

PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE

Minutes of the November 30, 2016, Meeting
Southside Conference Room

MEMBERS PRESENT

Tom Trulove, City of Cheney*
Pamela Haley, City of Spokane Valley
Aspen Monteleone, City of Airway Heights
Rhonda Bowers, Labor Representative
Steve Blaska, Director of Operations
E. Susan Meyer, CEO (Ex-Officio)

STAFF PRESENT

Beth Bousley, Director of Communication & Customer Service
Karl Otterstrom, Director of Planning
Lynda Warren, Director of Finance and Information Services
Steve Doolittle, Director of Human Resources
Susan Millbank, Community Ombudsman & Accessibility Officer
Don Reimer, Manager Maintenance and Facilities & Grounds
Allison Mitchell, Contracts Manager

MEMBERS ABSENT

Arne Woodard, City of Spokane Valley
Odin Langford, City of Liberty Lake
John Higgins, City of Medical Lake (Ex-Officio)

GUESTS

Mike Kunder, 3939 Union Representative
Thomas Leighty, AFSME 1015 Representative

* Chair

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

Chair Trulove called the meeting to order at 1:31 p.m. Introductions were made.

2. **PUBLIC EXPRESSIONS**

None.

3. **COMMITTEE CHAIR REPORT**

None.

4. **COMMITTEE APPROVAL**

A. **Minutes of November 2, 2016 Committee Meeting**

Ms. Haley moved to recommend approval of the November 2, 2016, Committee meeting minutes. The motion was seconded by Ms. Monteleone and passed unanimously.

5. **COMMITTEE ACTION**

A. **Board Consent Agenda**

1. Award of Contract - Fuel Supply
2. 2017 Service Revision Phase I – Final Recommendation
3. STA's Affirmative Action Plan - Resolution
4. Renewal of Spokane Police Department (SPD) Interlocal Agreement

Chair Trulove asked for discussion on the items going to the Board Consent Agenda. None were forthcoming. He stated he would accept a motion to forward the Consent Agenda to the Board.

Ms. Monteleone made the motion to forward the Board Consent Agenda. The motion was seconded by Ms. Haley and passed unanimously.

B. **Board Discussion Agenda**

1. 2017 State Legislative Focus and Priorities

Ms. Millbank stated that each year the Board of Directors adopts a State Legislative agenda to guide the CEO during the session as she communicates Spokane Transit (STA) interests and priorities to the legislature. Ms. Millbank also advised that the draft Spokane Transit Focus and Priorities for the 2017 Washington State Legislative Session is attached.

Ms. Millbank reported staff is requesting the committee review and recommend the Board approve the 2017 State Legislative Focus and Priorities as presented and grant authority to the CEO to determine STA's interest on specific pieces of legislation, convey those interests to legislators and others, and report to the Performance Monitoring and External Relations Committee and the Board during the legislative session.

Chair Trulove asked for questions or comments. None were forthcoming.

Ms. Haley made a motion to move this item to the Board Agenda. Ms. Monteleone seconded. The item passed unanimously.

2. Paratransit Contract Services Contract Modification and Extension

Chair Trulove advised this item was discussed at length at the Board meeting and referred back to PMER for clarification. He stated that Mr. Blaska has provided a complete discussion for the committee and believes it answers the questions raised during the Board meeting.

Mr. Blaska reminded the committee that this item had been approved unanimously in the last committee meeting and was referred back to the committee based on discussion during the Board meeting. He reviewed the slides previously presented as background. Mr. Blaska recapped the impending expiration of the MV contract at the end of 2017. He stated staff must now begin negotiations for previously authorized extensions or begin the process for a new contract.

Mr. Blaska reported that MV approached STA for assistance in order to help meet the tasks being assigned by negotiating a more competitive salary structure. MV asked if STA would reopen the contract for the fifth year to allow them to improve their salary structure. Staff responded that STA would be amenable to considering their request if staff saw favorable treatment in an extension period.

MV's proposal met STA's objectives and places MV in a better position to meet current projected tasks. The proposal provides STA favorable terms during extension years and avoids the startup costs of a new contract. The proposed third extension year provides a benefit to STA because it extends the life of the Paratransit vehicles from the planned 7 years to 8 years. With that additional one-year extension, STA is timing the replacement of that fleet with the expiration of the contract with the current vendor. Mr. Blaska provided the proposal summary and addressed the questions raised at the Board meeting (included in the packet) which fell into the following four basic concerns:

1. STA's policy
2. Operational and financial logic
3. Is the current contract fulfilling MV's obligations as communicated to STA in the original proposal
4. MV's overall performance

Discussion ensued.

Chair Trulove stated the question before the committee is should the Performance Monitoring and External Relations committee approve sending this enhanced version to the next Board meeting. He also inquired if there were any changes or supplements suggested. None were forthcoming.

Ms. Monteleone motioned to move this item forward as it is presented. Ms. Haley seconded the motion and it passed unanimously.

6. REPORTS TO COMMITTEE

A. Draft Comprehensive Plan Work Program & Outreach Program

Mr. Otterstrom provided this report as information only and reported that the Planning and Development Committee reviewed it and made the recommendation to pass it on to the Board. Planning & Development thought the Performance Monitoring and External Relations committee should review the information before it comes before the entire Board throughout the course of next year.

Mr. Otterstrom provided an overview of the item and included attachments. He noted that thoughts or suggestion are welcome. Chair Trulove said a couple Board members had expressed frustration in the past year because they offered ideas they didn't think staff could consider right away. He suggested adding a slide as a template to show how the process works.

7. CEO REPORT

- A.** Ms. Meyer advised that she and Mr. Otterstrom met with Ms. Linda Gehrke, the Region 10 Administrator for the Federal Transit Administration. Ms. Gehrke previously worked at Region 10 and had been in Denver since 2012. She said that Ms. Gehrke will receive STA's invitation to come meet with the Board, stating Ms. Gehrke had a lot of good ideas about of Central City Line project in terms of tactical and strategic approaches to be successful with the FTA Grant staff are seeking. Ms. Meyer advised it was a great meeting; Ms. Gehrke's staff had briefed her and she was "on board and ready to go".

- B. Ms. Meyer stated the President Elect has named Elaine Chao as Secretary of Transportation. Ms. Chao previously served as Transportation Deputy Secretary under George H. W. Bush from 1989 to 1991 and was Labor Secretary under George W. Bush from 2001 to 2009. As an aside, Ms. Meyer advised the articles that Ms. Meyer has read and the people she's talked to have talked about President Elect Trump's strategy for infrastructure funding. She stated STA's interest is just to make sure transit continues to be in the definition of infrastructure.
- C. Ms. Meyer said Karl Otterstrom completed his tally of the STA vote - 55.8% of voters in favor; 100% of jurisdictions voted yes; 70% of the precincts voted yes.
- D. Spokane Regional Transportation Council (SRTC) is searching for a new Executive Director. Ms. Meyer said Mr. Kevin Wallace has done an extraordinary job and has advanced SRTC. Mr. Wallace will be available to consult and he reports his likely consulting partners will be DOT and STA.
- E. Ms. Meyer told the committee that there are no numbers for Black Friday ridership yet; hoping it is a glitch and not lost permanently.

8. COMMITTEE INFORMATION

- A. October 2016 Financial Results Summary – *as presented.*
- B. November 2016 Sales Tax Revenue Information – *as presented.*
- C. October 2016 Operating Indicators – *as presented.*
- D. January 2017 Service Changes – *as presented.*
- E. 3rd Quarter 2016 Service Planning Input Report – *as presented.*
- F. Communications Update – *as presented.*
- G. STA's Holiday Services & Office Hours – *as presented.*

9. FEBRUARY 1, 2017 COMMITTEE PACKAGE AGENDA REVIEW

Chair Trulove asked if there were any comments on the draft agenda for the next Committee meeting. None were forthcoming.

10. NEW BUSINESS

None.

11. COMMITTEE MEMBERS' EXPRESSIONS

None.

12. ADJOURN

Chair Trulove adjourned the meeting at 2:32 p.m.

13. NEXT MEETING – WEDNESDAY, FEBRUARY 1, 2017, 1:30 P.M. STA SOUTHSIDE CONFERENCE ROOM, 1230 WEST BOONE AVENUE

Respectfully submitted,



Dana Infalt, Executive Assistant