



**Wednesday, September 16th, 2026
Regular Meeting of the Board of Directors
of the Hood River County Transportation District**

**224 Wasco Loop, Board Conference Room
Hood River, OR 97031
4:00 p.m. – 5:30 p.m.**

Meeting Minutes

1. Call Meeting to Order

Greg called the Board of Directors Meeting to order at 4:00 PM.

2. Roll Call

Tiah took roll call: Greg Pack - Board Chair, Megan Ramey - Board Vice Chair, Matt Althoff – Board Secretary/Treasurer, Gisela Ayala—Echeverria, Jim Klass, Jesus Mendoza, Lina Sanchez

Absent: None

Staff: Jeff Acciaioli, Tiah Mayhew, Tim Ravins, Sara Crook

Public: Amelia – Uplift Local, Ben Mitchell – Hood River City Council

3. Approval of August 26th, 2026, Board of Director Meeting Minutes

Greg asked if there were any changes that the Board would like to make to the August meeting minutes. The meeting minutes were included in the Board meeting materials. No changes were requested.

Motion: Matt made a motion to approve the August 26th Regular Monthly Meeting Minutes. The motion was seconded by Megan.

Approved by: Greg, Megan, Matt, Gisela, Jim, Jesus, and Lina

Opposed by: None

4. Public Comment

Ben Mitchell, who is a member of the Hood River City Council, introduced himself to new Board members. No public comment.

5. Oath of Office for Interim Appointed Board Members

Greg explained that every person elected or appointed to the Board must take an oath of office.

Jesus and Lina took the oath of office.



6. Travel Trainer Report – Sara Crook

Sara Crook, Travel Trainer for Hood River and Wasco Counties, gave an update on her continued efforts to assist community members in learning to use public transit independently through trip planning, rider education, and one-on-one support, including services for individuals with disabilities.

Sara provided an overview of the Student Pass Program. The program provides free Youth Gorge Transit Passes to eligible Hood River County Middle and High-School students. Each eligible student may receive one free Youth Gorge Transit Pass per school year. This year, a sign-in process has been implemented to improve accountability and reduce the potential for duplicate pass distribution. Passes for the current school year began being distributed at back-to-school events. Students may also obtain a pass through their school office or at the CAT office by showing their school ID and be accompanied by a parent or guardian.

Another program that Sara manages is the Gorge Transit Connect Program. The program partners with local nonprofit and community organizations to provide free and discounted Gorge Transit passes to individuals with transportation needs. Partner organizations determine eligibility, while CAT subsidizes the cost of the passes through grant funding. Submissions for free or discounted passes include questions that include gathering clients' needs stories and program outcomes to support future grant applications and funding opportunities. Lina asked if there was ability to track pass usage, not only distribution. Staff noted that usage cannot be directly tracked because physical passes are not scanned when boarding a bus or linked to specific riders. Efforts are more focused on continuing engagement and travel training. Megan asked about students losing their passes, she manages an after-school bike program and is familiar with lost passes. She was wondering if electronic versions of the pass were available for students. Staff answered that with our current technology it would not be possible as each pass would require individual activation emails sent through the Token Transit app which school offices do not have access to, limiting pass availability to the CAT office and would require additional staff time. Greg asked if there was also a fee associated with the transactions and staff replied that there would be. Staff will continue to explore options for a digital student pass in the future. Jesus asked about the success of the Summer Youth Rider program. Sara replied that the program saw a few less prizes handed out this year, but those will be rolled over to next summer's program.

7. Monthly Financial Report – Tiah Mayhew

The monthly financial report was included in the Board materials. Matt asked for clarification regarding the payment made to Michael Gorton, Tiah informed the Board that this was the final payroll for an employee. The Board had no further questions.

a. Credit Card Purchase

Tiah notified the board of an accidental personal charge that was made on a District



credit card. Per policy, the employee has reimbursed the district and completed the required first-offense corrective actions. There is no financial impact on the district, as reimbursement will be reflected in the September financial statements. No Board action is required.

Matt expressed interest in exploring options to include an Excel spreadsheet with the monthly Financial Reports to provide additional data for comparison. This could potentially highlight new vendors, categorize spending, consolidate monthly vendor totals, and help identify spending trends or unusual expenses. Matt stated that he would be willing to come in and work with Tiah so they could explore options. The Board agreed that this could be beneficial and if successful and not a time constraint on staff providing 12–13 months of historical data would provide useful comparisons.

8. Resolution and Action Items

There are no resolutions or action items.

9. Operations Manager Report – Jeff Acciaioli

a. Performance Report

The overall safety score remains at 99, with no major speeding or harsh events. Fixed route OTP (on-time performance) is not included in the performance report, but ongoing adjustments have been made with the Spare software and Jeff has data from the previous week. Jeff mentioned the OTP for fixed routes has lower numbers due to delays incurred at the bridge construction project on I-84. All lanes had re-opened in the project area the prior weekend so that OTP should improve. Dial-A-Ride OTP was 96.8%. Vehicle hours driven as 1,271, vehicle miles are 42,247. Fuel cost is \$22,171, approximately \$0.52 cents per mile. Jeff gave the Board details of a small crash. Our bus was pulling into the bus stop at 20th and Cascade, near Safeway when another driver pulled out from the parking lot too soon and clipped the back of the bus. The impact caused mostly cosmetic damage to the side of the bus and bent the bumper. This has been turned over to our insurance carrier.

b. Employee of the Month

Jennifer Springer has been named CAT's Employee of the Month.

c. Ridership

Overall ridership is down slightly from last year. Boardings per hour are slightly down as well, which is most likely related to the expanded CGE schedule, with two extra trips per day than we had last year at this time. So even though our overall ridership is similar, we have slightly more hours on the road.

d. CAT is Hiring

Jeff shared that CAT is currently hiring drivers in preparation for the Gorge-to-Mountain Express season. Drivers assigned to this route receive a shift differential of an additional \$3 per hour. A CDL is not required at the time of hire, as training can be provided.



Megan asked about the I-84 construction project and the group confirmed the project is still ongoing and periodic lane closures could continue through October. Jesus asked if CAT would be adjusting the Columbia Gorge Express schedule now that summer is wrapping up. Jeff confirmed that the CGE route will return to seven trips a day, currently running nine times a day, when Gorge-to-Mountain Express service starts. This will most likely be in early to mid-December.

10. Executive Director Report

No Executive Director report.

11. Discussion Items

No discussion items.

12. Upcoming Events

No upcoming events.

13. Adjournment

Motion: Matt made a motion to adjourn the meeting. The motion was seconded by Megan.

Approved by: Greg, Megan, Matt, Gisela, Jim, Jesus, and Lina

Opposed by: None

The meeting was adjourned at 4:41.

The Hood River County Transportation District Board of Directors meeting minutes are prepared and presented in summary form. Please contact Tim Ravins tim@catransit.org, or call (541) 386-4202.

Prepared by: Tim Ravins, Administrative Assistant

A handwritten signature in black ink, appearing to read "Tim Ravins", written over a horizontal line.

Approved by: Matt Althoff, Secretary-Treasurer

A handwritten signature in black ink, appearing to read "Matt Althoff", written over a horizontal line.