

Yamhill County Transit Advisory Committee

MINUTES

February 28, 2019

3:00 p.m.

Room 32, Courthouse
535 NE Fifth St.

PRESENT: Frank Sheridan, Chair; Ken Moore, Vice Chair; Scott Essin, Treasurer/Secretary; Heather Richards; Elise Yarnell Hollaman; Craig Johnson; Kristi Long; Nancy Keim and Emily Frey.
Commissioner Richard L. “Rick” Olson, Liaison, Chris Mercier and Mike Schmidt were excused.

Staff: Cynthia Thompson, Transit Manager, Susan Halliday, Transit Program Coordinator; Tonya Manley, Staff

Frank Sheridan called the meeting to order at 3:04 p.m.

1. Welcome – Introductions
2. Public Comment: None.
3. Sub-provider Presentations:
 - a. OMRS - Ann Hunnicut, provided an STF agency application, requesting funding for operating and maintenance/capital expenses. She stated that the impact of the governor’s forty percent budget cut would be significant as they provide transportation from eleven individual group homes for disabled residents. Ms. Hunnicut stated that OMRS is encouraged by the state to integrate clients into the mainstream public but transportation funding cuts would cause challenges.
 - b. Special Olympics – Nancy Keim stated Yamhill County has approximately 140 athletes that participate in Special Olympics. She stated that transportation is the agency’s biggest expense which they have historically had to rent or borrow buses or vans. The agency is requesting funding for transportation to transport its athletes, coaches and chaperones to their sporting competition events. She stated the proposed budget cut would create challenges to providing a static program but they would work with community partners to find alternative volunteer/donation options. The breakdown of per person expenses for an event was not available at the time of the meeting.
 - c. Abacus – Emily Frey noted firstly a correction to the application cover page. The total of STF funds being requested is \$24,000 for operating and maintenance/capital expenses. A cut to funding would mean shifting funds from other funding streams which would then affect other HHS county programs. Abacus provides individual transportation for job development or work-related trips. Mr. Essin asked about the estimated increase in 2020-21.

Ms. Thompson responded that the most vulnerable population is more expensive to transport due to the individual nature of the citizens (mental) health situation. Ms. Frey noted that there are other transportation options to use but the increase to expense is due to training because drivers are licensed QMHP or QMHA which are able to provide skill sets in the context of the services provided. She noted that OHP reimburses for the services (group skills, individual therapy, etc.). Twenty percent of their transports are not covered under OHP reimbursement. This fund supports the overall transportation costs.

d. YCTA – Cynthia Thompson stated all the funds from STF are used as match dollars for federal funds. YCTA does not have a local funding source for “existing service” funding. YCTA provides transportation for county elderly and disabled citizens. She noted concern that the agency will feel the proposed budget cut impact in next year’s local funding match dollars. There was discussion regarding leveraging funds through YCTA to distribute to the smaller sub-providers thereby protecting the federal source funding YCTA receives. Ms. Thompson noted the agency will consider asking the city to providing match funding for federal dollars if the governor’s budget cut proposal is approved.

e. MV Advancements – Ms. Thompson noted the agency is asking for maintenance/capital costs. MVA provides transportation to/from group homes and job sites. Ms. Thompson noted MVA has an aging vehicle fleet.

4. Review and discussion regarding Special Transportation Fund (STF)/5310 sub-provider applications and make recommendations regarding funding allocation.

Mr. Sheridan instructed the committee on the allocation process. Ms. Keim moved approval to recommend the full biennium request to the Board of Commissioners and recommend the balance for YCTA. Ms. Long seconded the motion to fund 100%. (\$507,097) with YCTA receiving \$415,097. The motion passed, committee members Sheridan, Moore, Essin, Richards, Yarnell-Hollaman, Johnson, Long, Keim and Frey voting aye. (see Exhibit A).

The committee discussed the forty percent decrease of state-wide funds this biennium compared to years past and how this will also affect grant match funding for YCTA. Ms. Richards moved approval to recommend the biennium forty percent cut to the sub-providers with the balance of \$215,258.20 for YCTA to the Board of Commissioners, Mr. Johnson seconded the motion. The motion passed, committee members Sheridan, Moore, Essin, Richards, Yarnell-Hollaman, Johnson, Long, Keim and Frey voting aye.

Ms. Richards moved approval of the 2019-21 biennium 5310 funding allocations as recommended by the committee (Exhibit A), Ms. Frye seconded the motion. The motion passed, committee members Sheridan, Moore, Essin, Richards, Yarnell-Hollaman, Johnson, Long, Keim and Frey voting aye.

5. Review State Transportation Improvement Fund (STIF) Discretionary applications.

Mr. Johnson moved approval to recommend the applications to the Board of Commissioners as presented by the committee, Ms. Keim seconded the motion. The motion

passed, committee members Sheridan, Moore, Essin, Richards, Yarnell-Hollaman, Johnson, Long, Keim and Frey voting aye.

6. Review RFP timeline for Service Provider: Ms. Thompson discussed the difference between both drafts (optimal and expedited) and recommended that the committee consider the optimal draft which extends the proposal timeline. Ms. Richards moved approval of the timelines as presented for consideration by the Board of Commissioners, Ken Moore seconded the motion. The motion passed, committee members Sheridan, Moore, Essin, Richards, Yarnell-Hollaman, Johnson, Long, Keim and Frey voting aye.

7. Public Comments: None.

8. Committee Membership: This item was not addressed due to time constraints and will be brought forth at a future meeting.

9. Transit Manager Update: This item was not addressed due to time constraints and will be brought forth at a future meeting.

10. Other business as necessary: Ms. Thompson reminded the committee to submit applications by April 25th if they would like to continue serving on the YCTAC committee.

The meeting adjourned at 4:59 p.m.

Minutes submitted by Carolina Rook