



## Minutes

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<b>Meeting:</b>	TriMet Board of Directors Regular Board Meeting	<b>Date:</b>	January 23, 2019
		<b>Time:</b>	9:00 a.m.
<b>Presiding:</b>	Bruce Warner, President	<b>Location:</b>	World Trade Center, Bldg. 2 Plaza Conference Room 25 S.W. Salmon Portland, Oregon 97204
<b>Board Members Present:</b>	Keith Edwards Lori Irish Bauman Linda Simmons Travis Stovall Bruce Warner	<b>Board Members Absent:</b>	Ozzie Gonzalez Kathy Wai

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TriMet Board Business meetings and public forum are available via web video stream. You can access the archived meetings and materials at [trimet.org/meetings/board](http://trimet.org/meetings/board).

President Warner called the business meeting to order at 10:00 a.m.

### 1. Board Reports:

- A. **Committee on Accessible Transportation (CAT)** – Director Bauman reported that the Committee met on January 16<sup>th</sup> and shared the highlights from the meeting (memo attached).
- B. **Finance & Audit Committee Meeting Report** – Director Stovall reported that the Committee met this morning and discussed: 1) Credit Line access for cash flow that will be before the Board today for consideration; 2) transitioning from paper tickets to the Hop Pass; 3) ridership and solutions to increase ridership and how that rolls into the regions goals; and 4) the Fourth Bus Base and costs associated with the Local Improvement District (LID).
- C. **Transit Equity Advisory Committee** – On behalf of Director Gonzalez, John Gardner, Director of Transit Equity, Inclusion and Community Affairs, reported that the Committee met on January 8, 2019 and discussed:
  - 1) Updating TriMet’s Title VI Program, which TriMet does every three years and will begin in March. As a part of that effort, TriMet will update its Language Access Plan that supports the thirteen safe-harbor communities that are Limited English Proficiency (LEP) riders. TriMet will engage with all of those communities to get their feedback to understand how we can serve them better to inform the development of our plan. TEAC discussed how they can participate.
  - 2) Efforts to reconvene Safety & Security Subcommittee in February 2019 with over a dozen community groups participating.
  - 3) Looking at formal tools to promote inclusion and equity.

## 2. General Manager Report

- A. **Station Consolidation** – In response to public testimony, Doug Kelsey stated that the decision to consolidate stations will come before the Board in April for consideration, and noted that the contemplation to consolidate stops was initiated by him to look at ways to provide sustainable transportation to our growing region, and it is not being promoted by big business.
- B. **Ridership** – Doug Kelsey reported on the results for December 2018.

## 3. Consent Agenda

Action: Director Stovall moved to approve the consent agenda items listed below; Director Simmons seconded the motion. The Board approved the motion unanimously.

Approval of Board Meeting Minutes for December 12, 2018

Resolution Directing that the Reading of all Ordinances Be By Title Only

Resolution 19-01-01 Authorizing the Transfer of Appropriated Funds Within the FY2018-2019 Budget

Resolution 19-01-02 Authorizing a Modification to the Contract with G4S Secure Solutions (USA), Inc. for Transit Security Services

## 4. Resolutions

Doug Kelsey and staff introduced the following resolutions and responded to Board questions:

**Resolution 19-01-03 Delegating Authority to the General Manager to Authorize a Line of Credit or Similar Financial Instrument for the Purpose of Interim Financing Capital Projects and to Finance Operations in Advance of Delayed Federal Appropriations or Delayed or Reduced Payroll Tax Revenues**

Action: Director Stovall moved approval of Resolution 19-01-03; Director Edwards seconded the motion. The Board approved the motion unanimously.

**Resolution 19-01-04 Amending the Strategic Financial Plan Guideline on Pension Funding**

Action: Director Simmons moved approval of Resolution 19-01-04; Director Bauman seconded the motion. The Board approved the motion unanimously.

**Resolution 19-01-05 Authorizing Contracts with Aramark Uniform and Career Apparel LLC and Unifirst Corporation for Maintenance Uniform Rental and Laundry Services (3 Lots)**

Action: Director Edwards moved approval of Resolution 19-01-05; Director Stovall seconded the motion. The Board approved the motion unanimously.

**Resolution 19-01-06 Authorizing Contracts with Stellar Services, Inc. for Enterprise Content Management (EM) Software and Implementation Services**

Kimberlee Akimoto, Manager of Records Governance, and Donna Mae Shyduik presented a PowerPoint highlighting the ECM implementation strategy process and answered Board questions.

Action: Director Simmons moved approval of Resolution 19-01-; Director Stovall seconded the motion. The Board approved the motion unanimously.

**Resolution 19-01-07 Authorizing a Contract with Jacobs Engineering Group, Inc. (Jacobs) for Design Services for Blue Line Station Rehabilitation Program (Services)**

Director Simmons declared a potential conflict of interest and noted that she will abstain from voting because a family member works for Jacobs Engineering Group, Inc.

Action: Director Stovall moved approval of Resolution 19-01-07; Director Edwards seconded the motion. Directors Bauman, Edwards, Stovall and Warner voted yes; Director Simmons abstained -- the Board approved the motion.

**5. Ordinance**

**Ordinance 352 of the Tri-County Metropolitan Transportation District of Oregon (TriMet) Amending Chapter 14 of the TriMet Code to Revise the Definition of "Net Earnings from Self-Employment" (Second Reading)**

General Counsel Shelley Devine read Ordinance 352 by title only and explained the change to the TriMet Code.

Action: Director Edwards moved approval of Ordinance 352; Director Simmons seconded the motion.

The following roll call vote resulted in the approval of Ordinance 352:

Keith Edwards.....	Yes
Linda Simmons.....	Yes
Bruce Warner.....	Yes
Travis Stovall .....	Yes
Lori Irish Bauman.....	Yes

**6. Other Business & Adjournment**

Hearing no further business, President Warner adjourned the meeting at 11:04 a.m.

Respectfully submitted,



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Kelly Rurnion, Recording Secretary



Date: January 17, 2019

To: Lori Bauman

C: Patrick Preusser  
Margo Moore

From: Max Calder

Subject: CAT Meeting Highlights – January 16, 2019

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The highlights of the January 16, 2019 CAT business meeting included:

- 1. Chair Update:** Jan opened the meeting and provided an update regarding ongoing work on the Special Transportation Fund Advisory Committee (STFAC). There will be an STFAC update at CAT in March. Jan also noted the CAT utilization of the Ad Hoc meeting structure to ensure items are thoroughly vetted without the pressure of a multi-item CAT meeting timeline. This meeting structure and utilization transforms items into brief CAT updates with pre-crafted motions and understood goals. It has improved the business flow of CAT meetings and capacity for more items that are still appropriately addressed. This process will continue to be utilized, refined and delineated in the upcoming modified bylaws.
- 2. Staff Comment:** Max Calder mentioned that the CAT Bylaws Revisions are in Legal for review and will be circulated through the full CAT and CAT Executive Committee in the coming months and possibly reviewed through Ad Hoc if necessary.
- 3. Public Comment:** There was commentary regarding fleet and policy transformation for the purpose of accommodating additional devices not generally/historically considered “mobility devices.” These devices include bicycles, tricycles and others. The thought was that the definition and interpretation of mobility device is too restrictive for an ever-increasing and dynamic utilization of different devices for the purpose of accommodating a disability.
- 4. Transit Police Report:** Lt. Rachel Andrew mentioned a number of arrests that have taken place to address assaults and robberies that

had been committed by juveniles. Additionally, there is an increased undercover presence at Hollywood, Lloyd and Gateway to address crimes at those stations. Meanwhile, officers are addressing campsite clean-up needs at layover points and fare missions have been restored to previous standard levels. There was also confirmation of the extensive service animal awareness/sensitivity training that officers go through.

5. **Fixed Route Operator Training Update:** Bella Nguyen, Assistant Manager, Transportation noted that a new class of 22 students begins every three weeks. Training is six weeks, so classes overlap. She mentioned that Susanna Taylor reached out to CAT in December to solicit interest in participating in driver training. Patrick Preusser added that perhaps a video including testimonials from CAT members regarding difficult experiences and expectations would be helpful to inform drivers of the importance of working with people with different disabilities. Jan Campbell added that a disability panel may be useful. CAT will form an Ad Hoc to review this and report back to the full CAT.
  
6. **Red Line Extension Improvements:** David Aulwes, Senior Designer and Kate Lyman, Planner III provided a presentation and requested CAT action with respect to the Red Line Extension Improvements. The action stated: **“It is the consensus of the TriMet Committee on Accessible Transportation (CAT) to support a 3.0% or 1:33 longitudinal slope on the proposed light rail station platform for inbound Red line trains at Gateway Transit Center. This is understood to constitute an FTA structural impracticability exception as it exceeds the ADA specified less than 2.0% requirement in the longitudinal direction of the platform. We understand that the side to side slope of the platform will be less than 2.0%, complying with ADA requirements. We understand that 3.0% or 1:33 on the proposed platform is the best that can be achieved for this project and still allow for an ADA connection to the park. This approach has CAT’s full support. TriMet staff for this project will continue to include and work with CAT to ensure that project accessibility and utility is maximized.”** That action was unanimously approved by CAT.

- 7. Bridge Plate Design Type VI Vehicles (Equivalent Facilitation Waiver FTA):** Jason Grohs, Senior Manager and Libby Winters, Coordinator conducted a presentation and noted the request for CAT to endorse a request for Equivalent Facilitation to the FTA for the absence of bridge plate side barriers on new VI vehicles. This was previously provided for the Type V vehicles in 2011. CAT approved this and recommended the provision of a letter of support for the project. The letter will read in part:

**“...The Committee on Accessible Transportation (CAT) is providing this letter to state its full support of TriMet’s request for a finding of equivalent facilitation for bridge plate side barriers for the Type V light rail vehicle.**

**It is the CAT’s position that the bridge plates without side barriers utilized on TriMet’s current light rail system provide equal or greater access to the vehicle than the bridge plate requirement of 49 CFR 38.83(c)(4). The CAT is in agreement that the requirement for side barriers has the potential to impact access for customers using mobility devices and to create a tripping hazard for all ambulatory customers...”**

- 8. Division Transit Project:** Jesse Stemmler, Urban Design Lead provided a presentation and update on the Division Transit Project. This primarily focused on the Shelter Design and all of the public and CAT involvement in this project. Please contact Max Calder (TriMet staff CAT Liaison, [calderm@trimet.org](mailto:calderm@trimet.org)) for a copy of the presentation.
- 9. LIFT Updates & LIFT Ad Hoc Committee Policy Revisions (No Show and Unattended Passengers CAT Action):** Eileen reviewed the proposed LIFT No Show and Unattended Passenger policy revisions that were vetted through CAT Ad Hoc on December 20, 2018.

The proposed CAT Action was unanimously approved. That Motion stated: **“It is understood that the No Show and Unattended Passenger Policies were reviewed and considered by both the TriMet Committee on Accessible Transportation Executive Committee (CAT EC) and the LIFT Policy Ad Hoc Committee on December 11<sup>th</sup> and 20<sup>th</sup> respectively. These draft policies are approved as presented to the full CAT on January 16<sup>th</sup>, 2019 as presented (or with exceptions to be determined, stated, and included in this motion). Staff will report back to CAT with an update on the outreach process for LIFT customers and with respect to the success of policy implementation. Staff will continue to engage CAT in the evolution of LIFT Policy Development & commits to reporting on the effectiveness, efficacy and success of implementation.”**

Other LIFT updates included performance metrics and Service Improvement Program (SIP) trends. Additionally, Steve Hext, General Manager with Broadway Cab joined Eileen to discuss service quality assurance measures that have been implemented to improve. The LIFT Team continues to work together to provide the best service possible.

The January 16, 2019 CAT Meeting adjourned at 12:00 pm.