

CITIZEN ADVISORY COMMITTEE MEETING (CAC)

Meeting Minutes for July 11, 2018

Southside Conference Room

MEMBERS PRESENT

Dennis Anderson
Dick Denenny
Ann Campeau
Charles Howell, Committee Chair
Michelle Rasmussen

MEMBERS ABSENT

Larry Luton
Brian Kamp
Larry Lapidus
Madison Leonard

STAFF PRESENT

Emily Arneson, Community Ombudsman and Accessibility Officer
Beth Bousley, Director of Communications & Customer Service
Stacia Bowers, Executive Assistant
E. Susan Meyer, Chief Executive Officer
Karl Otterstrom, Director of Planning and Development
Brandon Rapez-Betty, Interim Director of Communications & Customer Service
Lynda Warren, Director of Finance & Information Systems
Roger Watkins, Chief Operations Officer

GUESTS

Charles Hansen

1. CALL TO ORDER AND ROLL CALL

Charlie Howell called the meeting to order at 5:02 p.m. and conducted roll call.

2. PUBLIC EXPRESSIONS

None. Charles Hansen came to say goodbye to Beth Bousley and to thank her for doing a great job while she was with Spokane Transit.

3. COMMITTEE ACTION

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

Charlie Howell asked the Committee to address the minutes of the June 13, 2018 meeting. The minutes were approved.

4. COMMITTEE REPORTS:

a. Bus Seat Update:

Roger Watkins shared the results and feedback from the seat demonstration with the committee. The main points were the benefits of monetary savings, logistics and cleanliness. Roger and Emily Arneson both rode the new seats to Cheney and back. They did not find them uncomfortable or slippery. USSC Group manufactures the seats, which is located in Exton, PA. The measurement for legroom: new seats are 28.86" and padded seats are 28.4" (a slight difference of less than 1/2"). Please note: the minimum required distance is 27" between seats (26" in front of a wall/panel).

b. September 2019 Service Revisions: Preliminary Proposal:

Karl Otterstrom provided the complete Preliminary Proposal report detailing the three south Spokane network alternatives as well as more information about the proposals found at the following link:

https://www.spokanetransit.com/files/content/Sept_2019_Prelim_Proposal_Report.pdf

The September 2019 Service Revisions will primarily focus on changes to the south Spokane network, in conjunction with the implementation of the following improvements as part of STA *Moving Forward*:

- Monroe-Regal High Performance Transit (HPT) Line
- the relocated and expanded Upriver Transit Center at Spokane Community College

- the new Moran Station Park & Ride
- the new South Commuter Express

Karl also noted other 2019 revisions that included a new transit station at Spokane Fall Community College (SFCC), and accelerate STAMF improvement to serve new distribution center on Geiger Boulevard programmed for 2021.

Mr. Otterstrom discussed the planning process inputs, the south Spokane alternatives and reviewed the 2019 service revision timeline.

c. **CAC 2018/2019 Work Plan:**

Karl Otterstrom presented and reviewed the 2018-2019 CAC work program. The work plan covers project related outreach, public milestones, CAC engagement and fieldtrips. The next event will be the West Plains Transit Center ribbon cutting in September.

d. **Monroe Regal Field Trip:**

Karl Otterstrom updated the committee on the logistics for the field trip this Saturday. Stacia Bowers will send a follow up emailing confirming enough attendance or cancelling the field trip if there is not enough participation.

e. **Recruitment/Orientation Update:**

Charlie Howell noted that CAC will be down to nine members after this meeting and urged the remaining members to reach out to groups regarding recruitment.

f. **PMER Observations:**

No CAC representative attended the last PMER meeting. Charlie Howell volunteered to be the PMER representative.

5. **GENERAL BUSINESS:**

Susan Meyer provided kind words regarding Beth Bousley who has accepted a position with Washington State Department of Transportation (WSDOT). Ms. Meyer also introduced Brandon Rapez-Betty as the Interim Director of Communications and Customer Service until they fill that position

Charlie Howell asked about the Plaza renovation, which has seen a 34% reduction in incidents while medical assistance has remained flat.

6. **SET MEETING SCHEDULE & AGENDA ITEMS:**

- Minutes of the September 12, 2018 Committee meeting – *Corrections/Approval*
- CAC Charter Update
- Recruitment/Orientation
- Chair and PMER selections
- PMER Observations
- STAMF Performance Tracking
- CAC work plan
- Monroe regal outreach plan
- ****No meeting in August****

7. **ADJOURN**

Respectfully submitted,



Stacia Bowers

Executive Assistant to the Director of Communication & Customer Service