

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

BOARD OPERATIONS COMMITTEE SPECIAL MEETING

Minutes of the May 22, 2024, Meeting

Virtual with Public Viewing Option at

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

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)
Kitty Klitzke, City of Spokane *Alternate*
E. Susan Meyer, Chief Executive Officer,
Ex Officio

MEMBERS ABSENT

Zack Zappone, City of Spokane

STAFF PRESENT

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

STAFF ABSENT

Brandon Rapez-Betty, Chief Operations Officer

PROVIDING LEGAL COUNSEL

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

1. CALL TO ORDER AND ROLL CALL

Chair French called the meeting to order at 3:01 p.m. and conducted roll call.

2. LEGAL SERVICES CONTRACT SCOPE OF WORK APPROVAL

Ms. Meyer presented the legal services contract history and current scope of work description to the Committee. The Committee discussed adding the word “legal” to items H. and N. The Committee agreed the addition does not change the scope of work. A virtual option for legal counsel attendance at meetings was discussed, and the Committee determined it would be appropriate to address during the RFP process.

Ms. Haley moved to approve the Legal Services Contract Scope of Work as amended, Mr. Dunne seconded, and the motion passed unanimously.

Ms. Meyer discussed the RFP timeline with the Committee.

3. ADJOURN

With no further business to come before the Committee, Chair French adjourned the meeting at 3:23 p.m.

Respectfully submitted,

Amie Blain

Amie Blain
Executive Assistant to the Chief Financial Officer