



Salem Area Mass Transit District

Board of Directors Work Session Minutes

Senator Hearing Room: 555 Court St. NE, Salem, Oregon 97301

August 10, 2023

Attendees:

Board: President Maria Hinojos Pressey, Directors Ramiro Navarro Jr., Ian Davidson, Sara Duncan and Bill Holmstrom Absent: Sadie Carney

Staff: General Manager Allan Pollock, Deputy General Manager David Trimble, CTO Baofeng Dong, CFO Denise LaRue, CCO Patricia Feeny, CPDO Shofi Azum, COO Tom Dietz, Strategic Initiatives Administrator Bobbi Kidd, Service Planning Manager Chris French, Maintenance Manager Gregg Thompson, and Executive Assistant Kirra Pressey.

Guest: Mott MacDonald's Climate and Nature-Based Design Lead Eddy Santosa

I. CALL TO ORDER

President Maria Hinojos Pressey called the work session to order at 5:30 p.m.
Attendance was noted.

A. Safety Moment

GM Pollock provided the Safety Moment, indicating it is beginning to get darker earlier in the evening; be sure to pay attention to your surroundings when walking near the street.

B. Announcements

GM Pollock directed attention to the displayed sponsor award received at the KeizerFEST Luncheon attended by Director Navarro, CTO Dong, CPDO Azum, and GM Pollock.

II. PRESENTATION(S) | DISCUSION(S)

A. GHG Emission Inventory

Presenter: Mott MacDonald's Climate and Nature-Based Design Lead Eddy Santosa
Staff Report: Pg. 3-13

Strategic Initiatives Administrator Kidd introduced Eddy Santosa with Mott MacDonald, one of the Leads in the reporting process for the Green House Gas (GHG) Emissions. Mr. Santosa discussed the carbon management process along with the three emission scopes. He also provided a summary of Cherrriots GHG emission results and gave a brief overview of the next steps.

B. Bike Rack Discussion

Presenter: Service Planning Manager Chris French

Service Planning Manager French discussed the current bike racks along with their specifications. He also noted several of the current racks are tied to FTA Funds, therefore retro-fitting the fleet is not possible or feasible at this time. However, as new buses are added to the fleet, appropriate bike racks will be selected.

C. Service Change Process

Presenter: Service Planning Manager Chris French

Service Planning Manager French provided insight on the service change process along with the comprehensive operational analysis (COA).

D. Google Drive update

Presenter: Executive Assistant Kirra Pressey

Executive Assistant Pressey discussed three new tools found in the Board of Directors shared Google Drive: the Action Log, Board Calendar, and External Committees.

III. GENERAL MANAGER COMMENTS

A. Upcoming Board Agenda Items

B. Board Calendar Review

Presenter: GM Pollock

Staff Report: Pg. 14-15

GM Pollock discussed upcoming Board agenda items and calendar events. He also noted he will be attending the OTA/WSTA Fall Conference on Monday and Tuesday of the following week (August 14-15); it will conclude on Tuesday night with an awards ceremony. GM Pollock also announced that Director Ian Davidson will be receiving this year's Outstanding Transit Board Member Award at the ceremony.

IV. WORK SESSION ADJOURNED

President Maria Hinojos Pressey Adjourned the work session at 6:53 p.m.