

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

BOARD OPERATIONS COMMITTEE MEETING

Minutes of the September 7, 2022, Meeting

Via Webex Video Conference

MEMBERS PRESENT

Chris Grover, Small Cities Representative
(Airway Heights), *Chair*
Al French, Spokane County, *Planning &
Development Committee Chair*
E. Susan Meyer, Chief Executive Officer,
Ex Officio

MEMBERS ABSENT

Pamela Haley, City of Spokane Valley,
*Performance Monitoring & External
Relations Committee Chair*
Lori Kinnear, City of Spokane, *Chair Pro Tem*

STAFF PRESENT

Brandon Rapez-Betty, Chief Operations Officer
Carly Cortright, Chief Communications and
Customer Service Officer
Karl Otterstrom, Chief Planning and
Development Officer
Monique Liard, Chief Financial Officer
Nancy Williams, Chief Human Resources Officer
Dana Infalt, Clerk of the Authority
Amie Blain, Executive Assistant to the Chief
Financial Officer

PROVIDING LEGAL COUNSEL

Megan Clark, Etter, McMahon, Lamberson,
Van Wert & Oreskovich, P.C.

STAFF ABSENT

None

1. CALL TO ORDER AND ROLL CALL

Chair Grover called the meeting to order at 1:30 p.m. and conducted roll call.

2. APPROVE COMMITTEE AGENDA

Mr. French moved to approve the agenda as presented, Chair Grover seconded, and the motion passed unanimously.

3. CHAIR'S COMMENTS

Chair Grover mentioned he enjoyed last week's WSTA Conference, and he shared the positive feedback he received regarding STA.

4. COMMITTEE ACTION

a. July 13, 2022, Committee Minutes

Mr. French moved to approve the July 13, 2022, Committee meeting minutes as submitted, Chair Grover seconded, and the motion passed unanimously.

5. COMMITTEE CHAIR REPORTS

a. Al French, Chair, Planning & Development (P&D)

Mr. Otterstrom shared that the 5310 project updates, Title IV outreach efforts, and *DivisionConnects* Phase 2 updates were presented during the committee meeting.

b. Pam Haley, Chair, Performance Monitoring & External Relations (PMER)

Mr. Rapez-Betty shared that the On-Call Architectural and Engineering Consulting Services contract award, 2021 Fixed Route System Performance Report, 2nd Quarter 2022 Performance Measures, and Fare Collection System Update were presented during the committee meeting.

6. STRATEGIC PLANNING WORKSHOP UPDATE

Ms. Meyer noted the next Board Workshop will occur the same day as the next Board Meeting on September 15, from 11:30 a.m. to 1:15 p.m. The meeting will be in-person with a virtual option. The meeting purpose is to provide the Board with an update on STA's strategic planning efforts since the previous Board Workshop in July, request the Board to finalize the Vision Statement, and find concurrence on draft strategic plan goals and sample strategies. Chair Grover asked about the process and how it has been progressing. Ms. Meyer shared that STA has conducted listening sessions with riders and community organizations, such as the ARC of Spokane. The information gathered from those listening sessions will be included in the report at the Board Workshop next week. Ms. Meyer and Ms. Liard shared that STA has received almost 850 responses to the community survey, and a summary of those responses will also be shared at next week's meeting.

7. BOARD OF DIRECTORS AGENDA SEPTEMBER 15, 2022

Mr. French moved to approve the Board of Directors agenda as presented, Chair Grover seconded, and the motion passed unanimously.

8. BOARD OPERATIONS COMMITTEE DRAFT AGENDA OCTOBER 12, 2022

There were no questions or comments.

9. CEO REPORT

Ms. Meyer shared updates for the State Public Transportation Conference held at the Davenport Grand Hotel. STA staff hosted multiple sessions and provided tours of the Plaza, City Line, and Division Line. FTA Administrator Nuria Fernandez attended the event. The bus service for Spokane Public Schools successfully launched yesterday for the first day of school. The Spokane Public School District is providing students with zero fare summer passes for the month of September, to bridge the time between the current zero fare pass program and the Connect zero fare card program beginning October 1. Ms. Meyer presented the service changes initiated on Sunday, August 28. Subway has renewed its lease at the Plaza, with an opening date of October 1. The Rotunda and former Pizza Rita space is available. STA has an immediate opening for a Fixed Route Senior Manager position. The APTA TRANSform Conference is taking place October 9-13, and Board

members are invited to attend. The amendment to the Interlocal Agreement between STA and the Spokane Police Department will be presented to the Board in October. Chair Grover thanked Ms. Meyer and her team for their efforts, and he stated he is looking forward to the APTA conference in Seattle.

10. NEW BUSINESS

Ms. Kinnear joined the meeting at 1:45 p.m.

Ms. Kinnear stated that the City of Spokane will be voting on a camping ordinance that may impact the Plaza. The City is actively recruiting to fill the fifty vacant police officer positions.

11. ADJOURN

With no further business to come before the Committee, Chair Grover adjourned the meeting at 1:50 p.m.

Respectfully submitted,

Amie Blain

Amie Blain
Executive Assistant to the Chief Financial Officer