PRIVATE FOR-HIRE TRANSPORTATION BOARD OF REVIEW
MEETING MINUTES FOR OCTOBER 8, 2008

A. Call to Order: 1:35 p.m. by Sue Klobertanz

B. Roll Call / Sign-In

1. Roll Call:

Abma (P)	Bauhs (P)	Corona (P)	Rauen (P)	Blosser (P)	
Miller (P)	Ochosa (P)	Putnam (P)	Huddleston (P)	Dufay (P)	Klobertanz (P)

2. Others / Audience: The list of other attendees is available from the Revenue Bureau.

C. Approval of Agenda

1. Additions to Agenda. An announcement is to be moved to the front of the meeting. In addition Old Business #4 and the Code Rewrite will also be moved to the front due to accommodate Shane Abma's schedule.

D. Approval of Previous Minutes

Motion to approve previous minutes: Gail
Seconded: Jon
Agenda was unanimously approved.

E. Supervisor's Report: Frank Dufay

1. Private for Hire Newsletter. This is a new thing we are trying.
2. Enforcement Report. We will continue the enforcement stings. We have been going to the PDX backfield. We're particularly are checking if the drivers are displaying their permits properly.
3. Civil Penalties. Currently, we have filed only one appeal to the Code Hearings Officer. No hearing has been scheduled. There is another appeal that will potentially be coming to the Board or to a committee of the Board.

Butch: Can we also look at sticker permits for Taxi cabs? Every cab has to have holes drilled into the car.

Mostafa Mabkhouti asked for the procedure for appeals. Shane answered that there is a Board Order which outlines the appeal process. It was also asked who decides where the appeal is heard. Shane answered that the code outlines where an appeal goes for each entity that is appealing. The code directs the appeals for Taxi Drivers, Taxi companies, LPT drivers and LPT companies. There is no discretion as to where appeals are heard.

4. Status of 1st Quarter Reporting-Penalties. Some companies are still not submitting their required reporting for the 1st and 2nd quarters. We will be penalizing non compliance companies. Information on penalties issued for non reporting will be in next month's Supervisor's Report.
5. Status of 2nd Quarter Reporting-Penalties. Some companies are still not submitting their required reporting for the 1st and 2nd quarters. We will be penalizing non compliance companies. Information on penalties issued for non reporting will be in next month's

Supervisor's Report.

Supervisor's report was unanimously accepted

F. Unfinished Business

1. Code Rewrite by Shane Abma.

a. Driver Training. City is considering making training a requirement for all PFH companies. How often do you think they should be held? Should there be different curriculum for each PFH service type? Invite the Board and Audience's feedback.

- Butch: First Aide and CPR course and defensive driving course every 3 years suggested. He feels every year is too much to ask the drivers.
- Gail: For medical transportation, courses are required every 3 years including CPR First Aide, defensive driving (NTI defensive driving class), passenger assistance training available through CTAA Community Transportation Association of America, Ride Connection (local). There are two types of passenger assistance training. Both include hands on training. One type is for sedan drivers and another type for wheelchair van operators. Companies have option to find their own training locally. Companies are responsible to find their own CPR and First Aid training. Defensive driving and passenger assistance training are available through Ride Connection, or a State program which provides training for medical transportation. That State program is paid for by DHS and is not available to outside customers. An additional trainer, Larry Christenson, is paid by ODOT to provide another such class paid by for by rural transportation dollars. It may be possible to talk to Larry about providing the training to others. **Doug:** Had started program locally for sedan and limo pickup up by Portland Limousine Association. Training and CD's on the market could be used for such training. His training is done once a year. They get together to discuss any incidents every quarter.
- Raye Miles: Training every 2 or 3 years would be better. She feels Executive Sedan drivers should have more extensive customer service training.
- Tesfaye: Feels training for Taxis and Shuttles should be uniform. Wheelchair vehicle operators and Executive Sedan drivers should have different training. Defensive driving and First Aid classes should all be the same. Every company should have the same training. Driver safety and defensive driving are separate.
- Jerry Johnson: Suggests defensive driving only required for drivers with a significant number of traffic convictions or accidents. Passenger assistance should be done yearly.
- Gail: Some CPR training is good for only 1 year others up to 3 years. That needs to be defined. Also online training needs to be separated from in person training.

b. How much objectivity do you think the City should have regarding traffic or criminal offenses? Code says that convictions for the following are grounds for permit denial: theft robbery, burglary, assault, sex crimes, drugs, prostitution, weapons, any traffic crime…Also, If greater than 10 traffic infractions, greater than 10 serious traffic violations greater than 10 traffic accidents or a combination of 10 or greater in the past 10 years.

- Al: From insurance perspective they look at the past 5 years for any major traffic violations (DUI, eluding Police). They look back 3 years for accidents, speeding, running red lights. Any major violation in the last 5 years makes them uninsurable. 20mph and over speeding violations are major, anything less is minor. The violation still counts even if the driver was given a Diversion. Most carriers like 2 years driving

experience in the U.S.

- Gail: Tri Met contract has a list of disqualifying crimes and traffic offenses. Some crimes make a person permanently ineligible. They mostly have to do with passenger safety. It also list traffic infractions. There is no objectivity.
- Dawn: The Port used to have an ordinance outlining offenses that make a person ineligible for a permit. They took that language out because the City was in line with their requirements.
- Raye Miles: Objective is always better than subjective. There are some things that must bar a person from this occupation. They look at did they go through a qualitative review process. Older crimes, especially misdemeanors, should be looked at differently. Once a final list is compiled it should be held to.
- Pat Montgomery: Who is responsible for keeping track of what convictions of the drivers?
- Frank: The companies are responsible to report accidents and convictions quarterly.

2. Demand Study by Sue Klobertanz. We have received two proposals. Ramon, Michael (Port), Gail and Jon are on the scoring committee. They will be reporting their findings at the next Board Meeting.

3. Port Transportation Utilization by Dawn Huddleston. Each mode of transportation is broken down to percentages of all transaction. Blue Star is broken down separately because they provide transactions in more than one category. Courtesy is all rides that are provided free of charge to the passenger (ex: Hotel shuttle). The numbers have remained consistent since about the year 2000. All shuttles are in the same category. Limousines fall under reservation only category. Executive sedans are the on demand town cars at the airport.

4. Rate signs on public right of way. The city traffic engineer has to approve this. There have been conversations regarding the possibility of those signs but no decision has been made.

G. Standing Committee Reports

1. Company Standing Committee by Doug Rauen.
   a. They decided to wait to make a decision on the fuel surcharge due to the volatility in the market. It is forecasted that the fuel prices will come down further in the near future. Doug will bring back a motion to freeze the fuel surcharge where it is or rescind the current fuel surcharge Board Order.

Jon: Suggests that a motion be brought forward as to what is to be done with the fuel surcharge either freeze rates for 6 months or a year or stay where it is or rescind the fuel surcharge.

   b. Service definitions. Each industry will come forward to share what they would like to be defined as. The definitions will then be combined and be brought forward at the next Board Meeting.
2. Driver Standing Committee by Butch Miller
   a. There were not enough in attendance to have a meaningful discussion of the definitions and nominations.

H. New Business

1. Airport Service Issue-a brief discussion of backfield strike by taxi drivers. There was an instance that all the taxi drivers who were in the backfield decided to leave. How will taxi companies continue to provide service to the Airport and has the airport done about this incident? Airport held a meeting with the Taxi companies who provide service at the airport. It was decided that the Port would send a letter to the cab companies outlining the service problem. The individual taxi companies would each be responsible for

addressing their drivers who participated. It is not anticipated that this will be an issue in the future. A letter was also issue stating that the Airport Operations Supervisors are representatives of the Port and their direction should be followed.

Doug: Asked about cleaning the backfield. Dawn said this continues to be an issue and that they continue to work on that.

J. Announcements

1. The Nines Hotel Introduction by Laura van Daal-Invitation to come to Hotel tomorrow at 9am for coffee and pastries as a thank you for serving our customers. Also, on October 28, 2008 a tour of the hotel is being given.
2. Mostafa Mabkhouti announced a new association, Portland Town Car and Limousine Association. He is the President of that association which represents the Executive Sedan and Livery industry.
3. PACA schedule was distributed to the Taxi companies. The city is committed to remind the companies who are up on the rotation.
4. Board members will receive an invitation to attend a meeting on October 29, 2008 at 1pm regarding the State Ethics Law for public officials. It will be located at our office on the 6th floor. As volunteers on this Board, Board Members are considered public officials. Members of Tow Board and Business License Appeal Board will also be invited to this meeting. Any City officials or those associated with other agencies who have had training on this law already are excused from attending the October 29th meeting.

I. Adjourn

Motion to adjourn by Doug

Seconded and unanimously approved

Next meeting will be November 12, 2008. The meeting was adjourned at approximately 2:50pm.

Minutes submitted by:

Patrick Kramer, Regulatory Program Specialist