



Special Transportation Advisory Committee Meeting (STAC/STIF)

Monday, February 8, 2021 @ 1:00 PM

3076 NE Diamond Lake Blvd  
Roseburg, OR 97470

– ZOOM Meeting

**MINUTES**

**PRESENT:** Dick Dolgonas, Toby Notenboom, Shelley Gurney,  
Natasha Atkinson.

**ABSENT:** Roy Spurgeon.

**1. Call to Order**

Meeting called to order at 1:03 p.m. by Chair Shelley Gurney.

**2. Approve Minutes – Motion**

Natasha Atkinson moved to approve minutes from the December 22, 2020 STAC/STIF meeting. Seconded by Dick Dolgonas. No further discussion. Motion carries. Vote: 4 – Yay. 0 – Nay. 0 – Abstain. 1 – Absent.

**3. Review of 5310 and STF project applications – Cheryl Cheas**

Funding availability for 5310 and STF funding, both funding sources are targeted to fund services that are elderly or have a disability. The 5310 funding has a total of \$877,916 available to allocate. The STF funding has a total of \$523,060 available to allocate.

UPTD received a total of 7 applications for 5310 funding, including City of Reedsport, City of Winston, Hyper Transport, Mercy Express, North Douglas Betterment, Umpqua Homes Inc., and UVdN. Some reductions in the requests as a recommendation to fund the Call Center, but are only

recommendations, the Committee would have to set the changes to funding recommendations deemed necessary to present to the Board.

UPTD also had a couple of applications received that were for Client Only services from Douglas Resident Training Facilities and Sunrise Enterprises, both of those providers provide an excess of 20,000+ rides a year.

Funding request documentation from prior biennium provided for comparison for funding amounts that were allocated then, and the recommendation made.

Committee detailed discussion regarding increase and decrease amount calculations. Ensured calculations were comparable to the amounts awarded in funding amounts from 2019 project amounts, not less than what was awarded to the providers the last time, and inclusive to Hyper Transport as an unknown new applicant provider.

Each provider still has STIF funding available; each project has STIF available for expansion of Dial-A-Ride services providing additional revenue service hours or miles. There is also funding set aside for any service provider that is able to fill the gaps in service. The desire was to reach the total 5310 allocation of \$877,916 and the STF request 10.27% match.

Committee inquired why major differences between requests made by providers and recommendations made, and concerns where providers are to make up the differences in funding. Mercy Express, for example, requested, \$319,719, and the recommended amount falls short \$126,000. Concerns for Mercy Express funding 2 years ago, their total allocation was \$111,000, with \$99,000 of which was 5310 and \$11,399 was the match. The request is \$75,000 increase over the last 2 years, and in addition they have had the STIF funding available to them as well.

Some agencies have had gap filled with STF funding, recommendations along with STIF funding. The numbers are a recommendation, and the committee can change the numbers if they deem needed. The numbers requested were for operations only. By taking decreases at the end that puts everything within the numbers, including the Call Center funding

which has to be complete as it funds 4 dispatchers and the supervisor. Between 5310, STF, STIF the Call Center is fully funded.

Brief mention that application refers to coordinated plan, Committee requested clarification. The Douglas County Coordinated Plan is no longer a viable plan and UPTD is in the process of creating the Transit Master Plan and a Coordinated Plan. The current City of Roseburg TSP and Tech Memo #5.

STIF project for Dial-A-Ride demand response has \$393,000 requested with \$100,000 to fill the gaps, and an additional \$300,000 from the current biennium that was not accessed that is getting rolled over to the next biennium. UPTD providers would have to meet the metrics in order to show that requirements are being met to use funding, but the funding is available for all providers.

**MOTION:** Toby Notenboom moves to recommend the 2021-2023 UPTD 5310 and STF project applications to present to the UPTD Board of Directors. Seconded by Dick Dolgonas. No further Discussion. Motion carries. Vote: 4 – Yay. 0 – Nay. 0 – Abstain. 1 – Absent.

#### **4. Public Comment – 5 minute limit**

Shellie Stefanich, Mercy Express, unclear on the 5310 applied for the \$286,000, and are only recommended for \$175,000. Stating did not receive any documentation of this, but that the numbers were based on real expenses and the opportunity to buy a replacement bus, because the van currently in service has over 204,000 miles on it. Main goal was to get two newer vehicles and drivers to go with those. Cheryl Cheas clarified that 5310 funding is limited, and STIF funding is available, and vehicles are in process. Shellie stated will have conversation with Cheryl in due process instead.

Natasha Atkinson, UHI, wondered if there was a document resource available to providers to be able to understand which type of funding source is for what type of need.

#### **5. Meeting Adjourned 1:56 p.m.**