Meeting Notes

Monday, November 29, 2021

3:00 Roll-Call / Introductions

**Committee Members:**

Andrea Caudill (alternate), Port of Portland

Jenna Garmon, Metro

John Wasiutynski, Multnomah County

Les Spitler, TriMet

Stacey Foreman, City of Portland

Suzi Fulcher, Washington County

**Others In Attendance:**

Abe Turki, Washington County

Miranda Williams, Metro

Kiersten Vanderhoof, Washington County

3:05 Public Testimony Period

*No testimony.*

3:15 Program Updates

1. Tracy is preparing invoicing for partner agencies.
2. PCEF grant application finished, submitting by 11/30
3. Decal samples going to print

3:25 Agency Updates

*No updates*

3:35 Syncing Key Program Elements Discussion

1. Budget draft
	* Please provide comments and agency budgets to Tracy by noon December 13
	* We will review the budget again at the December 13 meeting and need to vote to approve the budget by December 31.
2. Project-specific exemptions – should those be approved by PMs, or someone else? General consensus is the agency program administrator. If anyone has any comments or questions about that, please contact Tracy this week.
3. Please send your agency and any recommended contractor testing contacts to Tracy.

3:55 Final Comments & Notes for Future Meetings

Future topics Placeholder:

* How to calculate costs coming from a stop work order if a contractor is out of compliance.