



Minutes of the Special Board Meeting
Friday, April 3, 2020 – 2:00 pm
303 2nd Avenue, S, Suite A, Okanogan, WA. 98840 (TranGO Office)

Attendees:

Cindy Gagne, Mayor, City of Omak
Denise Varner, Council Member, City of Okanogan
Carlene Anders, Mayor, City of Pateros
Aaron Studen, Council Member, Town of Twisp
Andy Hover, Okanogan County Commissioner
Jon Neal, Mayor, City of Oroville
Dennis Brown, Mayor, City of Tonasket
Sally Ranzau, Mayor, Town of Twisp

Staff:

Kelly Scalf, General Manager
Jackie Gleason Clerk of the Board
Brent Timm, Operations Manager
Scott DeTro, OCTA Attorney
Sarah Campbell, Treasurer

Call to Order and Introductions

Chairman Gagne called the meeting to order at 2:00 pm.

Resolution #2020-07 - A Resolution of the Okanogan County Transit Authority Board of Directors Regarding Compensation for Employees of Okanogan County Transit Authority During Certain Emergency Health Crisis, and to Comply with the Families First Coronavirus Response Act and Other Matters Relating Hereto.

Motion:

Board Member Hover moved to approve Resolution #2020-07 as presented. The motion was seconded by Vice Chairman Anders.

General Manager Scalf reported that Resolution #2020-07 was drafted by Attorney DeTro as directed by the Board at their March 27, 2020 to comply with the Family First Coronavirus Response Act with reference to Public Health Emergency Leave (PHEL).



Attorney DeTro discussed the resolution, giving particular explanation of Section 2 Emergency Sick Leave which outlines eligibility, covered reasons for using paid sick leave, paid sick leave entitlement, carry over terminations of benefit, use of benefit for certain leave, and use of Emergency Paid Sick Leave. If an employee has any remaining leave, as stated in the resolution it expires December 31, 2020. Attorney DeTro assured the Board that this resolution is based on the current information from the State, but cautioned them that requirements were changing quickly.

Chairman Gagne called for the vote; the motion carried unanimously.

Update: COVID-19 Update

General Manager Scalf gave an update on how things have changed and how she is working hard to keep her staff safe and to provide essential services to the riders. Scalf reported that on March 30th and 31st, all routes were suspended. On April 1st, we began a reservation based service scheduling was to eliminate overcrowding buses and allowing for social distancing. We are scheduling no more than 3 riders per trip, getting employees to their essential jobs, getting people to local locations that are vital and giving it our best effort to help our riders. Scalf reported that all of the administrative staff is working from home today; we will be in the office on Tuesday and Thursday of next week and then assess how things are going.

General Manager Scalf reported on TranGO's advertising efforts. Information regarding the reservation system has been posted at each of the shelters in the County as well as each of the sign posts at each designated stop, on Facebook, on the website, in the newspaper, on the radio, and several chamber of commerce websites have picked up the information. Board Member Ranzau suggested we send out a news release to each jurisdiction served by TranGO for posting. Another suggestion was to send out notification through Emergency Management's Nixel system.

The Board discussed why cross county trips are only being given to riders who are employed. General Manager Scalf explained that limiting the movement of people will help aid in stopping the virus.

Discussion: Resolution #2020-04 - A Resolution of the Okanogan County Transit Authority Board Regarding Compensation for Employees of Okanogan County Transit Authority during Certain Emergency Health Crises, and Other Matters Relating Thereto

General Manager Scalf asked if the Board felt that Resolution #2020-04, as approved, gives her the discretion to facilitate putting employees on standby due to a partial closure, the elimination of service or specific route, or a temporary reduction or suspension of service due to lack of equipment or supplies. The Board agreed that was how they interpreted Resolution #2020-04



They stressed that they expected every effort be given to make sure that services are flexible and the needs of the riders are met to the best of our ability prior to employees being suspended; Scalf understood and agreed with this directive.

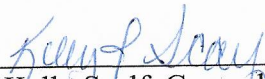
Adjourn

There being no further business to come before the Board, Chairman Gagne adjourned meeting at 2:44 pm.

APPROVED:

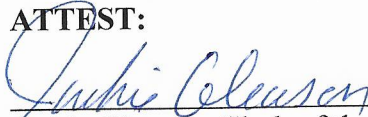


Chairperson or Acting Chair



Kelly Scalf, General Manager

ATTEST:



Jackie Gleason, Clerk of the Board