



## Special Board of Directors Meeting

### Umpqua Public Transportation District

Monday, October 7<sup>th</sup>, 2024, 9:30 a.m.

3076 NE Diamond Lake Blvd, Roseburg, OR 97470

## REVISED AGENDA

### 1. Call to Order

### 2. Roll Call

Doug Mendenhall  
Natasha Atkinson

Michaela Hammerson  
Cathye Dewhirst Curreri

John Estill  
Lisa Lanza

Todd Vaughn

### 3. Pledge of Allegiance

### 4. Consent Agenda

- 4.1 August 29, 2024, Draft Special Board of Director Meeting Minutes
- 4.2 September 9, 2024, Draft Special Board of Director Meeting Minutes
- 4.3 September 16, 2024, Draft Regular Board of Director Meeting Minutes
- 4.4 September 20, 2024, Draft Special Board of Director Meeting Minutes
- 4.5 September 27, 2024, Draft Special Board of Director Meeting Minutes
- 4.7 September 30, 2024, Draft Special Board of Director Meeting Minutes

### 5. Public Comment (Limit to 10 minutes total)

### 6. Adoption of Standards, Criteria, and Policy for Contracting an Interim General Manager

#### Discussion:

The Board will review the proposed standards, criteria, and policy for contracting an Interim General Manager, ensuring alignment with the organization's mission. The interim position has been publicly advertised, and details are available on the UPTD website. Public comment is requested.

#### Procedure:

- ICC conducts preliminary interviews of qualified candidates
- ICC members provide feedback to the Board of Directors
- The Board of Directors votes on candidates for final interviews
- Final interviews conducted by the Board of Directors
- The Board selects an Interim General Manager

#### Action:

Motion to adopt the standards, criteria, and policy for contracting the Interim General Manager.

### 7. Review STIF/ STAC Committee Applications

### 8. Executive Session ORS 192.660 (2) (a) To consider the employment of an officer, employee, staff member or agent if: (i) the job has been publicly advertised, (ii) regularized procedures for hiring have been adopted, and (iii) in relation to employment of a public officer, there has been

an opportunity for public comment. For hiring a chief executive officer, the standards, criteria and policy to be used must be adopted in an open meeting in which the public had an opportunity to comment. This reason for executive session may not be used to fill vacancies in an elective office or on any public committee, commission or other advisory group, or to consider general employment policies. ORS 192.660(2)(a) and 192.660(7).

## 9. Adjournment

### Join Zoom Meeting

<https://us02web.zoom.us/j/85034214294?pwd=9S6K02shYR1oQD2juSMJbWDMU8CCLY.1>

Meeting ID: 850 3421 4294

Passcode: 222954

### AUDIENCE PARTICIPATION INFORMATION

UPTD welcomes and encourages citizen participation at all meetings. By state law, Executive Sessions are closed to the public. To allow the Board to deal with business on the Agenda in a timely fashion, we ask that anyone wishing to address the Board follow these simple guidelines:

- Persons addressing the Board must state their name for the record.
- All remarks are directed to the entire District Board. The Board reserves the right to delay any action requested until fully informed on the matter.

### TIME LIMITATIONS

Each speaker will be allotted a total of 5 minutes. At the 3-minute mark, the Chair will remind the speaker there are only 2 minutes left. All testimony given shall be new and not previously presented to the Board.

### CITIZEN PARTICIPATION – ON AGENDA ITEMS & NON-AGENDA ITEMS

We allow the opportunity for citizens to speak to the Board on agenda items and non-agenda matters on this evening's Agenda of a brief nature. A total of 30 minutes shall be allocated for this portion of the meeting. If a matter presented to the Board is of a complex nature, the Chair or a majority of Board members may schedule the matter for continued discussion at a future Board meeting. Board members reserve the right to respond to audience comments after the audience participation portion of the meeting has been closed.

**The Oregon Attorney General's Public Records and Public Meetings Manual states that the Public Meetings Law is a public attendance law, not a participation law.** "The right of public attendance guaranteed by Public Meetings Law does not include the right to participate by public testimony or comment [...] Governing bodies voluntarily may allow limited public participation at their meetings" (Attorney General Rosenblum, 2019, p. 155). Additionally, the Oregon Attorney General's Manual states, "The presiding officer has inherent authority to keep order and to impose any reasonable restrictions necessary for the efficient and orderly conduct of a meeting. If public participation is to be a part of the meeting, the presiding officer may regulate the order and length of appearances and limit appearances to presentations of relevant points. Any person who fails to comply with reasonable rules of conduct or who causes a disturbance may be asked or required to leave, and upon failure to do so becomes a trespasser. The law's requirement that 'all persons be

permitted to attend any meeting' does not prevent governing bodies from maintaining order at meetings" (Attorney General Rosenblum, 2019, p. 156).

**\*\*\* AMERICANS WITH DISABILITIES ACT NOTICE \*\*\***

The facility used for this meeting is wheelchair accessible. If you require any special physical or language accommodations, including alternative formats of printed materials, please contact the District office/UTrans as far in advance of the meeting as possible, and no later than 48 hours prior to the meeting. To request these arrangements, please call 541-671-3691 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).