

**Statewide Transportation Improvement Fund (STIF)  
Advisory Committee**

**Meeting Minutes  
Cow Creek Government Offices  
April 17, 2019 (5:00-5:40 PM)**

**In attendance:** Sarah Thompson, Lonnie Rainville (via phone), Maureen Davis, Cougar Buschmann, Aria Mathison, Sandra Henry

The meeting was called to order at 4:59 pm at the Cow Creek Government Offices in the South Programs Building conference room:

- The group was given draft copies of the 4/12/2019 meeting minutes. Minutes were reviewed. No comments were given or changes proposed.
- Maureen Davis made a motion to accept the minutes, Cougar Buschmann 2<sup>nd</sup>, all in favor. Motion passed 3-0.
- The approved bylaws were handed out to replace the draft in the committee's binders.
- Sarah informed the group that the Regional Transit Coordinator had performed a 2<sup>nd</sup> review of the STIF Plan and advised some description additions and outcome measure additions. Those were put into the new Draft STIF Application and handed out to the group to replace the previous Draft in the binders.
- Discussion ensued regarding the STIF Plan.
  - Cougar posed some questions regarding the allocation of STIF funds points 3 and 7. Regarding point 3: implementation of reduction in fares, the question was posed as to if we already have a plan in place to make the rides free? Cougar was informed the Tribe already provides bus passes for Tribal Members free of charge on a first-come first-serve basis through UTrans utilizing transportation grants already in place. Regarding point 7: Implementation of programs for students, the question was posed as to if we will be providing service to colleges and universities. Cougar was informed that the purpose of the STIF funding was to improve and expand transit services for youth 9-12<sup>th</sup> grade.
  - Sandy asked if the committee's obligation was to help develop the plan and push forth the recommendation to the Tribal Council and that recommendation has to address all 7 of the allocation of STIF funds points. Sarah informed her that was correct. Sarah informed the group that we do not have to meet criteria number 4 due to having an area of less than 200,000 people.
  - Aria asked for clarification on whether the rides for the high school students would only be for transportation to the TCC. Sarah outlined that the criteria would be in the program plan as to where transportation would be available to. Most likely it will be scheduled for after school activities, group activities, tutoring activities. The transportation would be based on the services being received at the TCC. Cougar asked if the Transportation Manager would be talking to the high schools etc. about transportation needs. Sarah outlined that

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project 3, task 1 discussed the outreach responsibilities of the Transportation manager.

- Maureen asked if the Transportation Manager would act as the dispatcher. Lonnie explained to the group that the most likely scenario with the low amount of funding would most likely be the driver/dispatcher will be the manager as well.
- Cougar asked about Policy 4.4 under Goal 4 policies in regard to addressing disparities, barriers and needs that impact ability to access and use. He would like to know if we could advertise the services under this program funding in the Tribal Newsletter, on the Facebook page and anywhere else we can think of. He's sure that most people don't know about the current services we offer. Sarah reiterated that outreach and education are necessary to carry out the plan. Maureen explained that it is extremely difficult to coordinate trips from long distances. Trainings and public meetings on availability. Sarah also informed the group that with this funding we are tasked with coordinating with other agencies.
- Cougar asked about Policy 6.6 under Goal 6 policies in regard to emergency response and recovery, if that meant EMT services in the program. Sarah explained that the Tribe has an Emergency Management division with the Government Offices and that every department of the Tribe integrates emergency operation plans into every program. This would be a contingency plan set in place in case of emergency, natural disaster, etc., however, the driver of the vehicle would be trained in basic first aid, CPR and AED.
- Aria questioned whether owning a vehicle and having a driver's license would preclude somebody from utilizing the transportation services. Sarah informed her that if someone qualified for the service by utilizing one of the programs through the TCC, having a vehicle would not affect eligibility for the programs.
- Discussion around the STIF Template ended.
- Sarah asked for a motion to approve the STIF Plan Template as written, with projects ranked in order from 1-3. Project 1 being the Creation of a Tribal Transit Plan, Project 2 being the purchase of an ADA accessible vehicle, and Project 3 being the Operation of the Tribal Transit Program.
  - Cougar made a motion to recommend the STIF Plan, as lined out in the updated version handed out at today's meeting, to the Tribal Council as the STIF Plan Application to be submitted to ODOT on May 1, 2019. Maureen 2<sup>nd</sup>, All in Favor. Motion passed 3-0.
- Sarah informed the committee that she would be presenting this STIF Plan to the Tribal Council at next week's meeting to receive a resolution to submit the Plan to ODOT.
- The next meeting will be a phone meeting scheduled for 11:00 am, Friday April 19, 2019 to approve today's meeting minutes. The next official business meeting will need to be scheduled in August 2019.

**Meeting adjourned at 5:36 PM.**