Meeting Minutes
Cow Creek Government Offices
April 12, 2019 (4:30-5:15 PM)

In attendance: Sarah Thompson, Lonnie Rainville, Maureen Davis, Cougar Buschmann, Aria Mathison

The meeting was called to order at 4:07 pm at the Cow Creek Government Offices in the South Programs Building conference room:

- The group was given binders with all the STIF information in it, including a copy of today’s agenda, a draft copy of the Advisory Committee Bylaws, a draft copy of the Cow Creek STIF plan template, and a copy of the Douglas County Coordinated Transportation Plan.
- Lonnie and Sarah gave the group a brief overview of where the STIF funding comes from, what its purpose is, and the expectations that come with applying for the funding.
- Sarah informed the group that with them being such a small committee, it was imperative that they all attend every meeting, as without all three of the members, there isn’t a quorum and nothing can be voted on. Sarah reiterated that she will make sure to solicit availability from each member of the committee prior to scheduling their meetings each quarter.
- The draft bylaws were reviewed. Maureen requested further information regarding the terms. Lonnie stated that with the staggered terms, we would have one committee member be reappointed after two years. Sarah informed the group that the bylaws printed in their binders are not the proper set. The proper set is the one that was emailed to the group on 4/9/2019 and attached with these minutes.
- Cougar asked if the committee’s purpose was mainly to direct the use of the project funding? Lonnie stated the funding is set by the state, the committee purpose is to review and approve projects that are brought forth to them for approval.
- Maureen made a motion to approve the bylaws as sent in the email on 4/9/2019. Cougar 2nd. All in favor, motion passed with a 3-0 vote.
- Sarah went through the Draft STIF Template with the group and outlined each of the projects.
- Cougar requested copies of all the PDF’s that were uploaded into the STIF Template. Sarah will bring to next meeting.
- Sarah outlined that the first project that we must perform is creation of a Tribal Transportation Plan.
- Maureen asked if the information and research has already been performed for the plan. Sarah responded that some studies have been performed and an outside firm will be retained to perform the remainder.
- Cougar asked if in the plan will the use of the vehicle purchased be providing service to unemployed individuals and giving rides to the employment centers in Roseburg.
• Sarah asked the group to please take the STIF Application template home with them to review and if there are any questions or comments regarding the plan, to please email or text Sarah with requested information.
• Sarah informed the group that this plan will need to be voted on at next week’s meeting to have the recommendation pushed forward to the Tribal Board at their meeting on 4/24/2019.

The next meeting is scheduled for Tuesday April 16, 2019 at 5 pm in the South Building Conference Room.

Meeting adjourned at 5:12 PM.