

Spokane Transit Authority
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CITIZEN ADVISORY COMMITTEE

Minutes of the January 11, 2006, Meeting
Spokane Transit Authority, Northside Conference Room
1230 W. Boone Ave., Spokane, Washington

MEMBERS PRESENT

Robert Faltermeyer, Chair
Barbara Bumann
Margaret Jones
Dean Lynch
Brenda Smits
Kathleen Stevens
David Swalling
Fred Van Guilder

STAFF PRESENT

E. Susan Meyer, CEO
Jim Plaster, Director of Finance & Administration
Susan Millbank, Community Ombudsman
Molly Myers, Communications Manager
Molly Russell, Budget & Accounting Manager
Lesley Sutton, Executive Assistant

MEMBERS ABSENT

Maria Bradford
Sean Hoagland
Erik Llewellyn
Joe Madsen

PUBLIC

None

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was brought to order by Chairman, Bob Faltermeyer, at 5:05 p.m. Introductions were made.

Mr. Lynch arrived at 5:08 p.m.

2. GENERAL BUSINESS

Minutes of November 9, 2005

Mr. Faltermeyer asked the Committee to address the meeting minutes of November 9, 2005. **Mr. Swalling moved to approve the minutes of November 9, 2005. It was seconded and the motion passed unanimously.**

a) News Articles

Ms. Meyer reviewed the news articles that appeared in *The Spokesman-Review* newspaper in December and January. Questions were addressed regarding the news articles titled, "Mistake may cost more than \$1 Million", "STA Fixes Social Security Slip", and "Cold reality faces smokers at 25 feet."

c) Citizen Expressions

None. No members of the public were present.

d) Committee Member Expressions

Ms. Jones reported that Mr. Traver gave a presentation at a meeting she attended and has received positive feedback from those who attended the meeting. She expressed her gratitude for his willingness to come and speak to their group. She also reported that she was able to provide helpful information to the president of the LDS Temple to extend bus service out to the temple off of Highway 27. They have been working through the traffic council to have that designated area become part of the PTBA.

Mr. Lynch expressed his frustration of not being alerted ahead of time about the Social Security issue before it came out in the newspaper. Ms. Meyer responded that this issue was handled as confidential at the request of

the attorneys because this was litigation. However, she wanted to tell the employees before it was printed in the newspaper so that they would be alerted. Past board members and CEOs were also notified because the issue was during the time they were employed at Spokane Transit. Ms. Meyer indicated that this Committee should have also been notified about this, but it was not thought of at the time and apologized for that. It was also noted that sending emails regarding confidential matters become public record at that point so precautions should be taken to protect confidentiality.

3. DRAFT 2006 LEGISLATIVE FOCUS AND PRIORITIES

Ms. Millbank reported on the Draft 2006 legislative focus and priorities. The government relations legislative consultant, Kathleen Collins, works in Olympia and looks at specific issues that may be of interest to Spokane Transit. Spokane Transit is interested in issues such as transportation, environmental issues, clean air issues, fuel or alternative fuel issues, and business issues. The local lobbyist will meet once or twice during session and works closely with Spokane Transit to assist each other. If there is a specific piece of legislation that needs specific attention where the Board would need to take a particular stand, then that would go to the Board for approval. Otherwise, Spokane Transit is supportive or non-supportive based on a broad agenda. The 2006 legislative agenda will be presented to the Board at its next meeting. Mr. Lynch added that there is legislation going forward that will encourage alternative fuels to be developed in the state of Washington.

A discussion ensued on the Family Medical Leave Act currently proposed in the 2006 legislative priorities.

Mr. Lynch made two suggestions to correct a small typographic error on page 2 to “use of bio-diesel”, in the Draft 2006 Legislative Priorities and Focus document. He also stated that it would be beneficial to Spokane Transit to acknowledge some interest in supporting local production of bio-diesel rather than to assume it isn’t going to happen. Mr. Faltermeyer was in agreement with Mr. Lynch’s suggestions. **Ms. Millbank recommended that these suggestions be brought forward by this Committee to the Board. The Committee agreed by consensus.**

4. CITIZEN ADVISORY COMMITTEE – NEXT STEPS

Mr. Faltermeyer met with staff about what next steps this Committee should take. The Board will consider whether or not to extend the Citizen Advisory Committee as a pilot project for an additional six months at its next meeting. He directed the Committee’s attention to the Draft Resolution that will be proposed to the Board at its next meeting and asked for feedback. After some discussion, he asked the Committee what they felt the next steps would be now that they have a good foundation of the operations, in-depth analysis of the strategic plans, the fiscal pictures, etc., of Spokane Transit.

Mr. Faltermeyer added that the original intent of this Committee was to provide policy input to the Board. The critical issue is how the Board would use this group and what would they like in terms of feedback from this Committee. Mr. Sayrs stated that though he could not speak for all of the board, he could say that the intention for this Committee was to be a conduit between the public and the Board to bring citizen issues to staff’s attention in order to let them know what issues have surfaced and to allow research and discussion at that level. If there was something that could be done to make Spokane Transit more responsive to the needs of the community, then it could go to the Board and they could take action on it. This Committee is the agency’s representation of the citizens in the Spokane region. Issues brought to the Board should be in a policy format. There was discussion about how to fit individual concerns into a policy format. Mr. Sayrs gave the example of the cost of the sign for the South Hill Park and Ride. From a policy level, the Committee should determine how you make the site less expensive, and not focus on an individual element like a sign.

Ms. Millbank noted that it might be more effective to select projects that will be coming up on future board agendas such as the Transit Development Plan (TDP). This would be a project that the Board would need input on, but rather than trying to present something on a monthly basis to the Board, do so on an as needed

basis. Ms. Myers added that other citizen advisory groups focus on more specific and narrow scopes of work. Mr. Sayrs pointed out that this Committee should decide what topics it will be addressing and what it is the community is feeling about Spokane Transit.

More discussion ensued on the Draft Resolution. The Committee felt there should be some dialogue with the Board members so as to better clarify the vision for this Committee. Based on experiences on other advisory boards, some members felt that this group should bring issues to the Board, but it also would work well to have the Board delegate issues to this citizen group. There was concern that the Draft Resolution was drafted by staff and not by the Committee, and could have been worked on together as a group. Ms. Jones said that Channel 7 television broadcasts local community service projects. The group was enthusiastic about this idea. The Committee identified that they are at a transition point and are beginning to form their own identity.

It was suggested that something be added to Section 4 of the Draft Resolution indicating that the Board of Directors will do "part of the work" to avoid the perception that this Committee is defining its own purpose. Ms. Millbank recommended that whatever wording is desired be brought forward as part of the Committee's recommendation to the Board. Mr. Lynch suggested that this Committee request a list of topics they would like this group to consider from the Board separate from the Draft Resolution. **Mr. Lynch moved that staff request a list of topics that the Board would be interested in the Citizen Advisory Committee pursuing at the next Board Study Session. After some discussion, it was seconded and the motion passed unanimously.** Mr. Faltermeyer recommended that he coordinate with staff as to how the Committee could present their request to the Board Study Session rather than staff. Ms. Meyer indicated that she would make a way for them to present in a compressed fashion in order to allow enough time for the members to get through the entire agenda. It was recommended that the Draft Resolution be presented at the next Board meeting as written and work with the other noted concerns after the Committee timeline has been extended. Mr. Sayrs encouraged the Committee to stay during the break between the Board Study Session and the Board meeting and introduce themselves to the Board.

A discussion ensued on the purpose of the charter for this Committee. It was suggested that the Committee take a closer look at the charter and propose any changes that might need to be made as this Committee evolves. **Mr. Faltermeyer asked that the charter be reviewed and place on the agenda for the next meeting.**

Ms. Meyer shared that staff are working on their priorities for 2006 and have distributed the priorities. Each department is now adding in their project and work plans. This will be a working document that helps guide staff's efforts for the year around four basic priority areas that include safety, community trust, customer service, and employee and organizational development. Inside of those areas are the performance measurements and what the goals are. At the February Board meeting, staff will present the results of the 2005 measurable objectives that were set in 2005 and lay out the plan for 2006. There are several notable projects including a comprehensive 20-year planning project this year. A consultant will be procured to help lead staff through it. Community participation will be core to the final product being built correctly and then accepted by the community. It includes the way service is provided in terms of the operational configuration, and will also include a facility and land acquisition component to name a few. The last time a comprehensive plan was developed was in 1988. She stated that it is a perfect time for this organization to set its course for the future and build the 2008 ballot measure on that. It is important to present a vision for the future while proving Spokane Transit is trustworthy along the way.

A draft working copy of this document will be sent to the committee. Next month's agenda will include further discussion on the Draft Comprehensive Plan.

5. SET AGENDA FOR NEXT MEETING
Agenda items were identified in item 4.

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a) Next meeting is February 8, 2006, at 5:00 p.m., at STA, 1230 W. Boone Ave. in the northside conference room.

6. ADJOURN

There being no further business to come before the Committee, the meeting was adjourned at approximately 7:02 p.m.

Respectfully submitted,

Lesley Sutton

Light Rail Executive Assistant