



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, June 9, 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, June 9, 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/88103937952>

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: 881 0393 7952

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

Vice-Chair Makinster called the meeting to order at 4:00 p.m.

2. ROLL CALL

Present: Chair Dennis Weber (arrived at Agenda Item #8); Vice-Chair Chet Makinster; Member Lisa Alexander; Member Jeffrey McAllister; Member Mike Wallin; Member (Alternate) Nancy Malone (arrived at Agenda Item #6)

Absent: Member (Non-Voting) Anthony Harris; 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, 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 MAY 12, 2021 MEETING

A motion was made by McAllister, seconded by Alexander, to approve the minutes of the May 12, 2021, CTA Board meeting. The motion carried with all members voting in favor.

21-000777 May 12, 2021 CTA Board Meeting Minutes – DRAFT

5. CONSENT CALENDAR

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

21-000778 Invoice 2021-07 - City of Longview - July 2021 \$303,294.16

21-000779 Invoice 2021-63 - CWCOC Jan-Mar (Q3) - LKRATS \$2,135.31

21-000780 2021 April County Treasurer's Report

21-000781 2021 April CTA Fund Balance Report

6. REPORTS

Member Alexander asked when the board would resume meeting in person. Asher replied that the CTA board meets in person in the Longview Council Chambers. Currently, the staff is installing hybrid meeting technology in the chambers so board members and the public can choose to attend either in person or via Zoom. As soon as the installation is complete, the board will resume meeting in person.

Member Alexander asked about the Lexington pilot project and transit accessibility to the recently built school. Asher stated that the school is outside of the service area. The Lexington pilot project is scheduled to start in the fall, and funds are limited. Asher met with the Kelso school superintendent to discuss the project and potential ridership options.

21-000782 2021 Annual Fixed Route Ridership**21-000783 2021 May Monthly Fixed Route Ridership****21-000784 2021 May Fixed Route Ridership by Hour****21-000785 2021 May Average Passengers per Trip****21-000786 2021 May LIFT Monthly Ridership****21-000787 2021 May CTA Ridership Graph****21-000788 PTBA Sales Tax Data 2021 vs 2020****7. TRANSIT DRIVER HIRING UPDATE**

Amy Asher gave a brief report:

- Placing Route 46 on the road by the end of July is dependent upon filling the remaining two driver vacancies and upon current drivers staying healthy;
- The staff is working to fill six driver vacancies. So far, four drivers have been hired;
- Asher noted that the dispatch, training, and supervisory teams have been doing an excellent job supporting each other where needed to get the new staff trained quickly.

8. MANAGER'S REPORT

Amy Asher gave a brief report:

- The staff is anticipating Governor Inslee moving the state into phase 4 on June 30, 2021:
 - Vehicle capacity constraints will be lifted;
 - Tripper buses will no longer be necessary;
 - Masks will still be required on buses by the Transportation Security Administration until mid-September;
 - The staff will focus on encouraging ridership with advertising and events.
- RiverCities Transit received \$368,000 in federal funds for the 2021-23 biennium through the State DOT's Consolidated Grant Program to replace four cutaways with propane cutaways for use in our ADA Paratransit program;
- The Triennial Review, an in-depth audit of all of our policies and procedures, came back clean with no deficiencies.

Betsy Despain gave a brief report:

- Paratransit Services is currently hiring LIFT operators;
- May ridership numbers are slightly down compared to April and May.

9. ADJOURNMENT

With no further business to discuss, Vice-Chair Makinster adjourned the meeting at 4:17 p.m.


Elizabeth Halili, Clerk of the Board
Dennis Weber, Chairman