

Minutes
Douglas County Transportation District
Monday, December 3, 2018 5:30 pm
Douglas County Courthouse, Room 311

Directors Present: Kat Stone, Mark Hendershott, Jennifer Bragg, John Parker, John Campbell, Sheri Moothart, Mike Baker

- Call meeting to Order
 - Commissioner Freeman (Douglas County BOC Chair) called the meeting to order at 5:30 pm
- Introductions
 - District Directors and others in attendance introduced themselves and interest in transit.
- Drawing for Positions
 - Directors drew lots from a hat to determine position number
 - County to review statute with legal counsel on interpretation related to lengths of term for each position number. Information to be provided at the next DCTD Board Meeting.
- Swearing in of Elected Officials
 - DC County Clerk Patricia Hitt gave the oath of office to the elected Directors.
- Election of Chairperson
 - Mike Baker was voted as Chair of the DCTD Board. Others receiving votes were Jennifer Bragg and John Parker.
- Designation of minute taker
 - Andrea Chaney from United Community Action Network (UCAN) was designated as minute taker
- Designation of date, time and location of future, regular meetings
 - The next meeting will be held on December 10, 2018 from 5:30pm to 7:30pm at the UCAN office located at 280 Kenneth Ford Drive, Roseburg
 - Future meeting dates, times, and locations will be determined at the December 10th meeting
- Designation of where public notices will be published, and by whom
 - UCAN will publish the public notice for the December 10th meeting. Public notice will be sent to the News Review and other media, and to UTrans and Douglas Rides for publication on their websites.
- Discussion regarding the Transportation District's Legal Council
 - The Transportation District Legal Council will be determined through a Request for Proposal (RFP) process.
 - Information regarding the process and time requirements for the RFP process will be discussed at the next meeting.
- Other business/discussion
 - The need for the Transportation District to establish a business relationship with an auditor was discussed.

- Director position terms need to be determined. The Transportation District will wait for County Council to review statutory requirements and make a determination regarding terms. It is expected that this determination will be made by the December 10th meeting.
 - An agenda was determined for the December 10th meeting. Agenda items are:
 1. Terms
 2. Steps to form an organization
 3. RFP for the attorney
 4. Meet Dennis Pinheiro
 5. Introduction to service providers (Dial-a-ride and Transit)
 6. Future meeting dates, times, locations
 - There was some discussion regarding the format of the meeting. No decision was made regarding meeting format.
- Public Comment
 - There was a suggestion to have meetings at locations other than UCAN
 - There was a suggestion to meet at the City of Roseburg
 - There was a suggestion that the meeting minutes should be taken by a Transportation District Director so that the minutes reside with the District.