

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

## **BOARD OPERATIONS COMMITTEE MEETING**

Minutes of the June 12, 2024, Meeting

**Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA**  
*w/ Virtual Public Viewing Option*

### **MEMBERS PRESENT**

Al French, Spokane County, *Chair*  
Pamela Haley, City of Spokane Valley,  
*Chair Pro Tem, Planning & Development*  
*Committee Chair*  
Josh Kerns, Spokane County,  
*Performance Monitoring & External*  
*Relations Committee Chair, Non-Voting*  
Dan Dunne, Small Cities Representative  
(Liberty Lake)  
Zack Zappone, City of Spokane  
E. Susan Meyer, Chief Executive Officer,  
*Ex Officio*

### **STAFF PRESENT**

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

### **PROVIDING LEGAL COUNSEL**

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

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

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

### **2. APPROVE COMMITTEE AGENDA**

***Ms. Haley moved to approve the agenda, Mr. Zappone seconded, and the motion passed unanimously.***

### **3. CHAIR'S COMMENTS**

None

#### **4. COMMITTEE ACTION**

##### **A. May 8, 2024, Committee Minutes**

*Ms. Haley moved to approve the May 8, 2024, committee meeting minutes as submitted, Mr. Zappone seconded, and the motion passed unanimously.*

##### **B. May 22, 2024, Committee Minutes**

*Ms. Haley moved to approve the May 22, 2024, committee special meeting minutes as submitted, Mr. Zappone seconded, and the motion passed unanimously.*

#### **5. COMMITTEE ACTION**

##### **A. Legal Counsel Services Contract Extension: Approval**

*Mr. Zappone moved to recommend the Board approve the extension of Legal Services contract with Etter, McMahon, Lamberson, VanWert & Oreskovich (EMLVO) from August 11, 2024, through September 30, 2024, with an increase in maximum compensation of \$35,000. Mr. Dunne seconded, and the motion passed unanimously.*

#### **6. COMMITTEE CHAIR REPORTS**

##### **A. Pam Haley, Chair, Planning & Development (P&D)**

Ms. Haley shared the items presented at the Planning and Development Committee meeting on June 5, 2024.

##### **B. Josh Kerns, Chair, Performance Monitoring & External Relations (PMER)**

Mr. Kerns shared the items presented at the Performance Monitoring & External Relations Committee meeting on June 5, 2024.

#### **7. BUS STOP SITE IMPROVEMENTS PROPERTY ACQUISITION (RESOLUTION)**

Mr. Otterstrom presented the Bus Stop Site Improvements Property Acquisition to the Committee.

*Ms. Haley moved to recommend the Board authorize, by resolution, the Chief Executive Officer to negotiate and execute all documents necessary to purchase any necessary property interests in connection with bus stop site improvements for the projects identified therein for parcels where the purchase price does not exceed \$25,000 per parcel. Mr. Zappone seconded, and the motion passed unanimously.*

#### **8. REVIEW CEO PERFORMANCE OBJECTIVES**

Ms. Meyer shared the priorities and measurable CEO objectives from 2021, and the Committee discussed.

#### **9. BOARD OF DIRECTORS AGENDA JUNE 20, 2024**

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

#### **10. BOARD OPERATIONS COMMITTEE DRAFT AGENDA JULY 17, 2024**

There were no questions or comments.

### **11. CEO REPORT**

Ms. Meyer shared the May 2024 voter-approved sales tax revenues representing March 2024 sales.

### **12. NEW BUSINESS**

Mr. Zappone opened a discussion about the Open Public Meetings Act (OPMA) and how STA Board member roles are impacted by the OPMA. Ms. Clark explained the application of the OPMA can vary depending upon the situation, and she will speak with the attorney for the City of Spokane to discuss Council Member concerns further.

Chair French commented that the Committee should consider having a discussion with the Board regarding whether the agency should be split if varying priorities within the communities served by STA continue to be in conflict. He made it clear he was not in favor of a split but believed it was important to consider options.

### **13. ADJOURN**

Chair French adjourned the meeting at 2:33 p.m.

Respectfully submitted,

*Amie Blain*

Amie Blain  
Executive Assistant to the Chief Financial Officer