Regular Board of Directors Meeting

Umpqua Public Transportation District

Monday, September 16, 2024, 5:30 p.m.

3076 NE Diamond Lake Blvd, Roseburg, OR 97470

AGENDA

1. **Call to Order**

2. **Roll Call**

   Doug Mendenhall Michaela Hammerson Natasha Atkinson John Estill
   Cathye Dewhirst Curerri

3. **Pledge of Allegiance**

4. **Consent Agenda**
   - **4.1** August 19, 2024, Draft Regular Meeting Minutes
   - **4.2** August 23, Special Meeting Draft Minutes
   - **4.3** August 29, 2024 Special Meeting Draft Minutes
   - **4.4** September 9, 2024 Special Meeting Draft Minutes
   - **4.5** August 2024 Preventive Maintenance Report

5. **Financial Report** – Sheri Bleau
   - **5.1** August Financial Report

6. **Public Comment for On Agenda Items Only**

7. **Old Business**
   - **7.1** Drug & Alcohol Compliance Review Update
   - **7.2** Discussion RE: RLS August 26-28th, Compliance Review Findings
   - **7.3** Monthly 1:1s between Executive Committee and UPTD Leadership Staff
   - **7.4** Board & Leadership Training
   - **7.5** Status Update for Contracts, Title
   - **7.6** Charging Station Update

8. **New Business**
   - **8.1** Resolution 24-8 Update Signers on the Bank Account
   - **8.2** Consultant Emergency Assessment Update
   - **8.3** ICC (Interview Consultant Committee) Update
   - **8.4** Status of Open Board Position Process
   - **8.5** Discuss IT Contract
   - **8.6** Discussion Regarding Board Compensation

9. **Project Updates**
   - **9.1** STIF Project Updates
   - **9.2** Action Plan Updates
   - **9.3** General Manager Report
   - **9.4** Access Update

10. **ODOT Update –** Jennifer Boardman

11. **Not on Agenda**

12. Public Comment Not on Agenda Items (Limit to 10 minutes total)

13. Agenda Build – Next Regular Meeting July 15, 2024

14. Executive Session ORS 192.660(2)(i) ORS 192.660 (8): To review and evaluate the performance of an officer, employee or staff member if the person does not request an open hearing. This reason for executive session may not be used to do a general evaluation of an agency goal, objective or operation or any directive to personnel concerning those subjects. **ORS 192.660(2)(e)** To conduct deliberations with persons you have designated to negotiate real property transactions.

15. Adjournment

UPTD public meetings available virtually:
https://us02web.zoom.us/j/88660795475?pwd=VFVLZkdES21odTNHK1pWZ1pZb1l4UT09
Meeting ID: 886 6079 5475 Passcode: 400004

AUDIENCE PARTICIPATION INFORMATION

UPTD welcomes and encourages citizen participation at all meetings. By state law, Executive Sessions are closed to the public. To allow the Board to deal with business on the Agenda in a timely fashion, we ask that anyone wishing to address the Board follow these simple guidelines:

- Persons addressing the Board must state their name for the record.
- All remarks are directed to the entire District Board. The Board reserves the right to delay any action requested until fully informed on the matter.

TIME LIMITATIONS
Each speaker will be allotted a total of 5 minutes. At the 3-minute mark, the Chair will remind the speaker there are only 2 minutes left. All testimony given shall be new and not previously presented to the Board.

CITIZEN PARTICIPATION – ON AGENDA ITEMS & NON-AGENDA ITEMS
We allow the opportunity for citizens to speak to the Board on agenda items and non-agenda matters on this evening's Agenda of a brief nature. A total of 30 minutes shall be allocated for this portion of the meeting. If a matter presented to the Board is of a complex nature, the Chair or a majority of Board members may schedule the matter for continued discussion at a future Board meeting. Board members reserve the right to respond to audience comments after the audience participation portion of the meeting has been closed.

The Oregon Attorney General's Public Records and Public Meetings Manual states that the Public Meetings Law is a public attendance law, not a participation law. "The right of public attendance guaranteed by Public Meetings Law does not include the right to participate by public testimony or comment [...] Governing bodies voluntarily may allow limited public participation at their meetings" (Attorney General Rosenblum, 2019, p. 155). Additionally, the Oregon Attorney General's Manual states, "The presiding officer has inherent authority to keep order and to impose any reasonable restrictions necessary for the efficient and orderly conduct of a meeting. If public participation is to be a part of the meeting, the presiding officer may regulate the order and length of appearances and limit appearances to presentations of relevant points. Any person who fails to comply with reasonable rules of conduct or who

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.

causes a disturbance may be asked or required to leave, and upon failure to do so becomes a trespasser. The law's requirement that 'all persons be permitted to attend any meeting' does not prevent governing bodies from maintaining order at meetings" (Attorney General Rosenblum, 2019, p. 156).

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