



**BOARD MEETING MINUTES**  
**MARCH 19, 2020 – CONFERENCE CALL**

**BOARD MEMBERS PRESENT: (all via phone)**

Theresa Brand, Point2point	Kim Curley, Commute Options	Kiki Dohman, Cherriots
Marne Duke, Metro	Cody Franz, Point2point	Edem Gomez, RVTD
Derek Hofbauer, COIC	Darin Lund, TriMet	Stephanie Millar, ODOT
Jeff Pazdalski, WTA	Paige West, RVTD	

**NON-BOARD MEMBERS PRESENT:**

None

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***Welcome and Introductions***

Introductions were completed by the group and phone meeting processes reviewed. There is a conference call scheduled for Friday, March 20 to discuss how statewide organizations are responding to the coronavirus public health crisis, so it was asked that conversations on that topic wait until that call.

***Treasurer's Report***

Cody Franz reviewed the Treasurer's Report for 1/11/2020-3/13/2020. Overall, report is similar to last meeting. There have been a few membership dues payments, and all the expenses are related to the January meeting. There are a few members that have not yet renewed dues, and we have not received the ODOT sponsorship. To date, membership dues collected in 2020 are about \$500 more than the same point in 2019.

***Approval of minutes***

Jeff Pazdalski presented the minutes from the 1/16/2020 board meeting. There were no comments or changes. Edem moved to approve minutes, Derek seconded, and the motion passed with all in favor.

***Strategic Planning Update***

Paige provided an overview of activities since the January meeting. ToGo submitted a letter to the Land Conservation and Development Commission (LCDC). The goal is to build understanding about the importance of transportation options and TDM programs in meeting trip reduction and environmental goals. ToGo wants to stress the value of these programs so that progress is not viewed exclusively in terms of infrastructure measurements (i.e. sidewalks and bike lanes built). Amanda Pietz from ODOT also talked with LCDC, and representatives from ToGo met with Amanda.

There are few opportunities to provide public input into the process at this point, so committee will work on creating a brief white paper about Commute Trip Reduction (CTR) rules and their potential benefits to state. This could then become a resource for the inter-agency meetings at the state level. The original goal had been to have white paper done by 3/13, but the public health crisis has delayed the paper. The new goal is to have it done in the next couple of weeks.

If CTR is pursued in Oregon, the DEQ could be the regulatory home as it is better structured for this than ODOT. If this is the case ToGo should build its understanding of and relationship with DEQ. ToGo had thought that LCDC or ODOT might be where CTR would fall, so DEQ is a little bit of an unknown entity.

Within ODOT, the Active Transportation department may be moving to the Rail & Public Transit Division. There was some discussion of the potential impacts on funding from ODOT to TO organizations.

The committee will continue to work on this and will keep the Executive Committee updated on any future letters and communications.

Marne suggested that ToGo clarify its process for what needs to go past Executive Committee from the sub-committees.

### ***ACT TDM Certification***

Kiki reported that ACT has developed a certification program for TDM professionals. The program is expected to launch this summer with applications available in late spring. The certification would be open to non-ACT members. Cost would be \$80 for the application and \$295 for the exam. ACT Cascades will have scholarships available and may organize online study groups. Certifications will renew after a period of time, but people will not need to retake exam. Recertification will be based on a points system based on activities, committees, and conferences.

### ***Next Board Meeting and Statewide Transportation Options Meeting***

Edem reported that the status of the June meeting is uncertain due to the coronavirus situation. Theresa suggested considering moving to an online format or offering a webinar in place of statewide meeting. The group discussed this topic and agreed to explore moving in this direction. The training committee will meet soon to discuss potential options.

Paige suggested that an update from ODOT on its restructuring could be important, as well as an update from tomorrow's meeting about the TO response to the coronavirus situation. This could also be an opportunity to discuss the potential impacts the public health crisis may have on ongoing transportation options work.

Edem said the Executive and Training Committees will continue to discuss options for the June meeting.

### ***Committee Updates***

#### **MEMBERSHIP COMMITTEE:**

Cody reported that the committee has drafted a letter to non-renewed members, but has decided to wait at least two weeks to send out the letter. The committee is looking for ideas for the prospective member list, so please submit any ideas for groups ToGo could approach about membership. The committee asked if the board wanted it to continue work on developing a menu of sponsorship options, and the group agreed the committee should continue that work.

**EDUCATION AND TRAINING COMMITTEE:**

Theresa reported the group has not met in a while and that planning efforts have been impacted by the coronavirus situation. Theresa reviewed a list of possible training topics that could be explored. The committee is also looking at different remote learning/webinar platforms.

**COMMUNICATIONS COMMITTEE:**

Derek reported that the blinky lights that ToGo recently used as giveaways would cost about \$2.20 each to reorder. He could investigate other items. The group agreed to have Derek order around 200 lights so the total would be less than \$500. This would provide an immediate supply and give time to investigate other options. Derek will bring a list of other ideas to the June meeting. Derek will possibly update the ToGo website with coronavirus information if it is decided to be appropriate after the March 20 phone call.

**CONFERENCE PLANNING COMMITTEE:**

Planning for the Oregon Public Transit Conference has not started, but it is expected to begin soon. Kim reported that planning for the First and Last Mile Workshop in Salem had started but has now been put on hold. That event had been planned for June, so it is unknown if or when it will happen.

**BUDGET & FINANCE COMMITTEE:**

No updates.

***OATS Sponsorship Update***

Edem reported that The Street Trust currently plans to reschedule OATS, possibly for June. ToGo's sponsorship will move forward to the rescheduled event.

***ODOT ToGo Sponsorship Agreement Update***

Edem reported that ODOT's work on the agreement has been put on hold as part of their triage to the coronavirus impacts. As a result, there are no new updates to report.

Phone call was adjourned at 2:25pm