



Minutes

Agenda

Cowlitz Transit Authority

*Dennis Weber (Chair), Chet Makinster (Vice Chair),
Lisa Alexander, Jeffrey McAllister, Mike Wallin,
Anthony Harris (Nonvoting), Nancy Malone (Alternate)
Arne Mortensen (Alternate), MaryAlice Wallis (Alternate)*

Wednesday, May 12, 2021

4:00 PM

Virtual Zoom Webinar

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Cowlitz Transit Authority will conduct a virtual Zoom meeting on Wednesday, May 12, 2021 at 4:00 p.m.

All members of the public are encouraged to listen in to the meeting and participate via a moderator. For information about Zoom accessibility, please contact the Clerk of the Board's Office at (360) 442-5664.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83467548898>

Dial any of the following numbers:

1 253 215 8782

1 669 900 6833

1 346 248 7799

1 408 638 0968

1 646 876 9923

1 301 715 8592

1 312 626 6799

Webinar ID: 834 6754 8898

In response to COVID-19 and public health concerns, and in concert with Governor Inslee's emergency proclamation, the meetings of the Cowlitz Transit Authority Board will be viewed as ZOOM virtual online webinars.

1. CALL TO ORDER

Chair Weber called the meeting to order at 4:01 p.m.

2. ROLL CALL

Present: Chair Dennis Weber; Vice-Chair Chet Makinster; Member Lisa Alexander; Member Jeffrey McAllister; Member Mike Wallin

Absent: Member (Non-Voting) Anthony Harris; Member (Alternate) Nancy Malone; Member (Alternate) Arne Mortensen; Member (Alternate) MaryAlice Wallis

Staff Present: Amy Asher; Transit Manager, Ken Hash; City of Longview Public Works Director, Tabitha Hayden; Transit Supervisor, Jim Seek; Transit Supervisor, Elizabeth Halili; Clerk of the Board

Others Present: Betsy Despain; Paratransit Manager, Ken Pearrow; CWCOC

3. PUBLIC COMMENTS

None.

4. CONSIDERATION OF MINUTES FOR THE APRIL 14, 2021 MEETING

A motion was made by Alexander, seconded by Makinster, to approve the minutes of the April 14, 2021, CTA Board meeting. The motion carried with all members voting in favor.

21-000712 April 14, 2021 CTA Board Meeting Minutes - DRAFT

5. CONSENT CALENDAR

A motion was made by McAllister, seconded by Alexander, to approve the Consent Calendar in its entirety. The motion carried with all members voting in favor.

21-000713 Invoice 2021-06 - City of Longview - June 2021 \$303,294.16

21-000714 2021 March County Treasurer's Report

21-000715 2021 March CTA Fund Balance Report

6. REPORTS

21-000716 2021 Annual Fixed Route Ridership

21-000717 2021 April Monthly Fixed Route Ridership

21-000718 2021 April LIFT Monthly Ridership

21-000719 2021 April CTA Ridership Graph

21-000720 PTBA Sales Tax Data 2021 vs 2020

21-000732 2021 April Fixed Route Boardings per Hour

21-000733 2021 April Average Passengers per Trip

7. PUBLIC HEARING FOR 2021 PROPOSED FIXED ROUTE SERVICE CHANGE

Jim Seeks gave a PowerPoint presentation of the 2021 Proposed Fixed Route Service Change:

- The staff proposes re-establishing limited service on former Route 56, re-designated as Route 46;
- If approved, this proposed change is expected to start in mid to late July 2021;
- The staff conducted a survey in March 2021, which indicated a demand for more afternoon service in Kelso, WA;
- The staff held a public comment period from April 15 - May 12, 2021, to gather citizen feedback on the proposed route changes:
 - Alternative A: North Kelso to Walmart (via Barnes, Hilltop Market, Faith Center Food Bank, Three Rivers/Safeway, WinCo, LCC, Transit Center, Kaiser Clinic);
 - Alternative B: South Kelso to Walmart (via Three Rivers Mall/Safeway, Foster Farms, Amtrak, WinCo, LCC, Transit Center, Catlin/Main);
 - Alternative C: North and South Kelso to Transit Center (via Barnes, Hilltop Market, Faith Center Food Bank, Three Rivers/Safeway, Foster Farms, Amtrak, WinCo, LCC, Kaiser Clinic);

- The staff received 95 citizen responses to the alternative route choices showing general preference as follows:
 - Alternative A: 45.26%
 - Alternative B: 34.74%
 - Alternative C: 20.00%
- The staff recommends holding a public hearing for the proposed 2021 service change, selecting the preferred route option, and motioning to approve the 2021 Fixed Route Service change to add Route 46.

Chair Weber opened the public hearing at 4:12 p.m. to hear comments on the 2021 Proposed Fixed Route Service Change. There were no comments. The hearing was closed at 4:13 p.m.

A motion was made by Alexander, seconded by McAllister, to approve Alternative A based on the public's voice. The motion carried with all members voting in favor.

Chair Weber directed the staff to implement the change at the earliest possible convenience.

21-000734 SUMMARY STATEMENT:

Public Hearing for 2021 Proposed Fixed Route Service Change

RECOMMENDED ACTION:

Hold public hearing for the proposed 2021 service change and select the preferred route option;

THEN:

Motion to approve the 2021 Fixed Route Service Change to add Route 46

21-000735 RCT 2021 Proposed Service Change - AMENDED

8. DRIVER HIRING UPDATE

Amy Asher gave a brief update:

- Asher plans to add two additional drivers to the driver roster due to continual staffing shortages, and to prepare for upcoming service expansions;
- Twenty-five operator positions are funded in the City of Longview budget;
- Asher's request to add two additional positions will not impact this year's CTA budget due to federal transit operating grants received by the City of Longview that cover 100% of transit's operating costs;
- Additional driver positions are required for the following reasons:
 - The Lexington pilot project is funded and will be official as soon as the governor signs the budget. Asher intends to procure a bus for this project at the end of 2021;
 - One driver out continually on COVID leave;
 - Multiple drivers out on long term medical leave;
 - A change to the driver contract took effect in mid-2019. This change offers sick leave and vacation time to all operators. As a result, more drivers are taking leave;
 - Scheduling difficulties due to drivers frequently utilizing sick leave;
 - To avoid cutting service due to operator shortages;
- Asher stated that recruitment is currently open, and she is looking to fill six vacant positions;
- On April 9, 2021, the staff posted the positions on MyLongview.com, GovernmentJobs.com, Glassdoor, LinkedIn, Linkup, Indeed, Ziprecruiter, Monster.com, and others. In addition, Tabitha Hayden has run radio advertisements, and the positions are posted on FaceBook.

- Five applicants will be interviewed during the week of May 17, 2021;
- Candidates that have an existing CDL and a passenger endorsement will be on the road in June or July. Candidates without a CDL, or who require an Endorsement, will need to attend driver training school, which will add several weeks to the training schedule.

Chair Weber asked if transit agencies are requiring transportation workers to be vaccinated against COVID-19. Asher stated that transit agencies, the FTA, and the City of Longview are not requiring the staff to be vaccinated.

9. MANAGER'S REPORT

Amy Asher gave a brief report:

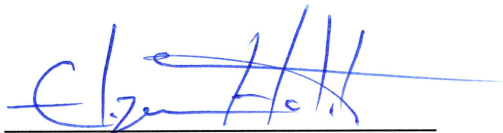
- The staff will be sketching out possible Lexington routes over the next few months.

Betsy Despain gave a brief report:

- Paratransit Services is currently hiring LIFT operators;
- Ridership numbers in March and April 2021 have remained the same. However, in April 2021, ridership was up 30% over that in 2020.

10. ADJOURNMENT

With no further business to discuss, Chair Weber adjourned the meeting at 4:24 p.m.


Elizabeth Halili, Clerk of the Board
Dennis Weber, Chairman

