



## Minutes

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<b>Meeting:</b>	TriMet Board of Directors Regular Board Meeting	<b>Date:</b>	March 22, 2023
		<b>Time:</b>	9:00 a.m.
<b>Board Members Present:</b>	Keith Edwards Ozzie Gonzalez LaVerne Lewis Linda Simmons Kathy Wai	<b>Board Members Absent:</b>	Lori Irish Bauman Thomas Kim

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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](https://trimet.org/meetings/board).

President Simmons called the business meeting to order at 9:12 am.

### 1. Committee Reports

**Committee on Accessible Transportation (CAT)** – Director Edwards provided an overview of discussion items that took place at the March 15, 2023 CAT meeting. Items on the agenda included the Oregon Active Transportation Summit taking place April 23-26, 2023 at the Oregon Convention Center, upcoming committee field trips and discussing feedback and concerns in regards to addressing accessibility challenges during the design phase of projects.

**Finance and Audit Committee** – In the absence of Director Bauman, Director Gonzalez provided a summary of the March 22, 2023 Finance and Audit Committee meeting. The committee reviewed the financial forecast from the proposed budget with a focused walkthrough of updated assumptions.

**Transit Equity Advisory Committee (TEAC)** – Director Wai provided an overview of the March 14, 2023 TEAC meeting. Items on the agenda included celebrating Transit Driver Appreciation Day on March 17, 2023, a call to artists for bus wrap art in preparation for Disability Pride Month, a new outreach group from Washington County focused on changes to the Blue and Red Max lines, a review of recent security incidents, summer youth pass program review, TEAC member staff recommendations and establishing an orientation process for new and existing TEAC members, an overview of the Fare Increase Proposal Timeline and Title VI report and announced a new fare subsidy workgroup beginning in late April.

## **2. General Manager Report**

### **February 2023 Ridership**

Mr. Desue provided an update on ridership for the month of February. TriMet provided more than 4.4 million rides in February. Weekly ridership increased almost 19% in comparison to February 2022, but remained down 42% from before the COVID-19 pandemic.

### **Better Red Project**

Mr. Desue announced that TriMet is taking another important step in our 'Better Red' project. He informed the board that from April 16 through May 6, the MAX system will be shut down between the Gateway Transit Center and NE 7<sup>th</sup> Avenue Station. Shuttle buses will carry riders through that area. Mr. Desue noted that also during that three-week period, the MAX Green Line will only run between Gateway and Clackamas and the Red Line will only run between Gateway and PDX. He shared that this is necessary to allow crews to install special trackway that will connect with the new Gateway North station, set to open early next year as we remove a single-track bottleneck on the Red Line. TriMet is taking advantage of this longer disruption to also perform maintenance and other work in the impacted area. Mr. Desue specified that among that work will be replacing worn rail and ties installed as part of the original MAX alignment, which has been in service for nearly 37 years. TriMet has already begun communicating with riders about the shutdown so they can plan ahead.

### **Outreach Summary Report**

Mr. Desue shared that TriMet staff have been working for more than three months to engage the community and gather feedback on the upcoming fare increase proposal. He introduced JC Vannatta, Executive Director of Public Affairs, to provide an overview of the communications and outreach conducted and the feedback received. A copy of the presentation can be found in the meeting archives at [www.trimet.org](http://www.trimet.org).

### **Business Plan Update**

Mr. Desue provided a reminder that TriMet updates the Business Plan to provide a roadmap for the next five years and help align financial decisions with TriMet's vision, mission and values. Senior Director of Planning, Alan Lehto, leads this effort. Mr. Desue introduced Alan to provide a look at the final FY24-FY28 version, which takes effect on July 1, 2023. A copy of the Business Plan can be found in the meeting archives at [www.trimet.org](http://www.trimet.org).

### **Celebrate Recognition from American Public Transportation Association (APTA)**

Mr. Desue congratulated TriMet staff for two First Place awards from the American Public Transportation Association. APTA's AdWheel Awards recognize marketing and communications efforts in the transit industry. TriMet's revamped website, [trimet.org](http://trimet.org), which makes it easier for people to plan and track their rides, was honored as the best electronic media effort to increase ridership or sales. Mr. Desue emphasized that the redesign was a huge undertaking by TriMet Digital Communications and IT teams. Additionally, he reflected on community celebrations TriMet held for the grand opening of the new F-X—Frequent Express— bus service along Division. Staff throughout the agency, led by the Marketing and Community Affairs staff, coordinated these efforts. The opening celebration was honored with APTA's First Place award for "Marketing and Communications effort" to support ridership. Specifically, these initiatives were recognized for their efforts to use "electronic media to increase ridership or sales" and "best special event to increase ridership." Mr. Desue congratulated everyone whose hard work is recognized with these awards.

### **Transit Driver Appreciation Day**

Mr. Desue thanked the hundreds of TriMet employees and riders who joined him last Friday in showing special appreciation for TriMet operators. He shared that the celebration of Transit Driver Appreciation Day included a metaphorical “tunnel of appreciation.” People spread out every few blocks along SW 5<sup>th</sup> and 6<sup>th</sup> avenues, waving signs and pompoms, thanking operators as they made their way along the Transit Mall. Mr. Desue had a chance to speak with and cheer on dozens and dozens of operators. He emphasized that it was a great opportunity to connect with them, including at their operations facilities, and show appreciation for their hard work and dedication to helping our community.

### **Employee Recognition- Annie Larson-Duncan**

Mr. Desue recognized someone who has been on the front lines at TriMet for decades. TriMet’s team of road and rail supervisors are first responders on the transit system. Whenever something is not quite right, the TriMet supervisors go. They are sent in to assess the situation and help determine the best course of action, both for the safety of our employees and our riders, and the transit system as a whole. They help plan for big events, often drawing on and learning from experiences from the past. They work tirelessly to put TriMet in the best position to serve our riders who depend on us. Annie Larsen-Duncan has been a go-to person for TriMet for 25 years. We wanted to make absolutely sure that Annie knows how much we have appreciated her service before she rolls on to the next stop in her career, which is retirement. Mr. Desue introduced Mary Hill, Director of Bus Operations, to speak about and introduce Annie Larson-Duncan. The TriMet board members each shared their words of appreciation with Mrs. Larson-Duncan. A copy of the recording can be found in the meeting archives at [www.trimet.org](http://www.trimet.org).

### **3. Consent Agenda**

- Approval of Board Meeting Minutes for February 22, 2023
- Approval of a Resolution directing that the reading of all ordinances be by title only.

**Action:** Director Gonzalez moved approval of the Consent Agenda. Director Wai seconded the motion. The motion passed with unanimous approval.

### **4. Resolutions**

#### **Resolution 23-03-09 – Approving the Proposed Fiscal Year 2024 Annual Budget for Submission to the Multnomah County Tax Supervising and Conservation Commission.**

Mr. Desue discussed Resolution 23-03-09. This resolution approves the proposed budget to go forward for submission to the Multnomah County Tax Supervising and Conservation Commission (TSCC), as required under Oregon law. The TSCC will review the budget and hold its own public hearing on the proposed budget. Mr. Desue introduced Chief Financial Officer Nancy Young-Oliver to highlight the top points with this budget resolution. A copy of the presentation can be found in the meeting archives at [www.trimet.org](http://www.trimet.org).

**Action:** President Simmons convened the TriMet Budget Committee, comprised of the TriMet Board of Directors, to take action on this resolution. Director Gonzalez moved approval of Resolution 23-03-09. Director Wai seconded the motion. The motion passed with unanimous approval.

### **Resolution 23-03-10 – Adopting Revised Investment Policy**

Mr. Desue discussed Resolution 23-03-10. TriMet's Investment Policy establishes the guidelines under which TriMet funds can be invested. It also provides a framework for accountability, oversight and reporting with respect to District investments. TriMet's Finance and Administrative Services Division revises the Investment Policy every year. While not considered to be substantial, the revisions proposed for this year are intended to improve TriMet's ability to efficiently manage investments. They include new language to allow TriMet staff to retain an investment advisor to develop a strategic cash management program, to make sure our investments stay in compliance with our policy and to improve competitive trade execution and enhance the competitive selection of an investment consultant. A copy of the proposed, revised policy is included as Exhibit A, with the changes shown on Exhibit B, can be found in the meeting archives at [www.trimet.org](http://www.trimet.org).

**Action:** Director Edwards moved approval of Resolution 23-03-10. Director Lewis seconded the motion. The motion passed with unanimous approval.

### **Resolution 23-03-11 – Adopting a Revised Anti-Drug and Alcohol Policy**

Mr. Desue outlined Resolution 23-03-11. The Federal Transit Administration requires all transit systems that serve a population of 200,000 people or more, to adopt and implement a drug and alcohol testing program. It also requires that the policy be approved by the local governing board. It has been about five years since the Board last adopted changes to the TriMet policy. Those that come before the Board today are, in part, guidance from a random FTA audit of TriMet's current drug and alcohol program. The revised policy, which can be found in the meeting archives at [www.trimet.org](http://www.trimet.org) as Exhibit A, makes changes to comply with the audit findings, and incorporates minor changes to the policy's discipline section that are unrelated to the audit. The proposed changes were submitted to the ATU which had no objections. The proposed changes also have been submitted and received FTA's approval.

**Action:** Director Wai moved approval of Resolution 23-03-11. Director Edwards seconded the motion. The motion passed with unanimous approval.

### **Resolution 23-03-12 – Authorizing a Class Exemption for On-Call Bus Shelter Repair, Maintenance and Installation Services**

Mr. Desue provided details of Resolution 23-03-12, which would allow TriMet to issue a solicitation for services exclusively to contractors who are certified by Oregon's Certification Office for Business Inclusion and Diversity (COBID). The resolution provides the framework for selecting COBID-certified contractors to perform bus shelter repair, maintenance and installation services, on an on-call basis. TriMet currently has more than a thousand bus shelters within our service district. While acting in the capacity of the TriMet Contract Review Board, directors may authorize a special procurement exemption, if it meets certain requirements. Among them, whether the exemption promotes public interest in a way that could not "practicably be realized through the competitive bidding process." Based on past experience with this solicitation, TriMet conducted market research and outreach efforts to identify a pool of COBID firms that may be able to perform the work. Staff understands that utilizing this limited pool may not bring significant savings. However, it serves the public interest and advances TriMet's goal of increasing access and opportunities in contracting for small, minority owned and disadvantaged businesses. Contractors awarded work under this special procurement will not only build relationships with TriMet staff, but they will also gain a better understanding of the contracting process with other government entities. Adoption of the

resolution will increase diversity among TriMet contractors. Once adopted, we will begin a competitive RFP process limited to COBID-certified firms. Bus shelter repair, maintenance and installation costs are budgeted as part of the Facilities Management Department's annual operating budget.

**Action:** President Simmons convened the TriMet Contract Review Board, comprised of the TriMet Board of Directors, to take action on this resolution. Director Edwards moved approval of Resolution 23-03-12. Director Gonzalez seconded the motion. The motion passed with unanimous approval.

### **Resolution 23-03-13 – Authorizing an Intergovernmental Agreement with Metro for the Better Bus Program**

Mr. Desue discussed Resolution 23-03-13. This resolution is designed to advance TriMet's partnership with Metro and commitment to the region, for the Better Bus Program. The Better Bus Program is the new name for "Enhanced Transit Corridors" or ETC. That program, which is led by Metro, supports work to increase transit ridership by improving speed, reliability and capacity, with efforts focused on the region's most critical transit corridors. ETC, or Better Bus as it is called now, identifies projects where improvements are most needed and can be implemented quickly, for near-immediate results, such as "Bus Only" lanes and Transit Signal Prioritization. Based on successes achieved in the first five years of the program, TriMet and Metro would like to keep working on Better Bus projects together. The proposed IGA outlines funding mechanisms. Included is a \$5 million contribution from Metro, and \$5 million from TriMet via State Transportation Improvement Funds (STIF). The Board approved expenditure of STIF funds for Better Bus projects last December. The IGA directs that once Metro and TriMet identify and select qualified Better Bus projects, TriMet will work with local jurisdictions to allocate the STIF funds to procure contractors and implement the projects. Construction work from this agreement is expected to occur by early 2026. Direct budget impact of this decision is limited, as Metro's funding will pay for project selection and design, and TriMet's financial contribution comes through STIF funding from ODOT.

**Action:** Director Edwards moved approval of Resolution 23-03-13. Director Lewis seconded the motion. The motion passed with unanimous approval.

## **5. Ordinances**

### **Ordinance 372 – Adopting May 2023 Service Changes and Revising Route Designations (First Reading and Public Hearing)**

General Counsel Devine read Ordinance No. 372 by Title Only.

Mr. Desue provided an overview of Ordinance 372. If approved, TriMet is prepared to make these adjustments this May. The two routes that would see the most significant changes are: Line 17, which serves parts of inner Northeast, Downtown and Southeast Portland, improves to frequent service and Line 70, which also serves inner Northeast Portland, through Southeast Portland to Milwaukie, has an important route change. Mr. Desue introduced Director of Mobility Planning and Policy Tom Mills, and Planner Luke Norman to provide a closer look at those changes and the findings of a Title VI analysis. A copy of the presentation can be found in the meeting archives at [www.trimet.org](http://www.trimet.org).

President Simmons opened the forum for public comment.

*No members of the public expressed interest to testify.*

The second reading of Ordinance 372 will take place at the April Board meeting.

**Ordinance 373 – Adopting FY2024 Annual Service Changes and Revising Route Designations (First Reading and Public Hearing)**

General Counsel Devine read Ordinance No. 373 by Title Only.

Mr. Desue provided an overview of Ordinance 373, which contains some exciting service proposals for our next fiscal year, which begins on July 1. Included is the first big package of service improvements coming out of TriMet’s Forward Together Service Concept. Forward Together is all about increasing ridership and bringing better service to areas considered low income, and to connect people with more places and better opportunities throughout our region. With these adjustments, TriMet will begin restoring service hours that have been cut over the last three years due first to the COVID-19 pandemic, and then to our historic operator shortage. TriMet is ready to begin rolling out these changes, as we anticipate having adequate operator staffing to support them. Mr. Desue again introduced Director of Mobility Planning and Policy Tom Mills, and Planner Luke Norman to provide details, including the findings of a Title VI analysis. A copy of the presentation can be found in the meeting archives at [www.trimet.org](http://www.trimet.org).

President Simmons opened the forum for public comment.

**Public Comment**

April Bertelsen, Transit Coordinator for the City of Portland, provided comments on Ordinance 373.

President Simmons closed the session for public comment.

The second reading of Ordinance 373 will take place at the April Board meeting.

**6. Other Business & Adjournment**

Hearing no further business, President Simmons adjourned the meeting at 12:20pm

Respectfully submitted,

*Falesha Thrash*

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Falesha Thrash, recording secretary