

Regular Board of Directors Meeting
Umpqua Public Transportation District
Wednesday, March 11, 2020, 5:30 p.m.
3076 NE Diamond Lake Blvd, Roseburg, OR 97470



1. Call to Order

2. Roll Call

Mike Baker
Kat Stone

Sheri Moothart
Mark Hendershott

Jennifer Bragg
Sarah Thompson

John Parker

3. Pledge of Allegiance

4. Consent Agenda

4.1 February 10, 2020 Minutes

4.2 February 25, 2020 Minutes

4.3 February Financial Report

Action Item: Motion to approve Consent Agenda

5. Old Business

5.1 Adjacent Property update

5.2 Employee Handbook: Policies & Procedures Review

Action Item: Motion to approve Employee Handbook, with or without amended changes

5.3 Vision Statement

Action Item: Motion to approve correction to Vision Statement for inclusivity of Douglas County demographics.

5.4 SDAO training schedule

6. New Business

6.1 General Manager Duties, Performance Goals/Bylaws

6.2 UCAN – Transfer of Service

6.3 UTrans

6.3.1 Relocation

6.3.2 Projected Budget

7. General Manager Report – Cheryl Cheas

8. Not on Agenda

9. Public Comment (Limit to 10 minutes total)

10. Agenda Build – Next Regular Meeting April 13, 2020

11. Executive Session (ORS 192.660(2)(a)). To consider the employment of a public officer, employee, staff member or individual agent.

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 shall be directed to the entire District Board. The Board reserves the right to delay any action requested until they are 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 shall not have been previously presented to the Board.

CITIZEN PARTICIPATION - NON-AGENDA ITEMS

We allow the opportunity for citizens to speak to the Board on matters not on this evening's Agenda on items 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 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 541-440-6500 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).

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.