

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

BOARD OPERATIONS COMMITTEE MEETING

Wednesday, July 12, 2023
1:30 p.m. – 3:00 p.m.

Via Virtual Conference

Join Link: [Join Here](#)

Committee Member Password (if asked): 2023 | Guest Password (if asked): 0723

Call-in Number: 1-408-418-9388 | **Event/Access code:** 2487 990 9502 | **Password:** 2023

AGENDA

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Kinnear*)
3. Chair's Comments (*Kinnear*) (*5 minutes*)
4. Committee Action/Discussion (*5 minutes*)
 - A. Minutes of the June 7, 2023, Committee Meeting – Corrections/Approval
5. Committee Chair Reports (*10 minutes*)
 - A. Al French, Planning & Development
 - B. Pamela Haley, Performance Monitoring & External Relations
6. Board Attendance Review (*Meyer*) (*5 minutes*)
7. Draft Rules of Procedure (*Clark*) (*30 minutes*)
8. Designation & Appointment of STA Public Records Officer – Resolution (*Meyer*) (*5 minutes*)
9. Board of Directors Draft July 20, 2023, Meeting Agenda – Corrections/Approval (*Meyer*) (*5 minutes*)
10. Board Operations Committee Draft September 13, 2023, Meeting Agenda – Information (*Meyer*) (*5 minutes*)
11. CEO Report (*15 minutes*)
12. New Business
13. Adjourn

Next Committee Meeting: Wednesday, September 13, 2023, at 1:30 p.m. via virtual conference
(No August Meeting)

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 2 : APPROVE COMMITTEE AGENDA

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Lori Kinnear, Committee Chair

SUMMARY: At this time, the Board Operations Committee will review the meeting agenda.

RECOMMENDATION TO COMMITTEE: Approve agenda.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 3 : BOARD OPERATIONS COMMITTEE CHAIR'S COMMENTS

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Lori Kinnear, Committee Chair

SUMMARY: At this time, the Committee Chair will have an opportunity to comment on various topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 4A : MINUTES OF THE JUNE 7, 2023, COMMITTEE MEETING – CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Amie Blain, Executive Assistant to the Chief Financial Officer

SUMMARY: The June 7, 2023, meeting minutes are attached for your information and correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

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

BOARD OPERATIONS COMMITTEE MEETING

Draft Minutes of the June 7, 2023, Meeting

Via Webex Video Conference

MEMBERS PRESENT

Lori Kinnear, City of Spokane, *Chair*
Al French, Spokane County, *Chair Pro Tem, Planning & Development Committee Chair*
Pamela Haley, City of Spokane Valley
Performance Monitoring & External Relations Committee Chair
Dan Dunne, City of Liberty Lake
E. Susan Meyer, Chief Executive Officer,
Ex Officio

MEMBERS ABSENT

None

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 Kinnear 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, Mr. Dunne seconded, and the motion passed unanimously.

3. CHAIR'S COMMENTS

Chair Kinnear explained that the primary topic for discussion during the meeting will be the Rules of Procedure.

4. COMMITTEE ACTION

A. May 10, 2023, Committee Minutes

Mr. Dunne moved to approve the May 10, 2023, Committee meeting minutes as submitted, Mr. French seconded, and the motion passed unanimously.

Ms. Haley joined the meeting at 1:33 PM.

5. COMMITTEE CHAIR REPORTS

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

Mr. French and Mr. Otterstrom shared the items presented at the Planning and Development Committee meeting on May 31, 2023.

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

Ms. Haley and Mr. Rapez-Betty shared the items presented at the Performance Monitoring & External Relations Committee meeting on May 31, 2023.

6. INTERIM LEGAL COUNSEL SERVICES ONE YEAR EXTENSION: APPROVAL

Ms. Meyer shared the details regarding the contract extension proposal to extend legal counsel services with Etter McMahon for an additional year. Mr. French shared that he supports the extension and requested a breakdown of time spent by Board members utilizing Etter McMahon's legal services with a comparison to previous years. Ms. Meyer advised previous years' data is unavailable due to services being provided by a different firm. Ms. Clark with Etter McMahon provided an overview of her services to date with Board members. Mr. French and Ms. Clark clarified that the approximate 10 hours of time spent with Board members was not Board-directed. Mr. French explained the Board is the only entity allowed to provide direction to STA's legal counsel according to the contract terms and STA policies. Chair Kinnear inquired as to whether additional language regarding the Board approval for contractual services should be included within the revision of the Rules of Procedure. The Committee members discussed the management of legal counsel resources.

Ms. Haley moved to approve, by motion, a one-year term extension to the interim legal services contract and a \$200,000 increase to the maximum compensation limit of the contract with Etter, McMahon, Lamberson, VanWert & Oreskovich, P.C., Mr. Dunne seconded, and the motion passed unanimously.

7. RULES OF PROCEDURE

Ms. Clark shared the draft of the Rules of Procedure with the Committee. The Committee discussed the revisions being proposed.

8. STA BOARD RETREAT

Ms. Meyer requested guidance from and discussed with the Committee details regarding the progression of the Board Retreat next week. The Committee discussed the scheduling and agenda for the Board Retreat and agreed to invite a facilitator for the meeting.

9. BOARD OF DIRECTORS AGENDA JUNE 15, 2023

Ms. Meyer shared two additional items added to the agenda, 9Ai. TDP Discussion, and 8Ai. Retreat Summary.

Mr. Dunne moved to approve the Board of Directors agenda as amended, Ms. Haley seconded, and the motion passed unanimously.

10. BOARD OPERATIONS COMMITTEE DRAFT AGENDA JULY 12, 2023

There were no questions or comments.

11. CEO REPORT

Ms. Meyer deferred until the Board meeting.

12. NEW BUSINESS

There was no new business.

13. ADJOURN

With no further business to come before the Committee, Chair Kinnear adjourned the meeting at 3:14 p.m.

Respectfully submitted,

Amie Blain

Amie Blain
Executive Assistant to the Chief Financial Officer

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 5A : PLANNING & DEVELOPMENT COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Al French, Chair, Planning & Development

SUMMARY: At this time, the Committee Chair will review the July 5, 2023, and Draft September 6, 2023, Planning & Development Committee meeting agendas as part of the report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information and discussion.

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

PLANNING AND DEVELOPMENT COMMITTEE MEETING

Wednesday, July 5, 2023
10:00 a.m. – 11:30 a.m.

Committee Meeting is via Virtual Conference

w/In Person Public Viewing Option

Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA

Join Link: Join [here](#)

Committee Member Password (if asked): 2023 | Guest Password (if asked): 0723

Call-in Number: 1-408-418-9388 | Event/Access code: 2497 360 6858 | Password: 2023

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(5 minutes)*
 - A. Minutes of the May 31, 2023, Committee Meeting -- *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda - *none*
 - B. Board Discussion Agenda *(40 minutes)*
 1. 2024-2029 Transit Development Plan: Finalize and Approve (Resolution) *(Otterstrom)*
 2. City Line Project Savings (Resolution) *(Otterstrom)*
 3. Division Street Bus Rapid Transit: Project Development Phase Funding (Resolution) *(Otterstrom)*
5. Reports to Committee *(15 minutes)*
 - A. Connect Spokane: Phase 2 Update *(Otterstrom)*
 - B. Connect 2035: Phase 2 Overview *(Otterstrom)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information
8. Review September 6, 2023, Committee Meeting Agenda
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, September 6, 2023, at 10:00 a.m. via Webex *(No August Meeting)*

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

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1230 West Boone Avenue
Spokane, WA 99201-2686
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PLANNING AND DEVELOPMENT COMMITTEE MEETING

Wednesday, September 6, 2023
10:00 a.m. – 11:30 a.m.

Committee Meeting is via Virtual Conference

w/In Person Public Viewing Option

Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA

Join Link: [Join here](#)

Committee Member Password (if asked): 2023 | Guest Password (if asked): XXXX

Call-in Number: 1-408-418-9388 | Event/Access code: XXXX XXX XXXX | Password: 2023

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (5 minutes)
3. Committee Action (5 minutes)
 - A. Minutes of the July 5, 2023, Committee Meeting -- *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda - none
 - B. Board Discussion Agenda - none
5. Reports to Committee (60 minutes)
 - A. Federal Transit Administration Section 5310 Funding Opportunity (*Otterstrom*)
 - B. Connect 2035 Engagement Strategy (*Otterstrom*)
 - C. West Broadway Amendment Corridor Development Plan (*Otterstrom*)
 - D. Connect 2035 Phase 2 Update (*Otterstrom*)
6. CEO Report (*E. Susan Meyer*) (15 minutes)
7. Committee Information - none
8. Review October 4, 2023, Committee Meeting Agenda
9. New Business
10. Committee Members' Expressions (5 minutes)
11. Adjourn

Next Committee Meeting: Wednesday, October 4, 2023, at 10:00 a.m. via Webex

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 5B : PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE
CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Pamela Haley, Chair, Performance Monitoring & External Relations

SUMMARY: At this time, the Committee Chair will review the July 5, 2023, and Draft September 6, 2023, Performance Monitoring & External Relations Committee meeting agendas as part of the report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information and discussion.

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

PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, July 5, 2023

1:30 p.m. – 3:00 p.m.

Committee Meeting is via Virtual Conference

w/In Person Public Viewing Option

Spokane Transit, 1230 W Boone Avenue, Spokane, WA

Join Link: [STA JULY PMER MEETING](#)

Committee Member Password (if asked): 2023 | Guest Password (if asked): 0723

Call-in Number: 1-408-418-9388 | Event/Access code: 2489 390 0299 | Password: 2023

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(20 minutes)*
 - A. Minutes of the May 31, 2023, Committee Meeting -- *Corrections/Approval*
 - B. Citizen Advisory Committee Charter Review *(Cortright)*
 - C. Transit Vehicle Tire Lease Services Scope of Work *(Rapez-Betty)*
4. Committee Action *(10 minutes)*
 - A. Board Consent Agenda
 1. Plaza and Boone Janitorial Services Award of Contract *(Rapez-Betty)*
 - B. Board Discussion Agenda *(none)*
5. Reports to Committee *(10 min)*
 - A. July Service Change Outreach (Otterstrom/Cortright)
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information (no discussion/staff available for questions)
 - A. May 2023 Operating Indicators *(Rapez-Betty)*
 - B. June 2023 Sales Tax Revenue *(Liard)*
 - C. May 2023 Financial Results Summary *(Liard)*
8. Review September 6, 2023, Committee Meeting Agenda (No August Meeting) *(5 minutes)*
9. New Business *(5 minutes)*
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn
12. Next Committee Meeting: Wednesday, September 6, 2023, at 1:30 p.m. via WebEx w/In Person Option (No August Meeting)

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PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

September 6, 2023
1:30 p.m. – 3:00 p.m.

Committee Meeting is via Virtual Conference
w/In Person Viewing Option
Spokane Transit, 1230 W Boone Avenue, Spokane, WA

Join Link: [Insert Link Here](#)

Committee Member Password (if asked): 2023 | Guest Password (if asked): 0923

Call-in Number: 1-408-418-9388 | **Event/Access code:** XXXX | **Password:** 2023

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(10 minutes)*
 - A. Minutes of the July 5, 2023, Committee Meeting -- *Corrections/Approval*
4. Committee Action *(none)*
 - A. Board Consent Agenda *(none)*
 - B. Board Discussion Agenda *(none)*
5. Reports to Committee *(20 min)*
 - A. 2023 Van Grant Recipients Award *(Cortright)*
 - B. 2022 State Audit Exit Briefing *(Liard)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information (no discussion/staff available for questions)
 - A. July 2023 Operating Indicators *(Rapez-Betty)*
 - B. 2023 Second Quarter Performance Measures *(Rapez-Betty)*
 - C. August 2023 Sales Tax Revenue *(Liard)*
 - D. July 2023 Financial Results Summary *(Liard)*
 - E. June 2023 Semi-Annual Financial Reports *(Liard)*
 - F. 2nd Quarter 2023 Service Planning Input Report *(Otterstrom)*
8. Review October 4, 2023, Committee Meeting Agenda *(5 minutes)*
9. New Business *(5 minutes)*
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn
12. Next Committee Meeting: Wednesday, October 4, 2023, at 1:30 p.m. via WebEx w/In Person Option

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 6 : BOARD ATTENDANCE REVIEW – INFORMATION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: Board member attendance is tracked at both Board and Committee meetings. The attendance records from January 1, 2023, through June 30, 2023, will be presented at the meeting.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 7 : DRAFT RULES OF PROCEDURE

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Megan Clark, Legal Counsel

SUMMARY: The Spokane Transit Authority Rules of Procedure were last adopted by the Board at the December 16, 1993, Board meeting. Committee members have provided feedback and suggestions and the Board received a briefing at the Board Retreat June 14, 2023. All Board members were asked to provide feedback to Megan Clark after the Board Retreat and prior to Board Operations meeting July 12, 2023.

At this time, legal counsel will review the Draft Rules of Procedure based on feedback from Board Members, the Board Retreat, and the Board Operations Committee members.

RECOMMENDATION TO COMMITTEE: Review the updated Rules of Procedure and recommend the Board approve as presented.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 8 : DESIGNATION & APPOINTMENT OF STA PUBLIC RECORDS OFFICER –
RESOLUTION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: Pursuant to Chapter 42.56 of the Revised Code of Washington (RCW) requiring all local governments to designate specified individuals as the public records officers, the CEO appoints Carrie Koudelka as the STA Public Records Officer for Spokane Transit.

RECOMMENDATION TO COMMITTEE: Review and recommend the Board approve, by Resolution, the appointment of Carrie Koudelka as Public Records Officer for all records of Spokane Transit Authority.

RESOLUTION NO. _____

A RESOLUTION FOR THE PURPOSE OF APPOINTING AND DESIGNATING A PUBLIC RECORDS OFFICER FOR THE SPOKANE TRANSIT AUTHORITY AND OHER MATTERS PROPERLY RELATING THERETO.

SPOKANE TRANSIT AUTHORITY
Spokane County, Washington

BE IT RESOLVED BY THE SPOKANE TRANSIT AUTHORITY as follows:

WHEREAS, the Spokane Transit Authority (STA) is a municipal corporation operating and existing under and pursuant to the Constitution and the laws of the state of Washington, pursuant to RCW Title 36, Chapter 57.A, Public Transportation Benefit Area;

WHEREAS, the Legislature has enacted legislation requiring all local governments to designate specified individuals as the public records officers for purposes of receiving and responding to citizen requests for disclosure of public records in accordance with Chapter 42.56 RCW; and,

WHEREAS, the Board of Directors for the Spokane Transit Authority believes it is in the best interests of the Spokane Transit Authority to assist its citizens in exercising their rights under the Public Records Act, Chapter 42.56 RCW;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of STA as follows:

Section 1. The Public Records Officers of the Spokane Transit Authority for all records shall be the Public Records Manager, Carrie Koudelka, or in her absence, an alternate designated by the Chief Executive Officer.

Section 2. The STA Board of Directors hereby authorizes and instructs the Chief Executive Officer to take such further action and make such additional appointments as may be necessary to effect the purpose of this Resolution.

Section 3. This resolution shall take effect and be in force immediately upon passage.

Section 4. All prior resolutions inconsistent herewith are repealed.

Adopted by STA at a regular meeting thereof held on the 20th day of July 2023.

ATTEST:

SPOKANE TRANSIT AUTHORITY:

Dana Infalt
Clerk of the Authority

Lori Kinnear
Board Chair

Approved as to form:

Megan Clark
Legal Counsel

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 9 : BOARD OF DIRECTORS MEETING AGENDA JULY 20, 2023 –
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: The Board of Directors meeting agenda for July 20, 2023, is attached for the Committee's information, correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

12. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. June 2023 Sales Tax Revenue (*Monique Liard*)
 - C. May 2023 Financial Results Summary (*Monique Liard*)
 - D. May 2023 Operating Indicators (*Brandon Rapez-Betty*)
 - E. Connect Spokane: Phase 2 Update (*Karl Otterstrom*)
 - F. Connect 2035: Phase 2 Overview (*Karl Otterstrom*)
 - G. July Service Change Outreach (*Karl Otterstrom*)
13. New Business: *5 minutes*
14. Board Members' Expressions: *5 minutes*
15. Executive Session (*Etter McMahon*): (*none*)
16. Adjourn

Cable 5 Broadcast Dates and Times of July 20, 2023, Board Meeting:

Saturday, July 22, 2023	4:00 p.m.
Monday, July 24, 2023	10:00 a.m.
Tuesday, July 25, 2023	8:00 p.m.

Next Committee Meetings - Wednesday:

Planning & Development	September 6, 2023, 10:00 a.m.
Performance Monitoring & External Relations	September 6, 2023, 1:30 p.m.
Board Operations	September 13, 2023, 1:30 p.m.

Next Board Meeting :

Thursday, September 21, 2023, 1:30 p.m. STA Boardroom, 1230 West Boone Avenue, Spokane, Washington (*a virtual joining option will be available*)

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting on STA's website: www.spokanetransit.com. A video of the Board meeting may be viewed on the website the week after the meeting. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Anyone wishing to address the Board of Directors on a specific subject at a Board meeting may do so by submitting written comments to the STA Chair of the Board (1230 West Boone Avenue, Spokane, WA 99201-2686) 24 hours prior to the Board meeting. Mail addressed to the Board of Directors will be distributed by STA at its next meeting. Mail addressed to a named Board Member will be forwarded to the Board Member, unopened. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 10 : BOARD OPERATIONS COMMITTEE DRAFT SEPTEMBER 13, 2023,
MEETING AGENDA – INFORMATION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: The draft Board Operations Committee meeting agenda for September 13, 2023, is attached for your information.

RECOMMENDATION TO COMMITTEE: For information and discussion.

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BOARD OPERATIONS COMMITTEE MEETING

Wednesday, September 13, 2023
1:30 p.m. – 3:00 p.m.

Via Virtual Conference

Join Link: Join Here

Committee Member Password (if asked): 2023 | Guest Password (if asked): 0923

Call-in Number: 1-408-418-9388 | Event/Access code: XXXX XXX XXXX | Password: 2023

DRAFT AGENDA

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Kinnear*)
3. Chair's Comments (*Kinnear*) (*5 minutes*)
4. Committee Action/Discussion (*5 minutes*)
 - A. Minutes of the July 12, 2023, Committee Meeting – Corrections/Approval
5. Committee Chair Reports (*10 minutes*)
 - A. Al French, Planning & Development
 - B. Pamela Haley, Performance Monitoring & External Relations
6. City Line Steering Member Recognition Resolution (*Otterstrom*) (*5 minutes*)
7. Board of Directors Draft September 21, 2023, Meeting Agenda – Corrections/Approval (*Meyer*) (*5 minutes*)
8. Board Operations Committee Draft October 11, 2023, Meeting Agenda – Information (*Meyer*) (*5 minutes*)
9. CEO Report (*15 minutes*)
10. New Business
11. Adjourn

Next Committee Meeting: Wednesday, October 11, 2023, at 1:30 p.m. via virtual conference

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 11 : CEO REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: At this time, the CEO will have an opportunity to comment on various topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 12, 2023

AGENDA ITEM 12 : NEW BUSINESS

REFERRAL COMMITTEE: n/a

SUBMITTED BY: n/a

SUMMARY: At this time, the Committee will have the opportunity to initiate discussion regarding new business relating to Board Operations.

RECOMMENDATION TO COMMITTEE: Information only.