

**PUBLIC TRANSPORTATION ADVISORY COMMITTEE  
MEETING NOTES  
JULY 14, 2008**

**Date:** Monday, July 14, 2008  
Time: 1:00 p.m. – 4:00 p.m.

**Location:** ODOT – HRC  
2775 19<sup>th</sup> St SE, Salem, OR

**Members Present:**

Bob Lowry, Chair, Oregon Passenger Rail Advisory Committee (OPRAC)  
Claire Potter, TriMet  
Alan Pollock, Salem Area Mass Transit District (SAMTD)  
Frank Synoground, Statewide Independent Living Council (SILC)  
Ernie Palmer, Basin Transit Service  
Julie Brown, RVTD  
Mary Jo Carpenter, Oregon Transit Association (OTA)  
David Riccacio, Office Vocational Rehabilitation Services (OVRS)  
Terry Parker, Lane Transit District (LTD)  
John Wenholz, Assoc. of Oregon Counties (AOC)  
Peter Shultz, Yamhill County  
Sally Lawson, O4AD  
Lorna Adkins, Salem Area Mass Transit

**Members Absent:**

Janice Wilson, Oregon Transportation Commission (OTC)  
John Helm, Governors Commission on Senior Services  
Dennis Dick, Intercity Bus Service Provider  
Bill Hall, Assoc. of Oregon Counties (AOC)

**ODOT Public Transit Staff Present:**

Michael Ward, Administrator  
Dinah Van Der Hyde, Policy Manager  
PJ Pippin, Executive Support  
Joni Bramlett, Capital Programs Manager  
Jean Palmateer, STF Program Manager  
Sherrin Coleman, Planning Program Manager

**Interested Persons Present:**

None.

**Guest Speakers:**

Steve Parrott, Lane Transit District

ITEM A

1:00 p.m. **Welcome, Introductions, Items of Interest**

Chairperson Bob Lowry called the meeting to order. Welcome and introductions were made. Meeting notes from the May 12, 2008, PTAC meeting were reviewed. A motion was made by Ernie Palmer to approve the notes with one minor change (Lorna Adkins was not in attendance at the May 12 meeting), seconded by John Wenzholz and unanimously approved by Committee.

ITEM B

1:10 p.m. **Public Comment**

None.

ITEM C

1:15 p.m. **Administrators Report**

1. Appointments and membership:

New member, David Riccacio, from the Office Vocational Rehabilitation Services (OVRs) was welcomed. Recent member invitations also brings Tribal Representative, Val Shekar (Confederated Tribes of Grande Ronde), as a new member who may be able to attend the September meeting.

2. Oregon Streetcar Grants:

Administrative Rules regarding distribution of \$20 million in lottery-backed bonds were approved by the Oregon Transportation Commission (OTC) in April for the Portland Streetcar project; vendor applications are available and due 7/25. The vendor must be Oregon-based, Oregon-owned manufacturer of fixed-guideway streetcars.

3. State Price Agreements for Vehicles:

Vendor responses to the draft bid documents were received and the bid will go out soon. The Department of Justice (DOJ) will review and approve contract language on the Request for Proposals (RFPs) to ensure the legal perspective is correct. Contracts will be for vehicles ranging in size from modified mini-vans up to 44 passenger buses with a qualified list of available vehicles from a menu of options, prices, etc. Providers will not be limited to one vendor. The question was raised by Frank Synoground as to whether the Price Agreement coincides with the model year. Contract will allow for one year extension up to five years, with annual price increases allowed. Membership dues to access state price agreements are \$200 and may be covered by operations grant monies.

4. DHS Budget Note:

The DHS Budget Note is a Governor's Directive for ODOT and DHS to work together to coordinate transportation. Needs and potential revenue sources around the state were analyzed by Portland State University (PSU). On 7/29 at the ODOT/DHS steering committee meeting, PSU will present a revised draft of its findings. Due to time restraints, new data was not used. The data used is from the 2000 census. We received great support from AOC. Mr. Shultz asked if there was a short term solution to the fuel crisis offered from the Governor's office; some sort of emergency funding for fuel increases? If not, can the Committee do something? Public Transit will go to the OTC and ODOT Director about and E-board request for general fund use

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for fuel. It is a long process so nothing will happen immediately. A major question is, “What dollar amount should be requested?”

Ernie Palmer asked PTD to include the quality of service issue as it engages in discussion with the OTC. With the increase in riders, degradation of service has occurred. Many providers do not have an operational budget to put more buses into service; change routes, more stops, serve more people, etc.

Discussion about fuel continued. Many restrictions on exemptions; changes to the laws need to be made to make both gas and diesel tax exempt. PTD will ask OTA to have their fuels tax expert from ODOT come to the next meeting and answer questions. Caution was given that there is a difference in federal and state gas/diesel tax. Smaller providers use gasoline in their operations and can apply for a gas tax exemption, but not for a diesel tax exemption; makes no sense. The fuel tax is a very complicated subject. PTD will ask an ODOT tax resource/expert to come and answer questions at the next OTA meeting.

### 5. Governor’s Initiatives:

#### a. Governor’s Commute Challenge

The goal is for State employees working on the Capitol Mall to reduce carbon emissions by 500,000 lbs. The campaign runs June through September. ODOT has obtained 27% of its goal.

#### b. Transportation Options (TO) Package

At a recent TO meeting members discussed what an aggressive, robust transportation options program model would it look like. (Employee incentives, rideshare, carpool, etc.) Washington spends \$19 million on transportation options and Oregon spend \$3 million. For an effective Transportation Options program, Oregon needs to invest approximately \$11 million.

PTD added a couple of topics:

OPTIS: Installing the system; formal testing is being conducted; PTD will accept the system in August; PTD will run parallel systems to ensure the system is working properly. Then we’ll go automated; and Provider accessibility will be added. Providers will be able to submit reports, etc. through OPTIS.

### TRAINING:

- Washington State Transportation Conference is September 8-10, Kennewick, WA
- Drug and Alcohol Compliance Training in Salem is July 21-22.
- Oregon Public Transportation Conference (OPTC, formerly OTA Conference) – October 26-28, Seaside, OR.

1:45 p.m.

**ITEM D**

**Innovation Application Review**

Lane Transit District – Project 324  
Senior & Disabled Services  
Transportation Case management and  
Brokerage /Call Center project

Discussion continued from last PTAC meeting from Terry Parker, Accessible Transportation Manager, and Steve Parrott, Manager of Information Technologies Department (IT) at Lane Transit, regarding LTD's Transportation Case Management and Broker/Call Center Project. Information was provided to assist PTAC in determining whether or not the project is "Innovative" and whether or not to recommend the "Innovation" grant money applied for in the last Discretionary Grant cycle. LTD looked for a tool that was suitable for both small and large systems. Coordination is very complicated.

Trial testing is being conducted in Oakridge and Florence. LTD will continue to expand and use this software and program. If Innovation funding is provide this program will be expanded to include other providers.

LTD representatives went to Washington DC and discussed this project and compared it to other models in the US and found this model of coordination is not used anywhere else in the country. Elaine Wells from Ride Connection was contacted and she concurred that this model is not being used anywhere that they are aware of. The closest model was City of Pittsburgh but even there this project is innovative.

Evaluating eligibility and transportation needs is extremely important. What happens today, currently, riders enter DHS transportation system and are steered toward ADA Paratransit, or funneled into sections; medical, low income, Medicaid, etc., where there's different sets of eligibility restrictions.

This project streamlines intake interviews for eligibility from three or four for transportation (Medicaid, ADA, JARC, senior, disabled, low income, etc.) to one transportation case manager who will extract rider transportation needs; then evaluate and input this information into the new Call Center computer system. Billing will be sent to the appropriate source for equitable distribution of the cost of eligibility.

Currently one person could get two bus passes if they were eligible for two different programs because of decentralization of the different transportation programs. This new program will ensure such errors do not occur.

LTD took a systematic approach and development of software for the brokerage system. The special transportation brokerage system needed a tool to accomplish the goal of better, more efficient coordination and that's what this software system does. The software is easily maintained and can be centralized and talk to other providers. It is a web-based application. This Call-Center system will contain all information on riders and tracks their progress.

Chair Lowry asked for Committee vote: Is this an innovative project? Motion passed; PTAC unanimously agreed that this project is innovative and funds will be made available. There were two abstentions (Terry Parker, LTD and David Riccacio, OVRs).

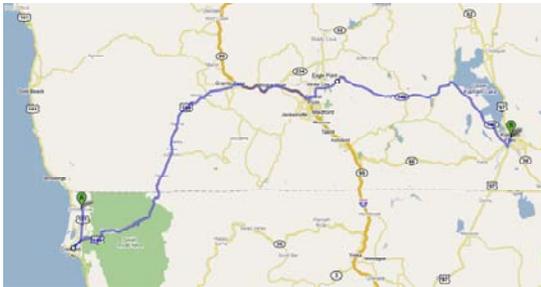
2:45 p.m. **BREAK**

3:00 p.m. **ITEM E**  
**Intercity Bus Project Update**

After evaluation of criteria, the route between Klamath Falls, Medford, Smith River, CA was selected for Intercity funding. Based on the current service revenue this service should be close to the five year goal of 30%+ service costs. PTD has begun work on an RFP to secure a vendor to provide service, as well as an RFP for marketing activities.

### Intercity Project Update

After analyzing 22 route segments, then defining 6 services for further analysis and scoring, the top scoring service is Klamath Falls – Smith River, CA



3:15 p.m. **ITEM F**  
**Coordinated Transportation Plans**

Under SAFETEA-LU the Federal Transit Association law requires 5310, JARC, and New Freedom participants to develop coordinated human service/transportation plans in order to receive project funding. Agencies receiving only 5311 are not required to have a plan, but are encouraged to participate. State STF regulations also require STF agencies to develop local transportation plans in order to receive state dollars. These requirements were combined into the “Coordinated Transportation Plans”.

AOC was contracted by PTD to review and evaluate the coordinated plans received from providers. AOC analysis of the plans found common themes. The AOC evaluation of plans also identified some common weakness (see handout for details)

- |   |  |                             |
|---|--|-----------------------------|
| ◦ Need for additional hours of service                | ◦ Need for out-of county trips                                 | ◦ Need to serve rural areas |
| ◦ Lack of awareness of existing services              | ◦ Affordability  | ◦ More frequent service     |
| ◦ Need for better intra-city services within a county | ◦ Higher level of service needed for persons with disabilities | ◦ Services for Veterans     |

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- Medical trips for non Medicaid eligible persons
- Better coordinated services and programs
- Capital needs: vehicles, facilities, bus shelters
- Interjurisdictional travel needs

Very soon, each STF agency will receive an analysis of their particular plan with recommendations from AOC. Also, STF agencies will get a copy of the state-wide analysis with other STF agency plans so that comparisons and differences can be seen between providers.

3:30 p.m.

**ITEM G**

**Discretionary Grant Program – Policy Subcommittee Report**

Mr. Ward said the estimated available funds for the 2009-2011 Discretionary Grant program is \$24,335,000.

The Subcommittee gave the following report.

The purpose of the program:

1. Implement the Oregon Transportation Plan, and align the program to meet strategies of the Governor’s Climate Change Initiative;
2. Support the network of transportation services;
3. Give flexibility to PTD to allocate funds to meet statewide goals, equity and preservation needs;
4. Meet Federal Transit Administration and State program purposes and guidelines
5. Support transportation services for all Oregonians with an emphasis on people with low income, people with disabilities and older adults.

The goals for the program.

1. Simplify program applications and processes
2. Program supports provider/applicant needs, including consideration of local match issues;
3. Leverage local and STF discretionary funds for matching federal funds;
4. Preserve current services and infrastructure;
5. support local decision-making and coordination efforts;
6. Ensure equity (including geographic distribution), and fairness;
7. Use objective criteria to rank project priorities; and
8. Stabilize fund expectations of providers.

Ms. Potter said the chart showing estimated funds for the 2009-2011 biennium is helpful and asked PTD to include the chart in the Discretionary grant program information that is mailed to applicants.

Grant program options:

Subcommittee suggested the following recommendations to the program:

1. Focus the discretionary grant program on the funding sources specific to special transportation: 5310, STF Discretionary, New Freedom & JARC. The Intercity, Mass

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Transit, Transportation Options, Innovation and Planning programs would be offered separately.

2. Allocate all of the available 5310 and STF discretionary funds to the STF agencies. The allocation is referred to as a “target”. Each target would be comprised of 5310 and STF discretionary funds. (The majority of funds would be 5310.)
3. Each STF agency would receive an amount of funds based on its share of the state’s population plus an additional amount based on proportion of seniors and people with disabilities.

3:50 p.m.

### ITEM H

#### **Suggested Topics for Next Meeting and Wrap-up**

- Highway solar panel project
- Mass transit vehicle replacement
- Gas Tax “Onions”
- Discretionary Grant planning, schedule, materials, etc.
- Connect Oregon – Salem Airport approved. What happens now that Delta is leaving Salem? Dollars go to next project on the “List” but what if that next project costs more money? (Lorna Adkins)

Next meeting is September 8, 2008

Ernie Palmer moved to adjourn the meeting, John Wenholz seconded, and Committee unanimous agreed to adjourn the meeting. The meeting was adjourned at 4:00 p.m.