

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

BOARD OPERATIONS COMMITTEE MEETING

Wednesday, October 11, 2023

1:30 p.m. – 3:00 p.m.

Meeting via Virtual Conference

w/In Person Public Viewing Option

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

Virtual Link:	Join here		
Password:	Members: 2023		Guests: 1023
Call-in Number:	1-408-418-9388		Event #: 2498 298 5159

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 September 13, 2023, Committee Meeting – Corrections/Approval
5. Committee Chair Reports (*10 minutes*)
 - A. Al French, Planning & Development
 - B. Pamela Haley, Performance Monitoring & External Relations
6. Draft Rules of Procedure (*Meyer*) (*15 minutes*)
7. Board of Directors Draft October 19, 2023, Meeting Agenda – Corrections/Approval (*Meyer*) (*5 minutes*)
8. Board Operations Committee Draft November 8, 2023, Meeting Agenda – Information (*Meyer*) (*5 minutes*)
9. CEO Report (*15 minutes*)
10. New Business
11. Adjourn

Next Committee Meeting: Wednesday, November 8, 2023, at 1:30 p.m. via virtual conference

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

October 11, 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

October 11, 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

October 11, 2023

AGENDA ITEM 4A : MINUTES OF THE SEPTEMBER 13, 2023, COMMITTEE MEETING –
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: n/a

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

SUMMARY: The September 13, 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 September 13, 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, Small Cities Representative (Liberty Lake)
E. Susan Meyer, Chief Executive Officer, *Ex Officio*

STAFF PRESENT

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

MEMBERS ABSENT

None

PROVIDING LEGAL COUNSEL

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

STAFF ABSENT

Monique Liard, Chief Financial Officer

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 requested to add item "8A: Executive Session" to the agenda.

Mr. French moved to approve the agenda as amended, Ms. Haley seconded, and the motion passed unanimously.

3. CHAIR'S COMMENTS

Prior to the meeting Chair Kinnear and Ms. Meyer discussed a prospective agenda item for a Low-Income Fare. Chair Kinnear generally discussed the upcoming process of STA's Comprehensive Plan review, and noted until that review process happens, any discussion of pieces of the Comprehensive Plan should not be done independently. Mr. French noted the Comprehensive Plan work plan for

this year and next year will include a discussion related to fares next year. Mr. French also noted the various elements and considerations to be taken into account during the future fare discussion.

4. COMMITTEE ACTION

A. July 12, 2023, Committee Minutes

Mr. French moved to approve the July 12, 2023, Committee meeting minutes as submitted, Ms. Haley seconded, and the motion passed unanimously.

5. COMMITTEE CHAIR REPORTS

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

Mr. French shared the items presented at the Planning and Development Committee meeting on September 6, 2023.

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

Ms. Haley shared the items presented at the Performance Monitoring & External Relations Committee meeting on September 6, 2023. One item presented to the PMER Committee was a discussion of the 2022 Employee Engagement survey. Mr. French inquired why the 2022 Employee Engagement survey was brought before the PMER Committee instead of the Board Operations Committee. Ms. Haley and Ms. Meyer explained Councilmember Wilkerson and Councilmember Zappone requested that item be added to the Performance Monitoring & External Relations Committee agenda. Ms. Meyer explained the survey is a tool for management, but there is an agenda item on the same topic at this meeting. Mr. French expressed concern about expanding a committee's scope and requesting items out of proper order, and Board or committee members are improperly directing staff and resources. Discussion ensued. Ms. Meyer noted Agenda Item #8 will address the 2022 Employee Engagement survey and the tie vote at the PMER Committee.

6. CITY LINE STEERING COMMITTEE MEMBER RECOGNITION

Mr. Otterstrom recognized the members of the City Line Steering Committee for their service throughout the development of the City Line project. A Certificate of Recognition signed by STA's CEO, E. Susan Meyer, and Board of Directors Chair, Council President Lori Kinnear, will be provided to each committee member. Mr. Dunne shared his appreciation for this recognition of committee members.

Mr. French moved to recommend the Board formally recognize, by resolution, the outstanding service made by members of the Central City Line Steering Committee, Ms. Haley seconded, and the motion passed unanimously.

7. DRAFT RULES OF PROCEDURE: APPROVAL

Ms. Clark shared the draft of the Rules of Procedure with the Committee. The Committee discussed the revisions being proposed. Mr. French suggested allowing Ms. Clark to present the Draft Rules of Procedure and the associated changes contained in the current red-lined version at the Board meeting on September 21, 2023. Discussion about options to move forward in September or October ensued. Ms. Clark discussed a red-lined copy of the Draft Rules of Procedure with changes occurring since the Board Workshop in June 2023 to the Board at the September Board meeting.

The red-lined version and a clean version will be available to the Board members after the Board meeting.

Ms. Haley moved to recommend the Board Operations Committee approve the Draft Rules of Procedure as presented to the Board, Mr. French seconded, and the motion passed unanimously.

8. 2022 EMPLOYEE ENGAGEMENT SURVEY RESULTS

Dr. Cortright presented the same 2022 Engagement Survey results to the committee that was presented to the PMER Committee. Discussion ensued surrounding the purpose of the employee engagement survey as a management tool, and the confidentiality of the employee's surveys. The Committee discussed the committee discussion that occurred at the Performance Monitoring & External Relations Committee on September 6, 2023. Mr. Dunne stated he supports making the results of the 2022 Employee Engagement Survey available for the Board without additional historical results. Mr. French stated that purpose of the Board is to set policies that are in the best interest of the public and a historical perspective regarding the unions and the agency. Chair Kinnear noted that the survey does not provide useful information for the Board, and it is a good tool for management.

Mr. French moved that the employee engagement survey is a management tool to be used by the CEO and management, and the management of the organization, and it should be left in the purview of the CEO to be used in a matter that promotes the best interest of the organization, and not to be considered by the Board, Ms. Haley seconded. Discussion ensued. Mr. French, Ms. Haley, and Chair Kinnear voted Yes, Mr. Dunne voted No, and the motion passed.

9. BOARD OF DIRECTORS AGENDA SEPTEMBER 21, 2023

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

10. BOARD OPERATIONS COMMITTEE DRAFT AGENDA OCTOBER 11, 2023

There were no questions or comments.

11. CEO REPORT

Ms. Meyer shared details regarding the August 2023 voter-approved Sales Tax revenues. Ms. Meyer presented the City Line Preliminary Ridership Update.

12. NEW BUSINESS

There was no new business.

13. EXECUTIVE SESSION (*Etter, McMahon, Lamberson, Van Wert & Oreskovich, P.C.*)

At 2:55 p.m., the Chair advised the meeting would adjourn at the end of the Executive Session which was being called. There would be no action taken as a result of the Executive Session. Pursuant to RCW 42.30.110 (1)(g), at this time, the STA Board Operations Committee adjourned to an executive session for the purpose of:

1. To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee

Ms. Clark advised the Executive Session would be approximately 20 minutes. After 20 minutes, staff were advised the committee members would be an additional 20 minutes. The regular Board Operations meeting resumed at 3:34 p.m. with no action and the meeting was adjourned as previously stated.

Respectfully submitted,

Amie Blain

Amie Blain
Executive Assistant to the Chief Financial Officer

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 11, 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 October 4, 2023, and Draft November 1, 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, October 4, 2023

10:00 a.m. – 11:30 a.m.

Meeting via Virtual Conference

w/In Person Public Viewing Option

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

Virtual Link:	Join here		
Password:	Members: 2023		Guests: 1023
Call-in Number:	1-408-418-9388		Event #: 2495 930 7615

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(5 minutes)*
 - A. Minutes of the September 6, 2023, Committee Meeting -- *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda *(20 minutes)*
 1. Division Street Bus Rapid Transit: Work Order #3 Approval *(Otterstrom)*
 2. Federal Transit Administration Section 5310 Funding Opportunity and Local Match Approval *(Otterstrom)*
 - B. Board Discussion Agenda *(10 minutes)*
 1. Connect 2035 Strategic Plan: Engagement Strategy Approval *(Otterstrom)*
5. Reports to Committee *(30 minutes)*
 - A. Draft 2024 Budget *(Liard)*
 - B. Connect Spokane Comprehensive Plan: Communications and Public Input and Title VI *(Otterstrom)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information
8. Review November 1, 2023, Committee Meeting Agenda
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, November 1, 2023, at 10:00 a.m. in person

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

PLANNING AND DEVELOPMENT COMMITTEE MEETING

Wednesday, November 1, 2023

10:00 a.m. – 11:30 a.m.

Meeting In Person at Spokane Transit Authority
Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA
w/Virtual Public Viewing Option

Virtual Link:	Join here		
Password:	Members: 2023		Guests: 1123
Call-in Number:	1-408-418-9388		Event #: xxxx xxx xxxx

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*5 minutes*)
 - A. Minutes of the October 4, 2023, Committee Meeting -- *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda -- *none*
 - B. Board Discussion Agenda - *none*
5. Reports to Committee (*50 minutes*)
 - A. Proposed 2024 Budget (*Liard*)
 - B. Connect Spokane Comprehensive Plan: Communications and Public Input and Title VI (*Otterstrom*)
 - C. Connect 2035 Strategic Plan Update (*Otterstrom*)
 - D. Draft 2024 Planning and Development Committee Work Program (*Otterstrom*)
6. CEO Report (*E. Susan Meyer*) (*15 minutes*)
7. Committee Information
8. Review December 6, 2023, Committee Meeting Agenda
9. New Business
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn

Next Committee Meeting: Wednesday, December 6, 2023, at 10:00 a.m. via Webex

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 11, 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 October 4, 2023, and Draft November 1, 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, October 4, 2023

1:30 p.m. – 3:00 p.m.

Meeting via Virtual Conference

w/In Person Public Viewing Option

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

Virtual Link:	Join Here		
Password:	Members: 2023		Guests: 1023
Call-in Number:	1-408-418-9388		Event #: 2487 975 0814

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(10 minutes)*
 - A. Minutes of the September 6, 2023, Committee Meeting -- *Corrections/Approval*
 - B. Fleck Fuel Facility Replacement: Scope of Work Approval (Rapez-Betty)
4. Committee Action *(10 minutes)*
 - A. Board Consent Agenda
 1. Transit Vehicle Tire Lease Services Award of Contract *(Rapez-Betty)*
 2. Fare Collection System Update and Request for New Contract *(Liard)*
 - B. Board Discussion Agenda *(none)*
5. Reports to Committee *(10 min)*
 - A. 2024 Service Revisions: Preliminary Proposal *(Otterstrom)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information (no discussion/staff available for questions)
 - A. August 2023 Operating Indicators *(Rapez-Betty)*
 - B. August 2023 Financial Results Summary *(Liard)*
 - C. September 2023 Sales Tax Revenue *(Liard)*
8. Review November 1, 2023, Committee Meeting Agenda *(5 minutes)*
9. New Business *(5 minutes)*
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn
12. Next Committee Meeting: Wednesday, November 1, 2023, at 1:30 p.m. via WebEx w/In Person Option

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

PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, November 1, 2023

1:30 p.m. – 3:00 p.m.

Meeting In Person at Spokane Transit Authority
Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA
w/Virtual Public Viewing Option

Optional Virtual Link:	Join here		
Password:	Members: 2023		Guests: 1123
Call-in Number:	1-408-418-9388		Event #: xxxx xxx xxxx

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(10 minutes)*
 - A. Minutes of the October 4, 2023, Committee Meeting -- *Corrections/Approval*
 - B. Plaza Facility Engineering Services: Scope of Work Approval *(Rapez-Betty)*
4. Committee Action
 - A. Board Consent Agenda *(none)*
 - B. Board Discussion Agenda *(none)*
5. Reports to Committee *(10 min)*
 - A. 2023 Third Quarter Performance Measures *(Rapez-Betty)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information (no discussion/staff available for questions)
 - A. September 2023 Operating Indicators *(Rapez-Betty)*
 - B. September 2023 Financial Results Summary *(Liard)*
 - C. October 2023 Sales Tax Revenue *(Liard)*
 - D. Third Quarter 2023 Service Planning Input Report *(Otterstrom)*
 - E. STA Holiday Services & Office Hours *(Infalt)*
8. Review December 6, 2023, Committee Meeting Agenda *(5 minutes)*
9. New Business *(5 minutes)*
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn
12. Next Committee Meeting: Wednesday, December 6, 2023, at 1:30 p.m. via WebEx w/In Person Option

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

October 11, 2023

AGENDA ITEM 6 : DRAFT RULES OF PROCEDURE

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer
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 provided feedback and suggestions beginning in April 2023, and the Board reviewed the draft Rules, and provided feedback and suggestions at the Board Workshop on June 14, 2023.

Board members provided feedback and suggestions to Megan Clark after the Board Retreat and prior to Board Operations meeting July 12, 2023. Legal counsel reviewed the Draft Rules of Procedure based on feedback from Board Members, the Board Retreat, and the Board Operations Committee.

At the September 13, 2023, Board Operations Committee meeting, the committee recommended the Board review and approve the Draft Rules of Procedure. However, at the September Board meeting, the Board voted to make a few final edits and have staff and legal counsel present for approval at the October 19, 2023, Board Operations Committee for an additional recommendation.

At this time, Legal Council will review the final edits and updates to the Draft Rules of Procedure.

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

COMMITTEE ACTION:

BOARD RECOMMENDATION:

FINAL REVIEW FOR BOARD BY:

Division Head // Chief Executive Officer _____ Legal Counsel _____

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 11, 2023

AGENDA ITEM 7 : BOARD OF DIRECTORS MEETING AGENDA OCTOBER 19, 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 October 19, 2023, is attached for the Committee's information, correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

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

BOARD MEETING

Thursday, October 19, 2023
1:30 – 3:00 p.m.

STA Boardroom
1230 West Boone Avenue, Spokane, WA

Optional Virtual Link: [Join here](#)

Password: Board Members: 2023 Guests: 1023
Call in Number: 1-408-418-9388 Event #: 2484 813 5285

DRAFT AGENDA

1. Call to Order and Roll Call
2. Approve Board Agenda (*Lori Kinnear*)
3. Public Expressions
4. Recognitions and Presentations: *10 minutes*
 - A. 3rd Quarter Years of Service (*Nancy Williams*)
 - B. 3rd Quarter Employee Recognition (*Nancy Williams*)
5. Board Action - Consent Agenda: *5 minutes*
 - A. Minutes of the September 21, 2023, Board Meeting – Corrections/Approval
 - B. Approval of the September 2023 Vouchers (*Monique Liard*)
 - C. Kruger Sheet Metal: Final Acceptance (*Karl Otterstrom*)
 - D. Sunroom Tenant Improvements: Final Acceptance (*Brandon Rapez-Betty*)
 - E. Division Street Bus Rapid Transit: Workorder #3 Approval (*Karl Otterstrom*)
 - F. Fare Collection System Contract Closeout and New Master Contract for Enhancements (*Monique Liard*)
 - G. Transit Vehicle Tire Lease Services Award of Contract (*Brandon Rapez-Betty*)
6. Board Action – Committee Recommendation: *15 minutes*
 - A. Draft Rules of Procedure: Approval (*Megan Clark*)
 - B. Connect 2035 Strategic Plan: Engagement Strategy Approval (*Karl Otterstrom*)
7. Board Report: *10 minutes*
 - A. Draft 2024 Budget (*Monique Liard*)
8. Board Operations Committee: *5 minutes*
 - A. Chair Report (*Lori Kinnear*)
9. Planning & Development Committee: *5 minutes*
 - A. Chair Report (*Al French*)

STA Board Meeting Agenda

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10. Performance Monitoring & External Relations Committee: *5 minutes*
 - A. Chair Report (*Pam Haley*)
11. CEO Report: *15 minutes*
12. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. September 2023 Sales Tax Revenue (*Monique Liard*)
 - C. August 2023 Financial Results Summary (*Monique Liard*)
 - D. 2024 Service Revisions: Preliminary Proposal (*Karl Otterstrom*)
 - E. August 2023 Operating Indicators (*Brandon Rapez-Betty*)
 - F. Connect Spokane Comprehensive Plan: Communications & Public Input & Title VI (*Karl Otterstrom*)
 - G. Federal Transit Administration Section 5310 Funding Opportunity (*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 October 19, 2023, Board Meeting:

Saturday, October 21, 2023	4:00 p.m.
Monday, October 23, 2023	10:00 a.m.
Tuesday, October 24, 2023	8:00 p.m.

Next Committee Meetings / STA Board Workshop - Wednesday:

Planning & Development	November 1, 2023, 10:00 a.m.
Performance Monitoring & External Relations	November 1, 2023, 1:30 p.m.
STA Board Workshop	November 1, 2023, 11:30 am
Board Operations	November 8, 2023, 1:30 p.m.

Next Board Meeting :

Thursday, November 16, 2023, 1:30 p.m. STA Boardroom, 1230 West Boone Avenue, Spokane, Washington (*a virtual joining option will be available*)

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 11, 2023

AGENDA ITEM 8 : BOARD OPERATIONS COMMITTEE DRAFT OCTOBER 11, 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 October 11, 2023, is attached for your information.

RECOMMENDATION TO COMMITTEE: For information and discussion.

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

BOARD OPERATIONS COMMITTEE MEETING

Wednesday, November 8, 2023

1:30 p.m. – 3:00 p.m.

Meeting via Virtual Conference

w/In Person Public Viewing Option

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

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 - A. Al French, Planning & Development
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6. Board of Directors Draft November 16, 2023, Meeting Agenda – Corrections/Approval (*Meyer*) (*5 minutes*)
7. Board Operations Committee Draft December 13, 2023, Meeting Agenda – Information (*Meyer*) (*5 minutes*)
8. CEO Report (*15 minutes*)
9. New Business
10. Adjourn

Next Committee Meeting: Wednesday, December 13, 2023, at 1:30 p.m. via virtual conference

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

October 11, 2023

AGENDA ITEM 9 : 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

October 11, 2023

AGENDA ITEM 10 : 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.