



Minutes

Regular Board Meeting

Monday, August 9, 2021

3076 NE Diamond Lake Blvd, Roseburg, OR 97470

PRESENT: Lonnie Rainville, Sarah Thompson, Mike Baker, Kat Stone, Janice Baker, Tom Trotter, Mark Hendershott.

ABSENT: All Directors present.

1. Call to Order:

Meeting called to order at 5:30 p.m. by Board Chair Lonnie Rainville.

2. Roll Call

Roll call taken by Recording Secretary Christine Sepulveda.

3. Pledge of Allegiance

Recitation of the Pledge of Allegiance.

4. Consent Agenda

4.1 July 12, 2021, Regular Meeting Minutes

4.2 July Financial Report

MOTION: Mike Baker moved to approve Consent Agenda. Seconded by Kat Stone. Motion carries unanimously. Vote: 6 – Yay. 0 – Nay.

5. Public Comment for On Agenda Items Only

No public comment for on agenda items only.

6. New Business

6.1 Resolution 21-3: Bank Signatories

Having new slate of officers on Board of Directors requires Bank Signatories to be reassigned as the individuals authorized to sign checks on behalf of UPTD. Bank Signatories include Lonnie Rainville as Chair, Sarah Thompson as Vice Chair, and Cheryl Cheas as General Manager.

MOTION: Sarah Thompson moved to approve Resolution 21-3: Bank Signatories. Seconded by Mike Baker. Motion carries unanimously. Vote: 7 – Yay; 0 – Nay.

6.2 GM Contract

Prior meeting Board consensus to review Cheryl Cheas' General Manager contract and to hire her as UPTD General Manager. Detailed discussion followed.

MOTION: Mike Baker moved to approve as amended the Employment Agreement General Manager between Umpqua Public Transportation District (UPTD) and Cheryl L Cheas. Seconded by Kat Stone. Motion carries. Vote: 6 – Yay; Lonnie Rainville, Sarah Thompson, Mike Baker, Janice Baker, Tom Trotter, Mark Hendershott. 1 – Nay; Kat Stone.

7. Old Business

7.1 Board Bylaws Review

Detailed Board discussion of each amendment of the Board Bylaws. Staff to edit and present to Directors at next meeting.

7.2 Board Protocols Review

Detailed Board discussion of each amendment for Board Protocols. Staff to edit and present to Directors at next meeting.

7.3 SMART Goals Update

Primary focus on all reports that are due. Vehicles received from DAR providers have been updated in Fleetio to ensure that preventive maintenance goals and intervals are being met. Vehicle lease has been put in place for the current Demand Response provider.

8. General Manager Report – Cheryl Cheas

Discussed in detail Umpqua Public Transportation District July 2021 Report for August Board Meeting, and 2019-21 STIF Projects list/2021-23 Fixed Route STIF Projects regarding route timelines.

9. ODOT Update – Jennifer Boardman

RLS procurement training on July 26, 2021, many participants from surrounding districts. SDIS training is available for board & staff. Additional training in August for grant management. OTA conference will be virtual.

10. Not on Agenda

- Sheri Bleau, UPTD Financial Manager, was introduced to the Board of Directors.
- In need for 1 UPTD Board Member to represent the Board for TAC.
 - Board consensus for Sarah Thompson to participate in TAC.

11. Public Comment

No public comment.

12. Agenda Build – Next Regular meeting September 13, 2021

- OGEC discussion.
- Final review of Board Bylaws & Protocols.
- Kittelson & Associates, Inc.

13. Adjournment 6:57 p.m.