

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

## **BOARD OF DIRECTORS**

Draft Minutes of the April 19, 2018, Meeting  
Spokane Transit Boardroom  
1229 West Boone Avenue, Spokane, Washington

### **MEMBERS PRESENT**

Candace Mumm, City of Spokane (*Acting Chair*)  
Lori Kinnear, City of Spokane  
Pamela Haley, City of Spokane Valley  
Sam Wood, City of Spokane Valley  
Josh Kerns, Spokane County  
Chris Grover, Small Cities Representative  
(Cheney)  
Veronica Messing, Small Cities Representative  
(Airway Heights) *Ex Officio*  
Mike Kennedy, Small Cities Representative  
(Liberty Lake) *Ex Officio*  
Rhonda Bowers, Labor Representative

### **MEMBERS ABSENT**

Kevin Freeman, Small Cities Representative  
(Millwood) *Chair*  
Al French, Spokane County  
Shirley Maike, Small Cities Representative  
(Medical Lake)

### **STAFF PRESENT**

E. Susan Meyer, Chief Executive Officer  
Roger Watkins, Chief Operations Officer  
Lynda Warren, Director of Finance & Information Services  
Karl Otterstrom, Director of Planning & Development  
Nancy Williams, Director of Human Resources  
Beth Bousley, Director of Communications & Customer  
Service  
Emily Arneson, Ombudsman & Accessibility Officer

### **PROVIDING LEGAL COUNSEL**

Laura McAloon, McAloon Law PLLC

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1. **CALL TO ORDER AND ROLL CALL**  
Acting Chair Mumm called the meeting to order at 1:30 p.m. and conducted roll call.
  2. **APPROVE BOARD AGENDA**  
**Ms. Haley moved to approve the Board agenda, Mr. Kerns seconded and the motion passed unanimously.**
  3. **PUBLIC EXPRESSIONS**  
None.
  4. **RECOGNITIONS AND PRESENTATIONS**
    - A. **First Quarter 2018 Years of Service Awards**  
Ms. Williams read the names of the employees with 5, 10, 15, 20, 25, 30, 35 and 40 years of service. John Christiansen, Fixed Route Coach Operator, and Anita Teague, Paratransit Supervisor, have both served 30 years. Robert Niehenke, Fixed Route Vehicle Maintenance Lead, has served 35 years. Kevin Eaton, Fixed Route Coach Operator, has served 40 years. They all were present to be recognized and receive a pin. Also present was Dean Scott, Fixed Route Coach Operator, and Vern Mullett, Fixed Route Supervisor who have both served 25 years.

B. First Quarter Employee Recognition Awards

Ms. Williams read the names of those who won the employee recognition awards for the first quarter of 2018. This program was approved by the Board to acknowledge employees who go the extra mile in the course of their work.

5. BOARD ACTION – CONSENT AGENDA

**Mr. Grover moved to approve consent agenda items 5.A through D, Ms. Haley seconded and the motion passed unanimously:**

- A. Approve the minutes of the March 15, 2018 Board meeting.
- B. Approve the following vouchers and payroll for March, 2018:

<u>DESCRIPTION</u>	<u>VOUCHER/ACH NUMBERS</u>	<u>AMOUNT</u>
Accounts Payable Vouchers (March)	Nos. 596183 – 598078	\$ 4,035,486.47
Workers Comp Vouchers (March)	Nos. 221373 – 221585	\$ 97,191.75
Payroll 03/02/18	ACH – 03/02/18	\$ 1,154,576.39
Payroll 03/16/18	ACH – 03/16/18	\$ 1,618,823.49
Payroll 03/30/18	ACH – 03/30/18	\$ 1,203,713.06
WA State – DOR (Use Tax)	ACH – W0640	\$ .00
<b>MARCH TOTAL</b>		<b>\$ 8,109,791.16</b>

- C. Approved, by motion, the September 2018 Service Revisions as presented in the final recommendation effective September 16, 2018.
- D. Approved, by motion, the 2018 Mid-Range Guidance statements for inclusion in the 2018 Transit Development Plan.

6. BOARD ACTION – COMMITTEE RECOMMENDATIONS:

None.

7. BOARD ACTION – OTHER

None.

8. BOARD OPERATIONS COMMITTEE:

- A. Chair’s Report

None.

9. PLANNING & DEVELOPMENT COMMITTEE:

- A. Chair’s Report

None.

10. PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE:

- A. Chair’s Report

None.

11. CEO REPORT

None.

12. BOARD INFORMATION

- A. Committee Minutes
- B. February 2018 Financial Results Summary

- C. March 2018 Sales Tax Summary
- D. February 2018 Operating Indicators
- E. Annual Passenger Facilities Report
- F. Plaza Operations Study Overview
- G. May 2018 Service Change Summary
- H. 2018 Transit Development Plan: Major Activities (2018-2024)
- I. 2018 Van Grant Awardees

13. NEW BUSINESS

None.

14. BOARD MEMBERS' EXPRESSIONS

None.

15. EXECUTIVE SESSION

None.

16. ADJOURNED

With no further business to come before the Board, Acting Chair Mumm adjourned the meeting at 1:40 p.m.

Respectfully submitted,

Jan Watson  
Executive Assistant to the CEO  
& Clerk of the Authority

**Due to the short length of this meeting, it was not videoed or broadcast.  
Minutes of the meeting will be posted on STA's website.**

Next Committee Meetings (STA Conference Rooms, West Boone Avenue, Spokane, Washington):

Planning & Development	May 2, 2018, 10:00 a.m. (Southside) 1229 West Boone
Performance Monitoring & External Relations	May 2, 2018, 1:30 p.m. (Southside) 1229 West Boone
Board Operations	May 9, 2018, 1:30 p.m. (Northside) 1230 West Boone

Next Board Meeting: Thursday, May 17, 2018, 1:30 p.m., STA Boardroom, 1229 West Boone Avenue, Spokane, Washington.