

BOARD OPERATIONS COMMITTEE MEETING

Minutes of the February 10, 2021 Meeting
Via Webex Video Conference

MEMBERS PRESENT

Pamela Haley, City of Spokane Valley, Chair
Chris Grover, Small Cities Representative (Airway Heights), *Performance Monitoring & External Relations Committee Chair*, Chair Pro Tempore
Al French, Spokane County, *Planning & Development Committee Chair*
E. Susan Meyer, Chief Executive Officer, *Ex-officio*

STAFF PRESENT

Emily Arneson, *Ombudsman & Accessibility Officer*
Dana Infalt, *Clerk of the Authority*
Monique Liard, *Chief Financial Officer*
Fred Nelson, *Interim Chief Operations Officer*
Karl Otterstrom, *Director of Planning & Development*
Brandon Rapez-Betty, *Director of Communications & Customer Service*
Nancy Williams, *Director of Human Resources & Labor Relations*

GUEST

Karen Stratton, City of Spokane

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

1. **CALL TO ORDER AND ROLL CALL**

Chair Haley called the meeting to order at 1:30 p.m. and conducted roll call.

2. **APPROVE COMMITTEE AGENDA**

Mr. Grover moved to approve the agenda, Mr. French seconded and the motion passed unanimously.

3. **CHAIR'S COMMENTS**

None.

4. **COMMITTEE ACTION/DISCUSSION**

a. **January 13, 2021 Committee Minutes**

Mr. Grover moved to approve the January 13, 2021, committee meeting minutes as submitted, Mr. French seconded and the motion passed unanimously.

5. **COMMITTEE CHAIR REPORTS**

a. **Al French, Chair, Planning & Development (P&D)**

The Committee reviewed its 2021 Planning and Development Work Program. Mr. Otterstrom gave an overview of the 2022-2027 Transit Development Plan and briefed the Committee on the DivisionConnects Program.

b. **Chris Grover, Chair, Performance Monitoring & External Relations (PMER)**

The Committee forwarded four recommendations to the Board consent agenda for approval: 1) IRS Environmental Acceptance of Contract as Complete; 2) Scope of Work and Budget Approval for the Non-Diesel Underground Storage Tank Replacement; 3) Spokane Falls Station Construction Final Acceptance; and, 4) the Swiftly Software Contract Agreement.

6. **BOARD OF DIRECTORS AGENDA FEBRUARY 18, 2021**

Mr. French moved to approve the Board of Directors agenda as presented, Mr. Grover seconded and the motion passed unanimously.

7. BOARD OPERATIONS COMMITTEE DRAFT AGENDA MARCH 10, 2021

There were no changes to the draft agenda. Mr. French asked how the Jefferson Lot Agreement is impacted by the conversations between the City of Spokane and the Washington State Department of Transportation (WSDOT). Mr. Otterstrom said because the Jefferson Lot is a Park & Ride available to anyone to use for public or mass transportation purposes, WSDOT is working directly with Spokane Transit on a no fee lease agreement.

8. CEO REPORT

Washington State Legislative Update. Senator Hobbs, chair of the Senate Transportation Committee, has included \$25 million for Spokane Transit's Division Street Bus Rapid Transit (BRT) project in the Committee's Revenue Package. Staff provided project information to Representative Riccelli with the hope that he will submit the project to the House Transportation Committee's Revenue Package. The Division Street BRT is next on STA's list of projects after the City Line and could cost as much as \$150 million. If STA received \$25 million from the State Legislature, it would fund everything through project development, preliminary engineering, and preparing an application for a Small Starts Grant.

STA Paratransit drivers are on call to receive a COVID-19 vaccination at the Arena if there is an opening. Paratransit and Fixed Route drivers will be eligible for vaccinations this spring subject to vaccine availability.

STA has updated signage in facilities and on vehicles to reflect the new federal requirement to wear a mask on public transportation.

9. NEW BUSINESS

None

10. ADJOURN

With no further business to come before the Committee, Chair Haley adjourned the meeting at 1:49 p.m.

Respectfully submitted,

Kathleen Roberson
Executive Assistant to the Chief Financial Officer