



Minutes

Meeting:	TriMet Board of Directors Regular Board Meeting	Date:	December 9, 2015
		Time:	9:00 a.m.
Presiding:	Bruce Warner	Location:	City of Portland Building 1120 SW Fifth Avenue Auditorium Portland, Oregon 97204
Board Members Present:	Lori Irish Bauman T. Allen Bethel Joe Esmonde Shelley Martin Craig Prosser Travis Stovall Bruce Warner	Board Members Absent:	

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.

President Warner called the business meeting to order at 9:31 a.m.

1. The following Board Committee Reports were provided:

- A. **Transparency Advisory Committee (TAC)** – Director Bethel stated that the committee will meet this coming Friday to receive an update and further analysis on the hotline -- a report will be provided at the January Board meeting.
- B. **Transit Equity Advisory Committee (TEAC)** – Director Bethel reported that the Committee met on November 19, 2015, and discussed issues of concern on eFare, specifically where validators will be present and the ability to reload cards. Staff provided information and answered questions and will continue discussions as the Board begins formalizing decisions on eFare.
- C. **Metro Policy Advisory Committee (MPAC)** – Director Prosser reported that MPAC recommended the proposed work plan to the Metro Council for the update of the Regional Transportation Plan over the next three years that will be of significant importance to TriMet and the region -- the plan was approved. Director Esmonde asked if Clark County participates in conversations around the Regional Transportation Plan, specifically the bridges. Director Prosser responded that although Metro's jurisdiction does not extend across the river, bridges are a part of the Regional Transportation Plan, and Clark County has a

non-voting member on the Committee and is involved in conversations on the plan.

- D. **Finance and Audit Committee** – Director Prosser reported that the Committee met this morning and received a brief update and discussion on labor from Randy Stedman. Dee Brookshire explained revisions to the financial forecast, along with a budget status that will be shared with the Board this morning.

2. General Manager Report

- A. Harry Saporta, Executive Director of Safety and Security, provided a report on the status of recent collisions involving pedestrians and TriMet's continued safety efforts. Shelly Lomax explained how TriMet supports operators and first responders during and after the incident.
- B. Shelly Lomax, Executive Director of Transportation, updated the Board on the weather conditions, the effect on the system, and communication to the public.

Director Esmonde asked for a report on extra hours worked through the storm. Shelly Lomax responded that staff would be happy to provide a report and that TriMet's Hours of Service Policy was in effect during this period to ensure operators were well-rested.

- C. Neil McFarlane reported on:

- **Restroom facilities** – In response to retiree Ben Fain, Jr.'s comments during public forum, the Board did receive a report on our ongoing Continuous Improvement Teams efforts involving operators to locate and improve restroom facilities throughout the system. We recognize the importance of these efforts and our capital program continues to support the needed improvements.
- **Cost of fines** – In response to comments during public forum regarding fines for fare evasion, we do not have independent control over the cost of the fine. It is something that we have discussed and are aware of another transit agency that has a grace period for approximately 30 days that would allow the recipient to pay the fine directly to the agency at a reduced rate, and if not paid during that period, it would move to the Court system for the full amount. This would require a broader conversation and ultimately a change of State law. Also, the program to check fares on MAX platforms, is in place to ensure public safety and is an important tool for law enforcement. As requested by the Board, we have an ongoing fare subsidy program for low-income riders through non-profits that you will receive an update on during the budget process.

- **Service Guidelines Policy** – Staff has been tasked with developing a more detailed Service Guidelines Framework that describes how we make Annual Service Plans. The framework will be used to guide the Annual Service Plan process each year to build a balanced plan that makes necessary adjustments to existing service and prioritize which Service Enhancement Plan vision changes come first. Those recommendations will come before the Board each year for consideration. (Guidelines provided to the Board, public and are available online).
- **Summary of eFare Activities for December 2015** (detailed report provided to the Board, public and is available online).

A briefing will be held on Wednesday, January 13, 2016 to provide an overview of the eFare system and the results of the Title VI outreach. In the last month, we went through factory testing to make sure the software is working as planned and INIT passed all 800 of those tests. The project has many milestones along the way and the next one is the lab testing in March that will integrate third party providers.

Director Bethel stated that on page 4 of the report there is a DMWESB update graph and requested actual numbers rather than percentages for INIT prior to the January 13th eFare briefing. Neil McFarlane responded that staff would be happy to provide those numbers.

Joe Esmonde asked if there is anything we can do to ensure there are no problems during implementation of this project.

Neil McFarlane responded that we have a high level of confidence in the project that is evident by the factory testing. We have also commissioned an independent review with NorthHighland that is complete and quite favorable and provided recommendations for improvement. We also have a second layer of review and check points for cyber security and how we protect customer information. Staff will provide a more detailed review of the project and recommendations at the January 13th briefing.

- **Personnel Action Report for August 16 – November 15, 2015** (provided to the Board, public and is available online).
 - Introduction and welcome John Gardner, Director, Diversity and Transit Equity
 - Renewal of contract for Randy Stedman
 - Thank you to Bob Nelson, Interim Deputy GM, for his incredible service
 - Introduction and welcome Doug Kelsey, Chief Operating Officer.

3. Consent Agenda

President Warner asked for an explanation on why there was only one bidder for the Lafayette Pedestrian Bridge contract – staff will provide.

Action: Shelley Martin moved to approve the consent agenda items listed below; Travis Stovall seconded the motion. The motion was unanimously approved.

Approval of Board Meeting Minutes for October 28, 2015

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

Resolution 15-12-68 Authorizing a Contract with Cummins Inc. for the Purchase of Replacement Bus Engines

Resolution 15-12-69 Authorizing a Contract with CSCHED USA for On-Call Crew and Vehicle Scheduling Services

Resolution 15-12-70 Authorizing a Contract with Ortiz and Associates, Inc. for Property Management Services for the Lafayette Pedestrian Bridge

4. Resolutions

Neil McFarlane introduced the following resolutions:

Resolution 15-12-71 Adopting a Revised Criminal Records Policy

The Board discussed the importance of balancing providing opportunities and second chances to applicants, while also ensuring public safety. The Board agreed that we need to clearly communicate to applicants TriMet's policy upfront, so they do not waste their time and energy.

Craig Prosser asked that in the second paragraph of the Criminal Records Policy (Exhibit A) that the word "unique" either be clarified or removed. After discussion, it was agreed to remove the word "unique" in relation to positions that have access to security sensitive facilities or information that could compromise public safety, emergency preparedness, or continuity of service.

Action: Craig Prosser moved to amend Resolution 15-12-71 by removing the word unique on page 1, paragraph 2 of the revised Criminal Records Policy; Travis Stovall seconded the motion. The motion was unanimously approved.

Craig Prosser moved approval of Resolution 15-12-71 as amended; Joe Esmonde seconded the motion. The motion was unanimously approved.

Resolution 15-12-72 Authorizing a Modification to the Contract with Stacy and Witbeck, Inc. for Construction Manager/General Contractor Services for the Existing Light Rail Track Rehabilitation Project

Action: T. Allen Bethel moved approval of Resolution 15-12-72; Joe Esmonde seconded the motion. The motion was unanimously approved.

Resolution 15-12-73 Authorizing a Contract with HDR Engineering, Inc. for Survey, Inspection, and Design Services for the WES Right of Way Maintenance Project

President Warner stated that he would abstain from voting as HDR has approached his firm to partner on another project.

Action: Travis Stovall moved approval of Resolution 15-12-73; Craig Prosser seconded the motion. Joe Esmonde, Shelley Martin, T. Allen Bethel, Lori Irish Bauman, Travis Stovall and Craig Prosser voted yes, Bruce Warner abstained. The motion was approved.

Resolution 15-12-74 Authorizing a Contract with LTK Engineering Services for Systems and Trackwork Design Services for the MAX Red Line Extension to Fair Complex/Hillsboro Airport Station Project

Action: Craig Prosser moved approval of Resolution 15-12-74; Shelley Martin seconded the motion. The motion was unanimously approved.

Resolution 15-12-75 Authorizing Modifications to the Contracts with Stones Limited, Inc. for Shelter Column Cladding for the Milwaukie/Main Street Station of the Portland-Milwaukie Light Rail Transit Project

Action: Travis Stovall moved approval of Resolution 15-12-75; Lori Irish Bauman seconded the motion. Joe Esmonde, Shelley Martin, Lori Irish Bauman, Travis Stovall, Craig Prosser and Bruce Warner voted yes, T. Allen Bethel abstained. The motion was approved.

Resolution 15-12-76 Authorizing Modification of Contracts for Accessible Transportation Program Services

Director Bethel asked about issues that were brought before the Board regarding LIFT service providers and if those issues had been resolved. David Trimble responded that all LIFT service providers are in compliance of their contracts and if there are issues with performance they are resolved right away. Mr. Trimble explained that while we have heard from individual employees of LIFT providers regarding management staff, those concerns are handled directly by the providers. A complete evaluation will be done on each service provider during the procurement process.

Action: Lori Irish Bauman moved approval of Resolution 15-12-76; Travis Stovall seconded the motion. The motion was unanimously approved.

5. Ordinance 341 Amending Chapter 14 of the TriMet Code to Revise the Definition of “Net Earnings from Self-Employment” (First Reading)

General Counsel Shelley Devine read Ordinance 341 by title only – no action was necessary.

President Warner opened the public hearing on Ordinance 341 – no one spoke to the Board.

6. Other Business & Adjournment

There was no further business to come before the Board

President Warner adjourned the meeting at 11:28 a.m.

Respectfully submitted,



Kelly Runnion, Recording Secretary