

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
TRANSPORTATION ADMINISTRATION BOARD MEETING MINUTES**

Thursday, January 11, 2018

3:00 PM

The Dalles Transit Center, 802 Chenoweth Loop Road, The Dalles, OR

**ATTENDANCE:**

**BOARD MEMBERS:** Dana Peck, Rod Runyon, Steve Lawrence, Tyler Stone

**STAFF:** Amanda Hoey, Jessica Metta, Kathy Fitzpatrick

**MCEDD BOARD AND GUESTS:** Ken Bailey, Dan Schwanz, Charlotte Dupree

**CALL TO ORDER; INTRODUCTIONS:**

Chair Steve Lawrence called the meeting to order at 3:01 pm. Amanda Hoey noted that Jessica Metta will be the direct staff for the TAB in future with direct reports to her of Mobility Manager and Transportation Operations Manager. Lawrence asked the TAB members to introduce themselves and a roundtable of introductions followed.

**CONSENT AGENDA:**

Rod Runyon made a motion to approve the minutes of December 21, 2017 as proposed. Tyler Stone seconded. The motion passed unanimously.

Ken Bailey suggested adding a Board member from Hood River County.

**REVISED DRUG/ ALCOHOL POLICY:**

Amanda Hoey noted the request is to make a recommendation on a revised drug and alcohol policy from TAB to the MCEDD Board for adoption. The two policy options presented are 1) a template from RLS, an ODOT consultant, with all 2018 changes, or 2) MCCOG policy updated in 2018 with a few variations from ODOT's version. RLS had not responded to whether they approved the MCCOG version. Staff recommends approving the template version provided by ODOT/RLS.

*Discussion: Ken Bailey asked for differences in the federal 2018 requirements. Amanda Hoey noted opioids/ opiates changes. Dan Schwanz noted a change related to legal prescriptions that may impair safety. Tyler Stone asked about the timing of drivers being on the road in relation to a positive test result. Dan Schwanz discussed reasonable suspicion in which the driver would not be driving. He noted that the issue is random testing when a driver could be driving prior to receiving from the MRO the positive result. Tyler noted policy needs to say that driver is pulled off road until test results come back for testing due to reasonable suspicion. It was confirmed this is in the plan. Steve Lawrence asked where random testing is in the policy. Amanda Hoey pointed to page 17 and 18.*

**Motion:** Tyler Stone moved to recommend Option 1 to the MCEDD Board for adoption of a revised Drug and Alcohol policy. Rod Runyon seconded the motion. Motion passed unanimously.

## **FUNDING APPLICATIONS:**

Kathy Fitzpatrick reminded the Board that at the December meeting she provided a broad overview of the funding proposals, which have since been refined.

*Dana Peck joined the meeting.*

Kathy and Dan noted a few other pieces that they are updating before applications will be submitted.

*Discussion: Steve Lawrence asked when funding would be available. Dan Schwanz responded in 2018 but the match source we are proposing to use would not be available until 2019, so services are not proposed to start until 2019. Kathy noted that match is STIF funds which ODOT staff confirmed can be used for match. Kathy noted the partners anticipated to provide match for the 5339 application, including LINK, Columbia Gorge Community College, Columbia Gorge Express, and Port of Hood River. She will make a request to City of The Dalles in future. Steve Lawrence noted that next City of The Dalles agenda has time and suggested pathways to get the request on the agenda. Steve asked when match needs to be available and if the City could include in a regular budget process if they were interested to proceed. Kathy said it can be up to the funding partner whether they wanted to include the match in this fiscal year or next, so it could go through a regular budgeting process.*

**Motion:** Tyler Stone moved to authorize submission of the 5310 and 5339 grant applications. Rod Runyon seconded the motion. Motion passed unanimously.

## **UPCOMING FUNDING OPPORTUNITIES:**

Kathy Fitzpatrick presented information about the Oregon and Washington Federal Lands Access Program grants that are open. The two projects being explored for applications are the Gorge Hubs project for an Oregon application and Klickitat County recreation shuttles for trails with Mount Adams Transportation Service (MATS) for a Washington application.

*Discussion: Dana Peck noted the positive move in MATS' involvement. Tyler Stone asked about who will be maintaining the final five miles of the Historic Columbia River Highway. Kathy responded that Oregon State Parks manages pedestrian and bike sections and ODOT manages the vehicle portions. The final five will be all maintained by state parks. Tyler asked if the recreation lands on the Washington side were actually federal lands. Jessica noted that Catherine Creek and Syncline areas are U. S. Forest Service.*

*Steve Lawrence asked if Columbia Gorge Express would extend to The Dalles. Amanda Hoey noted that the initial planning, the planning process included discussion and consideration of the feasibility of extending to The Dalles. The planning noted it would be more difficult further extended from the metro area. Kathy noted that the Port of Hood River bus shelter would have tie-ins with Columbia Gorge Express (CGE) and regional providers for connectivity. Tyler Stone noted that the majority of riders are tourists and asked if the CAT shuttle from CGE makes stops at tourist locations in The Dalles. Dan Schwanz responded that it might make more sense for LINK to provide that service. Steve Lawrence asked who operates CGE; Kathy responded ODOT. Tyler circled back that*

*should be considered for future to offer tourists shuttle amenities. Steve Lawrence noted increased tourism tax revenue that could be used for transportation. Ken Bailey pointed to future fixed route stops for the LINK.*

Amanda Hoey requested that the Board approve staff drafting a letter of support for these grant applications. There was general consensus to move forward.

### **STAFF REPORTS:**

#### ***Intercity Update:***

Kathy Fitzpatrick provided an update on the intercity service connections from the last meeting. Based on preliminary feedback from ODOT, staff is discussing a proposed shift in the scope of work to include support for the intercity portion of the Gorge TransLink website and rebranding the LINK segment.

*Discussion: Steve Lawrence asked for clarification related to the match. Staff reviewed the current match already committed by LINK, what would be used for intercity and what may be repurposed to other operations. Amanda noted staff preference to focus on delivery of transportation services and as ODOT was not supportive of other route ideas with the intercity agreement, the use of the excess match for service delivery keeps staff positions whole. Amanda Hoey clarified that ODOT fund amount does not change. The change is only in how much of our own funds that would be used. She estimated that the contract amount for biennium was \$16,000. We are anticipating (based on MCCOG's prior spending on the grant) \$4,000 until June 30, plus match of 20% based on the revised planning purpose.*

#### ***Staffing:***

Amanda Hoey provided update on status of LINK and staffing. Offers have been made to current LINK employees to become MCEDD employees on February 1, contingent on pre-employment screenings. MCEDD is working with GOBHI on interim Transportation Operations support and anticipates continuing that at least into February. Open positions are full time driver and transportation operations director. Amanda also reported that the ODOT contract drafts were received today and Wasco County Board of Commissioners meets on January 17 to review the sub-agreement with MCEDD/LINK. There are a number of small pieces still filtering through, but staff anticipates that we should be on track for the February 1 transition of LINK from MCCOG to MCEDD.

*Discussion: Tyler Stone noted he has some questions in legal review for the contract proposed with Wasco County and MCEDD. He asked if the contract form is the same as past agreements with MCCOG. Amanda Hoey and Theresa Conley will connect with Tyler to answer any questions and be available for the Board of Commissioners meeting.*

### **OTHER NEW BUSINESS:**

Amanda Hoey noted the STIF rulemaking second version is available. Staff did comment on the first draft and is pleased with revisions. We have opportunity to make additional comments by January 17<sup>th</sup>, but staff did not see any big issues for TAB to comment at this point.

Ken Bailey noted his appreciation for GOBHI allowing Dan Schwanz to step in while we are assessing staffing needs. The Board agreed.

**ADJOURNMENT:** Having no other new business, the meeting was adjourned at 3:49 pm.

*Respectfully submitted,  
Jessica Metta, MCEDD Deputy Director*