

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

BOARD OPERATIONS COMMITTEE MEETING

Minutes of the June 8, 2022, Meeting

Via Webex Video Conference

MEMBERS PRESENT

Chris Grover, Small Cities Representative
(Airway Heights), *Chair*
Pamela Haley, City of Spokane Valley,
*Performance Monitoring & External
Relations Committee Chair*
Lori Kinnear, City of Spokane, *Chair Pro Tem*
E. Susan Meyer, Chief Executive Officer,
Ex Officio

STAFF PRESENT

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

MEMBERS ABSENT

Al French, Spokane County, *Planning &
Development Committee Chair*

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

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

Chair Grover approved the agenda as presented without a motion.

3. CHAIR'S COMMENTS

Chair Grover mentioned he is looking forward to visiting STA this upcoming Friday for Senator Liias' visit, as well as the CEO report during this meeting.

4. COMMITTEE ACTION

a. May 11, 2022, Committee Minutes

Ms. Haley moved to approve the May 11, 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 reported the two items presented at the committee meeting included the submission of the Regional Mobility Grant request for the Argonne Station Park & Ride project, and the amendment for the Wesslen Construction contract for HPT amenities. Mr. Otterstrom shared that he presented three reports including a draft of the Transit Development Plan, the draft for the I-90 Valley HPT project, and the draft structure for decision-making of the Division BRT project.

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

Ms. Haley reported that the Geotechnical Environmental Inspections Award of Contract was presented to the committee. The items presented without action included Fare Policy Revisions for Zero-Fare for Youth, an update on the Fare Collections System, the Disadvantaged Business Enterprise Program, and an update on Spokane Public Schools.

6. BOARD OF DIRECTORS AGENDA JUNE 16, 2022

Ms. Meyer explained that an item will be added to the agenda to appoint Dana Infalt as STA's Public Records Officer.

7. BOARD OPERATIONS COMMITTEE DRAFT AGENDA JULY 13, 2022

There were no questions or comments.

8. CEO REPORT

Ms. Meyer reported the Washington State Department of Transportation included STA in a visit from Senator Marko Liias, Chairman of the Senate Transportation Committee, and he will be visiting STA on Friday, June 10. The day prior, Senator Liias will be visiting the Department of Transportation and City of Spokane projects. STA will be providing a bus for his visit to Spokane. Applications for STA's surplus van grant program will be available on July 1. Ten vans are available to be granted through the program this year. The next Strategic Planning Board Workshop will be held just ahead of the Board Meeting on July 21. Ms. Meyer has rescinded the emergency proclamation issued in March 2020, as the conditions around COVID and the pandemic have changed dramatically. STA has received a "letter of no prejudice" from the Federal Transit Administration for the purchase of the 11th City Line bus. The letter allows the purchase to be eligible for federal funds should there be remaining grant funds after City Line construction work is substantially complete. Ms. Meyer explained she and Mr. Otterstrom met with the Good Roads Association Board yesterday and provided an update on STA, the Division BRT project in particular.

9. NEW BUSINESS

There was no new business.

10. ADJOURN

With no further business to come before the Committee, Chair Grover adjourned the meeting at 1:49 p.m.

Respectfully submitted,

Amie Blain

Amie Blain
Executive Assistant to the Chief Financial Officer