

## **PTAC Meeting and Conference Call Transit Maintenance Group Summary May 4, 2020**

**July 2016:** A request from Christine West, former ODOT RPTD Capital Program Coordinator, was sent to PTAC for approval to create a transit maintenance group for the Oregon transit community. Some justifications for this request were:

- *By maintenance staff participating in meetings, they will be able to exchange information, procedures and ideas, improve safety, reliability, efficiency and effectiveness of bus operations, reduce costs of maintenance facility operations, improve passenger comfort and encourage the development of new and improved bus technologies.*
- *Allow ODOT RPTD to develop the best policies and procedures to maintain fleets in a “state of good repair”.*
- *This forum will also provide an opportunity for ODOT RPTD to review vehicle maintenance inspections, pre and post trip inspections forms. This enables ODOT RPTD to reach the goal of more oversight for maintenance and preventive maintenance activities throughout Oregon.*

**November 30, 2016:** Christine West sent an invitation email to individuals who were chosen by their agencies to attend or call in to participate in the initial meeting scheduled for January 11, 2017.

**January 11, 2017:** The initial maintenance group meeting/conference call was held and a number of agencies were represented. Christine West facilitated this and subsequent meetings and developed a standard agenda for these meetings which included roundtable discussions on topics such as:

- Vehicle maintenance issues
- Warranty issues
- Compliance issues (forms, data, tracking, etc.)
- Facility issues
- Open discussions

A total of six more meetings/conference calls were held between January 2017 and June of 2018. A particular highlight was in September 2017 when the OPTA conference was held in Pendleton. A maintenance group meeting was held at that time and included ADA passenger assistance and restraint training provided by the Q-Straint company, as well as a bus roadeo. Many of the maintenance group members assisted with the roadeo.

After the departure of Christine West around June of 2018, and in the transition to a new Capital Program Manager, there was no maintenance group activity.

**October 29, 2019:** At the OPTA conference held in Seaside, Kathy Holmes the new ODOT RPTD Capital Program Manager facilitated a roundtable discussion with several members of the previous maintenance group regarding a re-launch of the group. Direction of the group, agenda items and schedules were discussed. Robert Johnson from Kayak Public Transit was nominated as group chair, and Dean Orr from Ride Connections as co-chair. The future role of the group was discussed, and it was determined that they would continue to provide a forum for networking between agencies to carry on with the original vision set forth in 2016. The intent is for the group to conduct its' meetings autonomously, with support and input from the ODOT RPTD staff.

**January 14, 2020:** This date marks the first reorganized maintenance group meeting under the direction of Kathy Holmes, the new Capital Program Manager. Several of the agenda items discussed were:

- Group member directory
- Contract vs. in-house maintenance/inspections
- Possibility of a Facebook group page
- CTAA VMMI group training
- Vehicle base specifications

**April 14, 2020:** This meeting was originally planned to be held in Pendleton as part of the new rotating meeting site schedule, but was changed to a conference call instead due to the restrictions on travel and public meetings arising from the Covid-19 pandemic.