



Transit Equity Advisory Committee

Meeting Notes

Tuesday, July 12, 2022

4:30-6:30 p.m.

Virtual meeting via Webex

Members joined in for the second half of the TEAC retreat. Staff provided a brief recap of June's first half of the retreat, thanked the members for completing the topic ranking from the one on-one summaries.

Staff provided a summary of topics and themes that came out of the topic ranking from members for upcoming fiscal year 22-23. 12 members filled out the topic ranking sheets, the 5 areas of focus for this Fiscal year were the following:

1. **Making sure presentations follow accessible guidelines and are provided ahead of the Meeting**
2. **Members are eager to explore opportunities to Influence Policy Decisions in TriMet.**
3. **Include action oriented feedback and community education on transit Issues -**
4. **Creating time to engage in deeper discussion and analysis -**
5. **Facilitating opportunity to draft recommendations around policy and the direction of various initiatives -**

Members unanimously agreed on the items and voiced support for creating accessibility across all public facing materials coming from TriMet and all committees, items like presentations and reports such as budgets.

Members added one additional topic:

6. **Creating a structure time for organizations to report out on information on liaising**

Two members volunteered to lead topic 1 and 2.

- Annadiana Johnson and André Lightsey-Walker

John Gardner provided an overview of the Transit Equity Advisory Committee (TEAC), the charge, mission, and vision of the committee within TriMet. Outlining the equity areas of work and how TEAC informs the Board, as an advisory Committee to TriMet's General Manager. TEAC is TriMet's most consistent forum for community engagement, policy review, service review, and system discussions along with CAT.

Director Wai provided a brief recap on the background of TEAC'S beginning in 2013, highlighted the role of the committee as defined on the Charter and highlighted some of the work the committee and its members who came before have helped TriMet accomplish throughout the years.

Members answer the following questions in breakout rooms

1. Does the charter express/articulate the work you signed up for?
2. How are you liaising TEAC information to your community?
3. How can we support you as TEAC liaison to your organization?
4. What do you expect from TriMet?



The following items were shared during the charter overview conversation:

- Charter Review is needed- this documents is leading the committee, times are changing; is time for updates and change.

Items members recommend reviewing:

- Change the way the chair and Co-chair is elected- instead of GM appointment – having committee elect these positions
- Select a chair to guide conversations.
- Charter Section on voting – clarify this section, could be a just clarification of items or removing/changing if the committee does not use the item.
- Resolutions/ recommendations – clarify decisions making process, or add a process to do this.
- Members unanimously agreed on creating an adhoc committee as the next step to review the charter.

Next steps:

- All members will review the document and provide input.

Some of the ways in committee members share TEAC information to the community, range from updates at membership meetings, social media post, conversations with community members, creating a feedback loop, reaching out to faith based groups, sharing with folks who don't know about the various programs and resources that TriMet staff are sharing.

Items in which TriMet Staff can support the liaising work of the committee members

- Convey clear information- Information to the GM seems filtered
- Send Agenda in advance – 3weeks, invite members to be part of the agenda setting
- Select a Chair and Co-chair

Next steps

- August meeting is cancelled.
- All members will review the charter and provide input
- Adhoc Committee will meet in August to review the charter and make update recommendations based on members input.