short. Ken suggests that the OCWCOG Senior Companion request is new this biennium and appears to him to be a duplication of services already provided by others in the room and so should be the first considered to not be awarded any funds. Some discussion was held around the priorities of STIF, qualifying criteria as per the Linn County Coordinated Plan, and the evidence that the Senior Companion Program provides services to meet special needs not currently met by other providers.

Alicia voluntarily reduces the STIF Pop request for the Senior Companion program by the 4% other providers have reduced, citing the lack of an administrative withholding.

Barry says the City of Albany will further reduce their STIF Pop ask by \$2K to help close the gap and retain the eligibility of all providers at the table to receive some kind of an award. Randi Moore says the OCWCOG Voucher program will further reduce their request by the amount needed to retain the Senior Companion program request at \$9,600, stating that it is a valuable service meeting needs that would otherwise not be met.

Kindra offers to reduce the STIF Pop ask from LINX to assist the Voucher program, but the offer was graciously turned down by Randi, citing the importance of public transit and the good work the LINX program is doing.

This solution is not challenged by members of the TAC.

Reagan suggests reading aloud the 23-25 STIF Pop requests as adjusted:

Linn County Administration	\$29,000
Albany Paratransit/CAR	\$48,000
Lebanon LINX	\$190,000
OCWCOG Vouchers	\$30,212
OCWCOG Senior Companion Program	\$9,600
Oregon Mennonite Residential Services	\$14,400
Sunshine Industries	\$54,000
SCOSHI/DAB	\$46,486
SCOSHI/Linn Shuttle	\$170,000
Volunteer Caregivers	\$115,200
Total:	\$706,898
STIF Pop Contingency	\$15,000

Applicants agree that this is consistent with their amended requests for the 25-27 biennium.

Marilyn moves to approve these amounts as the STIF Pop recommendations including the retention of the \$15,000 contingency for the 25-27 biennium, Annie seconds, motion passes.

4:20 PM- Ken calls for a five (5) minute break and reconvene to hear STIF Payroll presentations.

4:27- Meeting resumes, Ken announces the beginning of the STIF Payroll application presentations requesting that Reagan lead the organization of speakers.

Reagan refers to the Application Summary sheet beginning on page 2, "Application Project Summary by PTSP/Provider," requesting that City of Albany begin as first speakers.

Kristin distributes a paper print out for attendees to view during the Albany presentation, she agrees to send it out electronically after meeting to Reagan for disbursement to all attendees. Kristen addresses the transportation data of the three Albany services: Call-A-Ride, Linn Benton Loop, and ATS covering ridership, expansions, fleet, routes, services hours, etc. A review of the 23-25 STIF Funded projects are compared to the 25-27 project requests. Albany has four project requests for 25-27: ATS Ongoing Services, LB Loop ongoing services, Match request for an ATS bus, and a request to maintain the 23-25 match award for a Loop Bus should the project timeline exceed the current project period. Pie charts were presented that demonstrate the various funding sources contributing to each of Albany's services, the source of the resource and the percentage of the whole that each resource represents. Information was provided on what portion of the services STIF is used for and how it enables the leverage for other resources as well. A summary of statistics for the Albany area was reviewed along with a list of qualifying STIF priorities they feel these projects meet. This was followed by a short Q&A.

Reagan announces that the scheduled time for this meeting has nearly expired, but another ten minutes may be extended to allow for one more presenter if the TAC and attendees are agreeable. This was agreed on by the TAC and remaining attendees.

Reagan asks that Jaclyn give the OCWCOG presentation for the Seamless Transit project.

Jaclyn gives a succinct and thorough presentation of the Seamless Transit program, covering the tasks involved, benefits to the communities, partners involved, and collaborative funding strategy to make the project successful. A few questions were asked of the funding arrangement between the three participating areas which were answered in meeting. Questions that were unable to be answered immediately will be followed up on outside of meeting with Reagan and reported out on.

TAC Meeting Schedule: Reagan reviews the next scheduled meetings on 11/7, 11/14, and 11/21 to discuss STIF funding. Kindra requests that the meeting on the 7th have additional time added for resuming the STIF Payroll presentations and discussions. The TAC agrees to amend the scheduled meeting on November 7th to begin at 2:00 PM, Reagan is to report out with the location of the meetings.

Other Business: None

Next meeting: 11/07/2024 at 2:00 PM, Location: TBA

Meeting Adjourned: 5:07 PM

Meeting Minutes prepared by: Reagan Maudlin, Linn County Special/Rural Transportation Coordinator

Approved: 11/07/24