



## AGENDA -

### WASHINGTON COUNTY TRANSIT COMMITTEE (WCTC) MEETING #1

Date: **August 13<sup>th</sup>, 2020 – 10:30 AM to 12:00 PM**

Location: Zoom meeting

<https://us02web.zoom.us/j/85296820665>

Or iPhone one-tap: US: +1-253-215-8782,85296820665# or +1-346-248-7799,85296820665#

Or Telephone: Dial (for higher quality, dial a number based on your current location):

US: +1-253-215-8782 or +1-34- 248-7799 or +1-669-900-6833 or +1-301-715-8592 or +1-312-626-6799

Webinar ID: 852 9682 0665

## Meeting Purpose

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Provide an overview of the TC member roles, review goals and objectives of the Transit Development Plan and Statewide Transportation Improvement Fund (STIF) and discuss existing conditions.

TIME	SUBJECT	LEAD PRESENTER	OBJECTIVES
10:30	Welcome and Introductions	Chair Harrington	
10:40	Agenda Review	Chair Harrington, Washington County	<ul style="list-style-type: none"> <li>• Confirm Understanding</li> <li>• Questions for Clarification</li> </ul>
10:45	Committee rules and STIF background	Chris Deffebach, Washington County	<ul style="list-style-type: none"> <li>• Confirm Understanding</li> <li>• Questions for Clarification</li> </ul>
11:00	Washington County service area characteristics and key considerations	Dyami Valentine, Washington County & Julie Wilcke, Ride Connection	<ul style="list-style-type: none"> <li>• Ground the committee in existing demographic and transit service characteristics.</li> <li>• Confirm Understanding</li> <li>• Questions for Clarification</li> <li>• Are there other community needs that should be considered?</li> </ul>
11:45	Next Steps	Chris Deffebach, Washington County	
11:50	Public Comment	Chair Harrington	
12:00	Adjourn		

# Washington County Transit Advisory Committee

## Bylaws

June 23, 2020

### Committee Name

The committee shall be known as the Washington County Transit Advisory Committee (County Transit Committee).

### Committee Purpose

The committee will advise the Washington County Board of Commissioners (Board) on prioritizing public transportation projects to be funded from moneys received from the Oregon Department of Transportation (Statewide Transportation Improvement Fund) for areas outside TriMet and SMART service districts and for regional coordination projects within the TriMet District in Washington County for consideration by TriMet's HB 2017 Transit Advisory Committee for the three-county area.

### Committee Operations

1. Meetings will be called by the committee chair as needed to advise the Board on public transportation project priorities. The exact number of meetings will be determined by need but is expected to be no more than three annually, primarily following the State biennial budget schedule for the two-year period beginning July 1 of odd-numbered years.
2. Discussion to obtain consensus will be the prevailing procedure used at meetings. If consensus cannot be reached, a vote will be taken and the majority of those present shall prevail. Minority reports will be prepared to communicate alternate views.
3. A quorum will consist of a simple majority of appointed members or alternates.
4. The act of the majority of the members (or designated alternates) present at meetings at which a quorum is present shall be the act of the Committee.
5. A meeting summary will be prepared for each meeting and distributed to each member.
6. All committee meetings are public meetings and will be conducted in accordance with Oregon's open meetings rules. Meetings will be held with at least 72 hours notice.
7. An opportunity for public testimony will be made available at each committee meeting.
8. The Department of Land Use & Transportation will staff the committee.

## **Subcommittees**

1. Subcommittees may be formed as the committee chair deems appropriate to address specific topics.
2. Subcommittees may include other participants as appropriate for the topic.
3. Subcommittees will be staffed by the Department of Land Use & Transportation.

## **Committee Membership**

1. The committee shall consist of a minimum of 7 members who reside or work in Washington County.
2. Members shall be appointed by the Board.
3. Committee members must be knowledgeable about the public transportation needs of residents or employees located within or traveling to and/or from the TriMet district in Washington County.
4. Committee members shall include:
  - a. Member of the Washington County Board of Commissioners
  - b. Mayor or their appointee from each of the cities of Banks, Gaston and North Plains
  - c. Washington County Department of Health and Human Services Disability, Aging and Veterans Services division manager
  - d. Representatives from any combination of the following to contribute to a diversity of demographic, geographic and transit-related perspectives on the committee:
    - i. Low income households
    - ii. Members of historically marginalized communities
    - iii. Older adults and persons with disabilities
    - iv. Public transportation needs outside of the TriMet and Smart districts
    - v. Public transportation needs for last mile/regional coordination services within the TriMet District
    - vi. Transit rider
5. Members may appoint alternates by providing advance written notification to the Department of Land Use & Transportation.

6. The committee shall include ex-officio members representing TriMet, SMART and Ride Connection.
7. The Board retains ultimate authority to remove or reappoint members, or to otherwise change the membership composition of the committee.

### **Member Responsibilities and Terms**

1. Committee members must:
  - a. Commit to attending up to three meetings per year and participating in the work of the committee.
  - b. Act as a liaison to organizations they may represent.
2. Appointed members will serve a four-year term and may be reappointed to two successive terms with the exception of elected representatives who may serve until their elected term expires. Current terms will expire December 31, 2024 and future terms will expire every four years afterwards.

### **Bylaw Updates**

1. The bylaws for the Washington County Transit Advisory Committee are approved by the Washington County Board of Commissioners.
2. Updates to the bylaws require Board approval.

## Washington County Transit Advisory Committee

**Description:** The County Transit Committee advises the Board of Commissioners (Board) on prioritizing public transportation projects to be funded from moneys received from the Oregon Department of Transportation (Statewide Transportation Improvement Fund) for areas outside TriMet and SMART districts and for regional coordination projects within the TriMet district in Washington County for consideration by TriMet’s HB 2017 Transit Advisory Committee.

**Member Description:** Five members represent elected and appointed positions. A minimum of two additional positions represent a diversity of demographic, geographic and transit-related perspectives and serve subject to the committee’s term limits. Ex-officio members assist in coordination with transit organizations and agencies.

**Term Length:** 4 years                      **Term Limit:** 2

**Vacancy Total:** NA                      **Applicant Total:** 10

<b>Applicants Recommended For Appointment</b>	<b>First Appointed</b>	<b>Term Expires</b>	<b>Affiliations/Representing</b>
Chair Kathryn Harrington	6/23/2020	----	Washington County Board of County Commissioners
Mayor Pete Edison	6/23/2020	----	City of Banks
Mayor David Meeker	6/23/2020	----	City of Gaston
Mayor Teri Lenahan	6/23/2020	----	City of North Plains
Rebecca Miller	6/23/2020	----	Division of Aging and Veterans Services, Supervisor, Health and Human Services
Annadiana Johnson	6/23/2020	12/31/2024	Transit rider, represents needs of older adults and the disabled community
Deanna Palm	6/23/2020	12/31/2024	Co-Chair TriMet HB 2017 Transit Committee; represents employee transit needs and role for regional coordination services, Chamber President, Hillsboro Chamber
Mary Ann Potter	6/23/2020	12/31/2024	Finance Director, Centro Cultural
Mahesh Udata	6/23/2020	12/31/2024	Certified Civic Leader, brings experience in global logistics and transit from India
Elaine Wells	6/23/2020	12/31/2024	Experienced public transportation professional, represents underserved people in Washington County
<b>Ex-Officio Members Recommended for Appointment</b>	<b>First Appointed</b>	<b>Term Expires</b>	<b>Affiliations/Representing</b>
Dwight Brashear	6/23/2020	----	Executive Director, SMART
Brenda Martin	6/23/2020	----	Service Planner, TriMet
Julie Wilcke Pilmer	6/23/2020	----	Executive Director, Ride Connection