

## **BOARD OPERATIONS COMMITTEE MEETING**

Minutes of the October 13, 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*  
Karen Stratton, City of Spokane  
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*  
Karl Otterstrom, *Director of Planning & Development*  
Nancy Williams, *Director of Human Resources & Labor Relations*

### **MEMBERS ABSENT**

### **PROVIDING LEGAL COUNSEL**

Laura McAloon, McAloon Law PLLC

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#### **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 as presented, Mr. French seconded and the motion passed unanimously.*

#### **3. CHAIR'S COMMENTS**

No comments.

#### **4. COMMITTEE ACTION/DISCUSSION**

##### **a. September 8, 2021 Committee Minutes**

*Mr. Grover moved to approve the September 8, 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)**

Mr. French said the Committee discussed the City Line schedule change. He felt the conversation went extremely well and that media coverage regarding the schedule change also went well. Ms. Liard presented the Draft 2022 Operating and Capital Budgets.

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

Mr. Grover said the Committee approved the appointment of JT Ramsey to the Citizen Advisory Committee, approved a Scope of Work for the Diesel and Unleaded Gasoline Invitation for Bids, and approved the Scope of Work for a Temporary Staffing Services Request for Proposals. The Committee received updates on the City Line Project and the Summer Youth Pass Pilot Program. The Committee forwarded two recommendations to the Board consent agenda: 1) approve final contract acceptance for the Fleck Energy Savings Project, and 2) approve the Community Access Pass program.

**6. BOARD OF DIRECTORS AGENDA OCTOBER 21, 2021**

Third Quarter Employee Recognition was removed from the agenda. No other changes were made.

*Mr. Grover moved to approve the Board of Directors agenda as amended, Ms. Stratton seconded and the motion passed unanimously.*

**7. BOARD OPERATIONS COMMITTEE DRAFT AGENDA NOVEMBER 10, 2021**

*Mr. Grover moved to approve the draft Board Operations Committee agenda as presented, Ms. Stratton seconded and the motion passed unanimously.*

**8. CEO REPORT**

No report.

**9. NEW BUSINESS**

None.

**10. ADJOURN**

With no further business to come before the Committee, Chair Haley adjourned the meeting at 1:36 p.m.

Respectfully submitted,

Kathleen Roberson  
Executive Assistant to the Chief Financial Officer