

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

CITIZEN ADVISORY COMMITTEE MEETING (CAC)
Meeting Minutes for March 8, 2017
Southside Conference Room

MEMBERS PRESENT

Ann Campeau
Dick Denenny
Victor Frazier
Charles Hansen
Brian Kamp
Larry Lapidus
Larry Luton
Fran Papenleur

STAFF PRESENT

Beth Bousley, Director of Communications & Customer Service
Stacia Bowers, Executive Assistant to the Director of Communications & Customer Service
Karl Otterstrom, Director of Planning
Lynda Warren, Director of Finance and Information Systems

MEMBERS ABSENT

Charles Howell, Committee Chair
Dennis Anderson
Resa Hayes
Margaret Jones

GUESTS

Michelle Rasmussen, Director of Transportation EWU

1. CALL TO ORDER AND ROLL CALL

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

2. PUBLIC EXPRESSIONS

None.

3. COMMITTEE ACTION:

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

Mr. Frazier asked the Committee to address the minutes of the December 14, 2016 meeting. The minutes were approved.

4. COMMITTEE REPORTS:

a. Plaza Update:

Karl Otterstrom gave an update on the recent renovations at the plaza and upcoming activities for the renovation. The process on renting open space in plaza for events will go through board committee review. Victor and Larry Luton suggested holding meetings at the plaza. Discussion ensued.

b. STA Moving Forward Progress:

Karl Otterstrom updated the committee on some of the early STA Moving Forward (STAMF) projects that will be implemented including later Saturday night service, new service, and more frequent service. STA's Proposition 1 was approved by 55.8% of voters, and every jurisdiction approved with a majority. STAMF's key outcomes are to connect people to services, connect workers to jobs and advance regional economic development. The key investment areas are to maintain existing infrastructure, improve and expand capital infrastructure and expand and improve service. Mr. Otterstrom briefed the committee on HPT implementation and the May and September 2017 bus service improvements.

c. STAMF Public Outreach:

Karl Otterstrom noted the key performance elements of STAMF as public communication and engagement, project and service delivery and system performance. He emphasized the importance of how we measure, what to measure and how we communicate. Next month is a first draft project score card. It was suggested that at the April meeting the CAC review the draft project score card. Larry Lapidus suggested the most effective way to engage public is a YouTube channel in which you can solicit public input, webinars, surveys, social networking, content can be compiled and it allows you to get out news to do outreach and stories.

Fran Papenleur mentioned that she participated in a corridor advisory panel and that Karl Otterstrom did a great job.

d. Real Time Information:

This item is tabled until next meeting.

e. Recruitment/Orientation Update:

Victor Frazier reported that Brian Kamp was appointed to the CAC at the last PMER meeting and all new members have been through orientation. Victor reminded the committee that there are four vacancies and urged members to keep recruiting.

Victor informed the CAC that he had made contact with a youth member on the West Central Community Center (WCCC) Board and will get her an application.

The CAC was asked to look at the STA website if they needed information on CAC membership, application or the charter.

f. PMER Observations:

Victor reported that he attended the last PMER meeting on March 1, 2017. He reviewed the membership of the committee, the agenda and who attended the meeting and that PMER approved Brian Kamp as a new CAC member.

5. GENERAL BUSINESS:

None.

6. SET MEETING SCHEDULE & AGENDA ITEMS:

- Minutes of the March 8, 2017, Committee meeting – *Corrections/Approval*
- Legislative Priorities
- 2017 Communications Update
- Community Perception and Paratransit Survey Results
- STAMF Progress Update
- Real Time Information
- 2016 Year End Financials (May)
- Plaza Renovation Update
- PMER Observations

7. ADJOURN

Respectfully submitted,



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