

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING/
PUBLIC HEARING ON SERVICE

Monday, November 12, 2007

Pursuant to notice given to *The Register-Guard* for publication on November 8, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special meeting on Monday, November 12, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Debbie Davis, Treasurer
Michael Dubick
Greg Evans
Mike Eyster, Vice President
Gerry Gaydos, President, presiding
Dean Kortge, Secretary
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board/Minutes Recorder

Absent: (Vacancy, Subdistrict 4)

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order at 5:30 p.m. Mr. Pangborn called the roll. Mr. Evans, who was not yet present, arrived at 5:40 p.m.

BOARD CALENDARS – The Board briefly discussed future meetings on the calendar. Mr. Gaydos noted that he had just returned from a conference on benefits, in his role as Pension Trustee at LTD. He said he appreciated that the EmX Steering Committee and corridor committees had met.

PUBLIC HEARING ON SERVICE RECOMMENDATIONS – Mr. Gaydos said that although the public hearing was scheduled for 6:30 p.m., one piece of information had said it would begin at 5:30. Therefore, he opened the public hearing on service.

Jonathan Cantego wondered what would happen to the direct LCC route if Route 12 no longer turned into the 85. Service Planning Manager Will Mueller explained that it would be pulled apart through a lot of the day because it would be routed on International Way, and the time required to go into PeaceHealth would require this change. The #12 left at certain times and the #85 had to get to classes in time and leave at a convenient time for people to get out of class. There might be a 20- or 25-minute layover. There was a chance that current convenient connections would be lost. Mr. Vobora added that if it ran every 20 minutes, there may be more opportunities to connect to it; it just would not be interlined. Mr. Pangborn stated that there would be notices ahead of time to let people know of the changes. Mr. Mueller noted that the only two stops that route 12 would be missing were two stops on Belt Line. He said that the #85 was not taken away because it was a direct route.

There was no other testimony at this time. Mr. Gaydos closed the public hearing and said it would reopen after 6:30 p.m.

WORK SESSION

West Eugene EmX Extension Update – Director of Planning & Development Tom Schwetz provided an overview of the current status of the West Eugene EmX Extension (WEEE) project, including the schedule for decision-making for the West Eugene extension, and the Purpose and Need Statement and Goal and Objectives, scheduled for adoption at the December 19 Board meeting. Noting that the corridor had many segments with different character, he described the neighborhood character out to Chambers Street and then to the commercial area and low-density industrial area to Bailey Hill, where businesses were set far back from the street because of the right-of-way that was set aside for the Highway 126 option. He stated that there would be modal alternatives, alignment alternatives, and link alternatives, and the likely terminus would be somewhere west of Beltline.

Mr. Schwetz explained that as part of the scoping process there had been public and local agency review. He said that more than 100 people had attended open houses on October 8 and 9, and had provided good comments, which all had been entered into a database. Staff were beginning to process those comments to see how they could be used in making scoping decisions and as a starting point for the West Eugene Corridor Committee. He noted that this committee had met three times and would meet once more before the Board was asked to make any decisions.

Mr. Schwetz explained that the West Eugene Corridor Committee was an advisory committee to the EmX Steering Committee and the Board, but was not a decision-making body. Staff had found the Corridor Committee's conversations to be very useful. The EmX Steering Committee had met the previous week and would meet again on December 4 to develop a recommendation for the December 19 Board meeting. At that time, the Board would be asked to consider adopting a range of alternatives for further study.

Mr. Schwetz indicated that LTD was involved with the West Eugene Collaborative (WEC). LTD had received comments from the WEC, which Mr. Schwetz described as a valuable set of comments that represented an interesting consensus of a diverse group of people.

Mr. Schwetz said that people were talking about the same kinds of values for this project as LTD's values, found in the LTD Strategic Plan (mission, vision, guiding principles, etc.). Therefore, materials were being developed to explain the project and to help people understand what LTD was all about.

Mr. Evans said that he thought this idea resonated with the members of the committee. He thought the committee needed a framing of values to set out this process because there was so much concern about the impact on the neighborhood, commercial development, etc. He thought it was important to say what they were trying to achieve as a community.

Mr. Dubick said that he supported the idea, which he said was very common among public agencies. He said that sometimes they did a better job of communicating what was driving a project internally rather than externally. He thought it was a good idea to say, "this is why, because of what we value." Mr. Eyster thought it was important for a project to grow organically from a values statement. Mr. Gaydos agreed with the other Board members, and added that LTD should see if this was consistent with general purpose governments.

Mr. Gaydos said that the WEEE group was truly a group of people willing to come together early and late, who cared about transit and the community. He said that they were very bright and capable individuals, and that it was a pleasure to serve on that committee.

Mr. Schwetz said that the project schedule described would lead to a decision on the scoping process. After the Board took action, it would go to the Federal Transit Administration (FTA) for their concurrence. Staff also were checking with the FTA ahead of time, and so far they had been supportive of what LTD was trying to accomplish.

Joint Meeting with Eugene City Council – Assistant General Manager Stefano Viggiano provided some information to prepare for a scheduled meeting with the Eugene City Council. He said there would be a joint presentation by LTD and the City, with an opportunity to have a dialog about the issues of mutual interest. The hope was that LTD would begin to get a sense of the City Council's perspective on the West Eugene corridor as a possible EmX line, and how LTD and the City could work together to move ahead on that project in the best way.

Mr. Gaydos encouraged staff to have a brief presentation to allow time for conversation during the 90-minute meeting. He said he very much wanted to hear from the Council members. Mr. Viggiano said that the staff presentation would be limited so that the emphasis could be on a dialog between the two policy bodies.

Mr. Viggiano explained that there would be four agenda items. Two of them were updates that could be discussed if time permitted. He thought the Board and Council might spend an hour on West Eugene and 30 minutes discussing Franklin Boulevard. He explained that Franklin Boulevard also was a joint project, with the City taking the lead. This was not a transit project, but had transit and economic development components. There would be an impact on EmX service.

ITEMS FOR INFORMATION AT THIS MEETING

Board Member Reports – Mr. Dubick noted that the Metropolitan Policy Committee finally had approved the regional transportation plan at its last meeting. Mr. Pangborn said that this was significant because LTD's funding depended on that plan.

Mr. Evans said, regarding the update to the Regional Transportation Plan, Commissioner Bobby Green had indicated that he appreciated that the mayor wanted a planning process to move forward. Mr. Evans said he knew that the American Public Transportation Association (APTA) provided some metropolitan policy organization (MPO) training, and that other communities were grappling with this as well.

Mr. Schwetz explained that local governments were signatories to the TransPlan. He said that at the state level, there was concern that the TransPlan had not been updated since 2001. From a federal standpoint, there were only four years to work with partners to have the next rendition go to 2035. He wanted to make sure that homework was done in the next year to ensure that the process could go smoothly in ten years. He said that at a policy level, there was a commitment to do what needed to be done. The Oregon Department of Transportation (ODOT) and the Department of Land Conservation and Development (DLCD) were on the same page; there was a commitment from both of them to outline the mutual expectations for what needed to happen.

Board Strategic Planning Session – Mr. Viggiano said that the strategic planning session would include a half-day visioning session, followed by an opportunity to discuss specific items, including the Long-range Financial Plan. Mr. Viggiano asked for Board feedback regarding other possible items for discussion, such as incorporating the Brand Plan into the LTD Strategic Plan. Mr. Kortge wondered if that was a Board issue. Director of Service Planning, Accessibility, and Marketing Andy Vobora said that staff would present what was being done to integrate the Board's Human Resources Plan, *Looking to the Future*, and other plans into a consolidated strategic plan. Mr. Pangborn explained that in the morning the Board would discuss where they wanted LTD to be in 20 years, and then in the afternoon how to get there and how to pay for it.

Mr. Dubick said that he would like the Board to consider succession planning. Mr. Gaydos concurred.

Mr. Evans asked about an employee morale survey that was listed. Mr. Viggiano explained that the topic was listed because at one time Mr. Evans had suggested doing one. Mr. Evans said that he rode the buses, so he heard what bus operators and riders were saying, and he thought LTD should zero in on some of those issues. He said that one issue was the recruitment and training of technical personnel, such as mechanics—what was being done and what might be possible in a program with Lane Community College in order to develop LTD's own people in those positions. Mr. Viggiano said that items that were not discussed at the strategic planning session could be discussed during work sessions throughout the year.

In preparation for the visioning exercise, Mr. Schwetz said that the Board and Leadership Council would be asked to respond to some questions ahead of time. Those responses would be synthesized as a starting point for the day. He planned to talk with some external partners, as well.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson reported that there was good news regarding the payroll tax, with receipts a little ahead of budget. Personnel Services looked good, but the District and the Amalgamated Transit Union had not yet reached a contract, which likely would be retroactive to July 1, 2007. The bad news was the fuel budget, with costs averaging \$2.35 for the year. She said that for every ten cents that fuel was over budget, it meant \$95,000 the District would have to cover. Prices were bumping up against \$3.00 per gallon, and by the end of the fiscal year LTD probably would have to balance the budget with reserves. She said that LTD had the reserves to cover fuel costs but needed to look at this carefully in the Long-range Financial Plan.

Mr. Kortge wondered about projections for retirements and leave payouts, etc., in the next ten years. Ms. Hellekson said that staff were looking at these issues in the departments, in order to plan ahead.

Mr. Evans wondered about joining a consortium to hold down fuel costs. Ms. Hellekson said that futures transactions did not make a lot of difference because any risk would be passed on to LTD. Maintenance Director George Trauger said that he had been looking into a national consortium to purchase fuel. He said that they were in business to make money, so would not be offering low prices. He added that usually the market went down at that time of the year, but this was not happening in the current year.

Legal Services Contract – Mr. Viggiano provided some background information on an action item scheduled for later in the meeting. He said that Arnold Gallagher Saydack Percell Roberts and Potter, PC (Arnold Gallagher), had been the District's attorneys for nine years. The most recent extension of their contract was scheduled to expire in 2008, and the Board HR Committee

was recommending that the Board extend the contract for another three-year period. He referred to the Agenda Item Summary and staff memorandum beginning on page 27 of the agenda packet.

Mr. Dubick said that the Board HR Committee members were in agreement that they were satisfied with Arnold Gallagher's services and long-term relationship, and that it did not make sense to change at that time.

The Board took a brief break before beginning the business portion of the meeting at 6:35 p.m.

DECEMBER EMPLOYEE OF THE MONTH – Transit Operations Director Mark Johnson introduced Transit Operations Administrative Services Assistant Dianne Presley as the December 2007 Employee of the Month. He said that her main job was to support the bus operators on a day-to-day basis, and that she handled things in a very kind and helpful way. In fact, she had been nominated by 13 co-workers for her friendliness, courteousness, and professionalism. Mr. Gaydos presented Ms. Presley's awards and expressed the Board's appreciation for her exceptional customer service. Ms. Presley thanked the Board for making LTD a great place to work, and Mr. Johnson, Transit Operations Manager Sue Quick, and the bus operators for making her job so fun.

RECOGNITION OF FIRST EmX OPERATORS – Mr. Johnson said that LTD was still developing the buses, service, timing, and traffic signals when the initial group of EmX operators signed up, and that they were genuinely interested in making the system work. In fact, he said, it would not have worked without their dedication. He presented each of them with a framed picture and said a few words about each one. Those operators were Dan Drier, Bill Millican, Tony Semien, Don Herbison, John Dukes, Javier Rodriguez, Dick Ellis, and Charlie Tincher. Mr. Johnson noted that only four of the operators chose to return to driving regular routes at the bid change.

AUDIENCE PARTICIPATION – Mr. Gaydos opened the meeting for audience participation of a general nature.

Jozef Siekiel-Zdzicnicki of Eugene spoke on behalf of Residents for Responsible Rapid Transit (3RT). He quoted goals and guidelines and said they were not Oregon Revised Statutes or Oregon Administrative Rules, but were something to hold onto. He said that there were a lot of addresses on 13th Avenue, including 15 commercial addresses, 14 multi-unit residences amounting to 72 units, 10 duplexes, 81 single residences, and 3 churches, which amounted to 173 residence units and 24 commercial units. Five blocks on the south side were taken by the Fairgrounds, and two blocks were used for military reserve centers and an armory. The Faith Center church took up two blocks. However, he said, overall it was a residential street. He thought that 6th and 7th Avenues would be a reasonable alternative to 13th Avenue, as the border between the Whiteaker and Jefferson neighborhoods.

ITEMS FOR ACTION AT THIS MEETING

Fiscal Year 2008-09 Service Recommendations – Mr. Mueller called the Board's attention to information beginning on page 13 of the agenda packet. On page 14 was a Stage One Service Change Summary. Mr. Mueller explained that there were two parts to the service

recommendations. Initially, staff were recommending some service changes in the 2008 Summer Bid in order to meet the opening of the hospital at RiverBend.

Public Hearing on Service Recommendations – Mr. Gaydos opened the public hearing on the service recommendations.

Phillip Farrington, the PeaceHealth director of land use planning, spoke in support of the route changes. He said that PeaceHealth had had an outstanding relationship with LTD, and that LTD had been a great partner to help support the needs of growing employment in the Gateway area.

He said that there had been a higher mode split than anticipated when they moved to the RiverBend Annex, and he had been pleasantly surprised by the use of alternate modes. He thought that people's commuter patterns would continue to grow. He said they were working with Commuter Solutions on a vanpool project. He thought that the recommended Route 12 changes would be an integral part of this movement toward alternate modes.

Mr. Farrington urged the Board to consider other service options that may be of value to employees, such as service from the River Road Park & Ride, similar to the 3X service. He said that employees had been asking about their transit options, and that PeaceHealth was looking forward to continuing to work with LTD through implementation. He closed by saying that any expanded service would be helpful.

No one else wished to testify, and Mr. Gaydos closed the public hearing.

Mr. Vobora said that one of the things staff were considering, once employees knew in mid-January at which facility they would be working, was an all-employee survey to see what their transit decisions would be. He hoped to have that information to use in time for Stage Two of the service recommendations.

Selection of Board Legal Counsel – Ms. Davis moved approval of LTD Resolution

MOTION No. 2007-039: "Resolved, that the LTD Board of Directors approves the extension of the legal services contract with Arnold Gallagher Saydack Percell Roberts and Potter, PC, for a three-year period." Mr. Dubick provided the second.

VOTE The resolution was approved as follows:

AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)

NAYS: None

ABSENCES: None

EXCUSED: (Vacancy—Subdistrict 4) - (1)

Diversity Policy – Director of Human Resources and Risk Management Mary Adams introduced Senior Human Resources Analyst David Collier, who introduced two other members of the Diversity Council, Assistant General Manager Stefano Viggiano and Accessible Services Manager Terry Parker. He explained that the Diversity Action Plan was a draft plan for some of the things that the Council would like to accomplish at LTD.

Mr. Kortge asked about the purpose of the Council and the *Diversity Plan*. Mr. Collier said that the purpose was to make LTD and the community a better place.

Mr. Kortge then asked about a statement that implied that diversity had something to do with political diversity. Mr. Collier explained that this was one of the reasons for a climate survey in January—some employees felt that if they expressed their opinions in debates they weren't

looked at favorably, that if they stated their opinions in certain areas they might get “flack” for that. Ms. Adams added that if there is an environment in which someone cannot speak about some other things that are protected, that issue is about ensuring a place where employees feel safe.

Mr. Dubick said he remembered conversations that some people did not feel comfortable. He said it was one thing to have a value and another to express that “that is who we are.” He thought it was valuable to do that and say that we respect everyone.

Mr. Evans said he was more concerned with the action pieces in the document as related to succession planning and the fact that LTD needed to have employees who reflected different aspects and orientations prepared to assume roles throughout the organization. It was a lofty goal, and he said he would like to see teeth in it. He said he was looking at proactive timing to make those things happen so LTD could make progress over the years, so the organization would not still look the same as it did currently. He said that when looking at upper management, LTD was a pretty “white” organization, and that the line staff were moving toward more diversity. He reiterated that he would like to see LTD prepare more people of color and diverse backgrounds to assume leadership roles in the organization. Mr. Kortge said that he endorsed Mr. Evans’ point.

Mr. Kortge referred to page 4 of the draft *Diversity Plan*, item F, and asked if cultural competency standards could be developed. Mr. Dubick said that this had been done in the field of education, and Mr. Evans added that it had been done in the private sector as well. Mr. Eyster said that good work also had been done at the University of Oregon.

Mr. Kortge then asked what item H had to do with diversity (“Establish educational and career development opportunities so that all employees understand opportunities to advance their careers at LTD”). Mr. Evans said that, from his perspective, people had to have the resume. Mr. Dubick said that the word “all” spoke to him. Mr. Kortge thought that of course this would be done. Mr. Evans replied that sometimes not all employees were considered “groomable” for some positions, so the goal was to have all employees have that access.

Mr. Kortge asked about item F on page 6 of the draft *Diversity Plan* (“Conduct community research about perceptions of LTD as a service provider”). Mr. Collier said that would measure how LTD was treating its customers in a culturally diverse-sensitive way. Mr. Dubick agreed with this point.

Mr. Kortge then asked what item G (“Evaluate demographic information within LTD’s service area”) would do. Mr. Collier replied that LTD wanted to ensure that the District mirrored or exceeded the diversity of the area. However, Mr. Kortge did not think that the statement said what Mr. Collier had just explained. Mr. Dubick thought it could be referred back to diversity training, if LTD knew what population it was serving. Mr. Evans thought it was related to the changing demographic areas of the community, so the issue was becoming how to engage that population that was mostly relying on LTD for transportation, in regard to language, cultural issues, etc., or issues in the context of how LTD delivered service.

Mr. Gaydos asked the Board members to review the policy stated on page 16 of the agenda packet, and said that staff would bring the draft *Diversity Plan* back to the Board for adoption.

MOTION Mr. Kortge moved approval of LTD Resolution No. 2007-038: “It is hereby resolved that the LTD Board of Directors adopts the proposed Diversity Policy as presented on November 12, 2007.” Mr. Evans and Mr. Dubick provided the second.

VOTE The resolution was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSECTIONS: None
EXCUSED: (Vacancy, Subdistrict 4) - (1)

Mr. Gaydos remarked that this had been a good discussion, and that LTD needed a policy framework for this issue.

EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d) – Mr. Gaydos asked that the press not be present for the executive session on labor negotiations.

MOTION Mr. Eyster moved, seconded by Ms. Davis, that the Board meet in executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

VOTE The motion was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSECTIONS: None
EXCUSED: (Vacancy, Subdistrict 4) - (1)

The Board entered Executive Session at 7:15 p.m. Ms. Adams and the other bargaining team members (Ms. Hellekson, Mr. Johnson, and Director of Maintenance George Trauger) were present for this discussion with the Board.

RETURN TO REGULAR SESSION – The Board returned to regular session at 8:05 p.m.

ADJOURNMENT – There was no further business, and the meeting was adjourned at 8:05 p.m.

Board Secretary