

Spokane Transit Authority
1230 West Boone Avenue
Spokane, Washington 99201-2686
(509) 325-6000

CITIZEN ADVISORY COMMITTEE MEETING (CAC)
Meeting Minutes for December 13, 2017
Southside Conference Room

MEMBERS PRESENT

Dennis Anderson
Ann Campeau
Dick Denenny
Victor Frazier
Charles Hansen
Charles Howell, Committee Chair
Brian Kamp
Larry Luton
Michelle Rasmussen

MEMBERS ABSENT

Resa Hayes
Larry Lapidus
Madison Leonard

STAFF PRESENT

Emily Arneson, Community Ombudsman Accessibility Officer
Steve Blaska, Director of Operations
Beth Bousley, Director of Communications & Customer Service
Stacia Bowers, Executive Assistant
Hayley McAvoy, Intern, Communications
Roger Watkins, Chief Operations Officer

GUESTS

Jorgen Rasmussen

1. CALL TO ORDER AND ROLL CALL

Charlie Howell called the meeting to order at 5:00 p.m. and conducted roll call.

2. PUBLIC EXPRESSIONS

Jorgen Rasmussen is the city captain for National Drive Electric Week which is held in Liberty Lake and uses the park and ride. Mr. Rasmussen would like to promote electric charging stations in park and ride lots and promote these events in 2018. He stated that Avista is on board along with the City of Liberty Lake and would like to reserve three spots for the National Drive Electric event.

3. COMMITTEE ACTION:

a. Minutes of the Citizen Advisory Committee - Corrections or Approval

Charlie Howell asked the Committee to address the minutes of the November 8, 2017 meeting. The minutes were approved.

4. COMMITTEE REPORTS:

a. 2018 Performance Matrix and Measures:

Steve Blaska reviewed upcoming STAMF projects expected to complete in 2018. Mr. Blaska briefed the committee on the changes on ridership from last year and on the new standardization of on time performance goals of 93%. Mr. Blaska noted the new performance measures which include park and ride performance, and fixed route ease of use.

b. Snow Plan:

Mr. Blaska reported that STA coordinates with jurisdictions and that STA is approved for snow removal operations in select areas as STA personnel are certified by the City of Spokane. During snow emergencies Paratransit service has preplanned detours and STA has additional staffing in dispatch, plaza, facilities and grounds and fixed route (supervisors have de-ice

and bars to help push a bus). Facilities and Grounds have an earlier shift change in the winter to clear weather. The Communications department has an emergency communications plan and has staff on call that push out notifications. Mr. Blaska reminded the committee of some winter weather helpful hints:

- listen to traffic reports and street closures,
- call 328 ride
- check the website (updates at approximately 0600 and 1600)
- sign up for STA LINKED
- use real time information if bus is running late
- wear Light colored clothing, a reflector or flashlight (phone app)
- clear a path at the bus stops

c. Adjustment to Bus Procurement Plan:

Mr. Blaska reported that STA is committed to Battery Electric Buses (BEB) and the Central City Line will be BEB 60 foot coaches scheduled for delivery in 2021. He also noted that the Capital Improvement Plan (CIP) identified opportunities for BEB's in 2019 and 2023. STA is ordering six BEB's to meet the September 2019 service requirements and is looking to identify a bus route that will have in route charging. There is an opportunity for ten BEB's in 2019-2020 (in addition to the ten for CCL).

d. STA Moving Forward Update:

Beth Bousley displayed the stamovingforward.com website and briefed the committee on the content of the website.

e. Recruitment/Orientation Update:

The Chair requested copies of maps with CAC member's addresses emailed out to CAC members to show where representation of the committee lies within the PTBA.

f. PMER Observations:

Charles Hansen informed the committee of items covered at the last PMER meetings. PMER discussed the bus procurement strategy, award of contract for laundry, inter local agreement for police, legislative priorities, passenger survey, and Roger Watkins was introduced as STA's new Chief Operations Officer.

5. GENERAL BUSINESS:

The committee voted to move the February meeting to the 7th of February instead of having it on the 14th. This will be considered a special meeting.

6. SET MEETING SCHEDULE & AGENDA ITEMS:

- Minutes of the February 7, 2018, *Special Committee meeting – Corrections/Approval*
- 2018 Service Improvements
- Passenger survey Update
- Monroe Regal HPT Corridor Overview
- Recruitment/Orientation
- PMER Observations\

7. ADJOURN

Respectfully submitted,



Stacia Bowers
Executive Assistant to the Director of
Communication & Customer Service