



Regular Board of Directors Meeting

Umpqua Public Transportation District

Monday, October 14, 2:00 p.m.

3076 NE Diamond Lake Blvd, Roseburg, OR 97470

Approved Meeting Minutes

Addressing Technical Difficulties and Public Transit Discussion

The meeting experienced some technical difficulties including issues with the meeting password and volume and began around 2:10 pm. Despite these issues, the team proceeded with the meeting, with UPTD calling the meeting to order and conducting a roll call to ensure everyone's presence. Jennifer Bragg was the only one to raise her hand for public comments, followed by Patrick Short who provided his public comment. The conversation ended with UPTD thanking everyone for their patience and participation. UPTD shared their 20-year experience with public transit, discussing the price changes over time and expressing willingness to pay more for the continuation of public transportation.

Concerns Over Board Functioning and Ben Edls' Appointment

UPTD and Jennifer Bragg discussed concerns about the functioning of the board and the potential appointment of Ben Edtl as the interim general manager, who lacks transit experience but has a history of suing governmental entities. Jennifer Bragg expressed worry about the impact on the county's public transportation system, particularly for marginalized groups such as seniors and people with disabilities.

Addressing IT Contract and RFP Issues

The meeting focused on the IT contract and the need for a Request for Proposal (RFP) to address issues with the phone queues and other IT services. The board is new and discovering some issues, including the lack of RFPs for ongoing services. The IT contract is significant and needs to be corrected. Doug is working on the RFP and needs key dates for its posting. The board will need to approve the posting of the RFP. The IT company that takes over the service could potentially do so with minimal downtime, possibly over a weekend. The board is moving to ensure compliance with major spending and contracts.

Procurement Policy and RFP Guidelines Discussion

UPTD discussed the procurement policy and the need to include Federal clauses in the RFP to allow for the use of both state and federal funds. The team agreed to post the RFP with a closing date that complies with their current procurement policy, which is more stringent than Federal guidelines. In the absence of a specific closing date requirement, the closing date was tentatively set as one week or per the policy, whichever is greater. The team acknowledged uncertainty around whether payments would come from state or federal funds and decided to err on the side of caution by including Federal clauses.

Procurement Policy and RFP Complexity Discussion

UPTD and Director Curreri discussed the procurement policy, agreeing to ensure all necessary clauses are included. They also discussed the complexity of the RFP, which should be listed in their procurement policy. The conversation then shifted to the STAC committee applications, with UPTD confirming that they have four members, down from five. They expressed interest in recruiting more members and encouraged others to consider joining the committee. The acronym 'STIF/STAC' was clarified to stand for Statewide Transportation Improvement Fund and Special Transportation Advisory Committee.

Special Projects Application Process and Hiring

[Umpqua Public Transportation District, 3076 NE Diamond Lake Blvd, Roseburg, OR 97470](http://www.umpquapublictransit.org) 541-671-3691

UPTD discussed the application process for special projects and the role of the committee in recommending how to move forward with the funds. They also mentioned the need to show reasonable effort to obtain five members and the importance of public comment in the hiring process. The meeting then transitioned into an Executive Session to review interim general manager applications and complete final interviews, as per the guidelines set by Ors 192.6 6 0 2 a.

Managing Meeting Transitions and Zoom Links

UPTD instructed the team to hang up and call back in if they wanted to continue joining the meeting after the Executive Session. They were to go into the waiting room and be let back into the general meeting once the Executive Session concluded. UPTD also mentioned that those present in the building should exit the boardroom and join the other meeting. Cathye was advised to call into the other meeting, but she only had one Zoom link.

Executive Session

Executive Session was held for the purpose of interviewing three candidates (the fourth candidate had withdrawn their candidacy) and discussion of the interviews. The Directors weighed in on their thoughts for choosing the Interim General Manager. The terms of the potential contract was discussed with a plan to move forward with negotiation. The Chair abstained from the discussion regarding specific candidates due to potential conflict of interest.

Resumption of Regular Session

Regular session resumed.

Director Curreri made a motion, "I move to offer Ben Edtl the position of Interim General Manager contingent upon the candidates acceptance, any necessary background checks and negotiations." Motion was seconded by Director Lanza. Chair Hammerson reminded the Committee of her prior abstention from last meeting and noted that she would abstain again from this vote due to Potential Conflict of Interest.

Motion Passed:

- 4 – in favor (Estill, Lanza, Vaughn, Curreri)
- 2 – opposed (Atkinson, Mendenhall)
- 0 – abstained (Hammerson)

Director Atkinson recognized herself and read a pre-prepared statement in opposition to the selection of the Interim General Manager Contract. Director Atkinson resigned. Chair Hammerson pointed out that procedurally, the statement should have been read in discussion ahead of the vote. Additionally, the pre-prepared statement had been reviewed by Atkinson's attorney ahead of any discussion, final interview, or vote on the matter. The meeting was adjourned 4:24 pm.

***** AMERICANS WITH DISABILITIES ACT NOTICE *****

The facility used for this meeting is wheelchair accessible. If you require any special physical or language accommodations, including alternative formats of printed materials, please contact the District office/UTrans as far in advance of the meeting as possible, and no later than 48 hours prior to the

Reference:

Attorney General Rosenblum, E. F. (2019). *State of Oregon Department of Justice Attorney General's Public Records and Meetings Manual*. Salem, OR: Department of Justice.

meeting. To request these arrangements, please call 541-671-3691 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).