

**PUBLIC TRANSPORTATION ADVISORY COMMITTEE  
MEETING NOTES  
November 8, 2010**

**Date:** Monday, November 8, 2010  
Time: 1:00 p.m. – 4:00 p.m.

**Location:** ODOT – Region 2  
455 Airport Rd SE, Salem, OR

**Members Present:**

Bob Lowry, Oregon Passenger Rail Advisory Committee (OPRAC)  
Claire Potter, TriMet  
Allan Pollock, Salem Area Mass Transit District (SAMTD)  
Ernie Palmer, Basin Transit Service, Klamath Falls  
Julie Brown, Rogue Valley Transportation District  
Mary Jo Carpenter, Oregon Transit Association (OTA)  
Terry Parker, Lane Transit District (LTD)  
John Wenholz, Assoc. of Oregon Counties (AOC)  
Heather Ornelas, Bend Area Transit District, City of Bend  
Sally Lawson, Oregon State Area Agencies on Disabilities, NW Senior and Disability Services (NWSDS)  
Roxanne Daniel, Salem-Keizer Transit, Transportation Options Group of Oregon  
Tim McQueary, Governor’s Commission on Senior Services

**Members Absent:**

Angel Hale, Oregon Commission for the Blind  
Dennis Dick, Valley Retriever Bus Lines, Intercity Bus Service Provider  
Bill Hall, Assoc. of Oregon Counties (AOC)  
David Ritacco, Office of Vocational Rehabilitation

**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  
Sharon Peerenboom, Small City Rural Program Manager  
Cary Greenwood, Training & Technical Assistance Program Manager  
Lee Lazaro, JTA/STO Program Assistant

**Interested Persons Present:**

Tim Wilson, Interested Citizen

**Guest Speakers:**

Jim Peters, DKS Associates  
Jennifer Bachman, DKS Associates

## **Welcome, Introductions, Items of Interest**

Chairperson Terry Parker called the meeting to order. Welcome and introductions were made. Meeting notes from the September 13, 2010, PTAC meeting were reviewed. A motion was made by Heather Ornelas to approve the notes with changes (Page 7, remove Lorna Adkins), seconded by John Wenzholz and unanimously approved by Committee.

Mr. Ward said that the September presentation to the OTC was excellent. There was a lot of discussion; a good exchange with the OTC members. Transit was given a lot of time on the agenda. It was a good opportunity. The video was well received and the Ride Connection book (“Rider’s Voice“) was an excellent resource.

## **Public Comment**

None.

**Statewide ITS Architecture and Operational Concept Plan**The architecture is a transit blueprint structured to meet federal requirements. The operational concept can guide agencies and public transportation providers who are considering new technologies to improve transit service and/or customer service. Primarily, the public transportation operational concept describes the roles and responsibilities of stakeholders as they relate to advanced public transit systems such as automatic vehicle tracking, transit security systems and traveler information, etc.

In Oregon, the applications focus on transit management, transit traveler information, transit security, and archived data management.

- Transit Management – Includes technology that improves transit operations by automating systems, using monitoring capabilities, and improve communications.
- Transit Traveler Information – Allows riders to make pre-trip and enroute plans using phone, web-based, or kiosk systems.
- Transit Security – Allow transit agencies to improve security monitoring.
- Archived Data Management – This is a method to transfer data from a vehicle or system to a database for archiving. The data is used for performance measures, transit planning and federal reporting.

Temporary Online location for more information on the Oregon Statewide ITS Architecture:

<http://dksmapper.com/OregonStatewideArch/>

Future Online location:

<http://www.oregon.gov/ODOT/HWY/ITS/oregonStatewideArch/>

## **Public Transit’s New Training Program**

Oregon’s training curriculum is comparable to other states’ training programs in the U.S.

Issues for discussion:

1. Who is responsible for specific training
2. How should training costs be shared?
3. How should training scholarships be allocated?
4. Views on train-the-trainer service delivery?

Committee examined the research involved in this program. ([link to PowerPoint presentation](#))

The new proposal for the PTD training plan was presented:

- 100% if the training benefits the state process or federal review.
- 80%/20% if the training benefits state and providers equally.
- 50%/50% if the training benefits providers more but state sees some benefit.
- 0% if the training benefits providers only.
- For Out-of-State training, one registration per provider every other year within budget limitations.

Committee discussed improvements in training such as using webinars, streaming video, meetings on-line, videotaping, etc., to reduce costs; though it doesn't always have to be high-tech. Members agreed that we are currently using many training methods from the last century and our program should be updated. Staff and members noted that unfortunately, some "fresh" technologies are not yet technically stable, but will be opportunities for future improvements. It was suggested that the annual OPTC conference could present more required training opportunities to take advantage of reduction of costs although others didn't feel small providers could spare drivers, dispatch, etc staff to go out of the office to Seaside for training. Some felt a "core" curriculum needs to be resurrected.

Committee was notified that the Defensive Driving class will be cancelled after June 2011 as this training is readily available at reasonable cost through other sources.

### **Administrator's Report**

- PTD applications for new Multi Modal Flex Funds Program – Applications are due by Friday, November 12. PTD is submitting three applications (Statewide TDM project, I-5 Portland to Eugene intercity project and the GIS Google project).
- 2010 FTA \$3m State of Good Repair – On October 4, the FTA awarded ODOT \$3million in discretionary funds to purchase transit vehicles under the "State of Good Repair" program. On behalf of the rural transit providers, PTD applied for the funding and will allocate money to thirteen transit providers. The federal funds will allow for the purchase of 33 vehicles.
- Successful 2010 Oregon Public Transportation Conference – 210 attendees, 37 vendors attended this year's conference. Members were reminded to please respond to the OTA survey regarding feedback for next year's conference.

### **Update on PTD Discretionary Grant Programs**

- **STF Forums Debrief**
- **2011-2013 Discretionary Grant Solicitation**

Jean Palmateer and Joni Bramlett, ODOT transit program managers, spoke to STF agencies throughout the state (72 people at five forums) to identify the following issues:

- Are the requirements for the STF Agencies understood?
- What are the STF Agency limitations to meeting these requirements/
- What can PTD do to assist STF Agencies in meeting requirements?
- What are other issues or concerns for STF Agencies?
- What are good outcome measures for elderly and disabled transportation services?

The general belief is that agencies do not have enough staff and have few revenues to perform all the requirements in a timely manner. Getting enough Administration dollars is challenging; and agencies, at times, feel they are in competition with Operation/Service dollars. Our transit partners want more training programs. It was generally agreed that STF Agencies should be responsible for data collection from providers and reporting milestones and performance to PTD.

### **Review 5311 Formula Project & Draft Recommendations**

FTA requires 5311 funds be distributed in a fair and equitable manner. The public Transit Division contracted with Portland State University to review the current 5311 formula program and possibly make recommendations for changes. Ashley Haire, Ph.D. conducted the research project.

Currently, ODOT's 5311 formula program is based on:

1. \$50,000 base grant +
2. 50% on population
3. 25% on rides
4. 25% services miles

Dr. Haire presented a few findings:

Few states use a funding formula based on performance.

Dr. Haire's review looked at several other states' methods of distribution. Colorado, New Mexico, Oklahoma, Utah, Washington and Wyoming use competitive selection for 5311 distribution. States distributing 5311 through a formula are Alaska, California, Indiana, Nebraska, North Carolina, Maine, and Iowa.

Dr. Haire discussed various options to bring equity and effectiveness to the Oregon formula. Various options to consider were:

1. Get rid of formula and use a competitive application.
2. Change weighting of Ridership and Miles.
3. Eliminate population parameters from the formula.
4. Eliminate base allocation; currently \$50,000.
5. Reduce annual allocation when not used; use three year average of unspent funds.
6. Maintain use of floor and cap on funding levels. Not less than 95% of previous year and no more than 110% of prior year's grant.

Committee had lively discussion and did not come to agreement during the time given on this subject. More time was needed for members to consider information, provide input and complete the discussion.

Motion to meet in December was made by Ernie Palmer, seconded by Heather Ornelas and Allan Pollock. The committee unanimously agreed to meet in December to continue discussion of the 5311 formula program.

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

A special meeting to continue work on the 5311 formula program will be held on December 13. The meeting location was still to be determined and will be announced.

The meeting was adjourned at 4:10 p.m.