



CTANW Membership Meeting Minutes

Thursday, December 11, 2014

10 a.m. – 2 p.m.

Bellevue WA and Olympia WA

1. Welcome & Introductions – **President Colleen Kuhn called the meeting to order at 10:03 a.m.**
2. CTANW Business
 - a. August Meeting Minutes
Jim Seeks moved to approve the minutes of the August 18, 2014 membership meeting, second by Madelyn Carlson; passed unanimously.
 - b. Financials
Ryan Acker provided an overview of the financials for the members. **Madelyn Carlson moved to approve the financials, second by Jim Seeks; passed unanimously.**
3. Bylaws Proposal
 - a. Officers and Terms - requested change in Section 1 – General – Officers shall serve a ~~one-year term~~ three-year term. **Shirley Allen moved to allow officers to hold two-year terms, second by Ann Kennedy; passed unanimously.**
Also under Section 1 – General – ~~No officer may hold more than one (1) office at the same time.~~ *Colleen Kuhn will rework the description of this change and bring this to the next meeting.*
 - b. A minimum of three (3) officers must be providers of specialized transportation services. No more than one officer may be elected from the same organization. Nominations for officers shall be solicited to achieve a balance of urban and rural, and to geographically represent members. **Steve Hutchins moved to have three providers, or 50%, of these be represented by drivers, second by Shirley Allen; passed unanimously.**
 - c. Section 3 – Duties – Secretary ~~The Secretary shall record all the meetings of the general membership and the EC, and shall give notice of all meetings of the general membership and the EC required to be given by law or by the Bylaws.~~
The secretary shall, in partnership with staff or other designees, ensure all EC and membership meetings are recorded, proper notice of such meetings are provided, and all required business paperwork is completed and properly filed, including articles of incorporation, bylaws, and state, local and federal documentation as required. The secretary shall review records and present minutes to the EC and membership for adoption. **Jim Seeks moved to strike the wording of the duties of the secretary as it currently stands and replace that with the updated language, second by Brent Meldrum; passed unanimously.**
4. **Officer Elections 2015 – 2017**
 - a. The slate of officers was approved as listed: Colleen Kuhn, President; Brent Meldrum, 1st Vice President; Karen Parkhurst, 2nd Vice President; Tom Dietz, Treasurer; Madelyn, Immediate Past President. Jim Seeks volunteered and was approved to be Secretary; and Connie Mahugh, Member at Large was approved.
5. **President's Report**

- a. President Colleen Kuhn reported that Ryan Acker and OrgSupport staff is polling membership for areas of interest to prepare for the 2015-2017 WSDOT Contract.
6. **Executive Director's Report**
 - a. The model for Mobility Management is ready to be shown at the March Conference. There is now a Mobility Management Committee. The website is being built to be a more useful tool for members to use. It is now a more collaborative network where agencies can post their skills, expertise, and connect with other agencies. The information on contacting elected officials is now on the website. Ryan Acker asked that members take time to complete the profile form in order to get more information available to share among members.
7. **Legislative Committee's Report**
 - a. The Legislative Committee is currently meeting once a month and may meet more frequently during session. Ryan Acker will be meeting with the legislators and talking with them about issues and ideas. CTANW will work with existing organizations to help bring more people together. There are several areas of immediate interest that need to be addressed for this year's Legislative session. Subject matter experts are needed to help develop ways to approach legislators. Legislators need to be helped to better understand how they have inadvertently created some situations that do not benefit the people they had hoped to help. In some cases it is just a matter of changing a few words in WAC's or RCWs. Non-emergency stretcher transportation rules are an area that needs to be addressed. These items should be addressed as early as possible in the session. Members will need to be ready to advocate for approval. In some cases the impact falls heavily on the operators of special needs transportation providers in duplicated costs that do nothing to improve transport. CTANW will get together with the WSSTA lobbyists; particularly Jennifer Wiggler, who has a very good special needs background and would be helpful. Karen Parkhurst will keep everyone updated with the bills tracker. Karen Parkhurst asked that if any member hears of possible actions coming up, to get the information to the Legislative Committee as soon as possible. Shirley Allen volunteered to work with some of her contacts that may be helpful in educating elected officials.
8. **WSDOT Updates – Ryan Warner**
 - a. The March meeting of the ACCT will include the topic of a nation-wide brokerage system.

WSDOT is undergoing a reorganization to work better among their divisions. There have been several changes and there are a number of jobs still open to fill. *Ryan Acker will add a link on the website to the job list at WSDOT.*

Ryan Warner said that the Public Transportation department would have better cross communication as part of the changes. The bicycle group will be connected to the pedestrian and public transportation systems. Tom Dietz is moving to the Olympia office of WSDOT. He will be working on growing the presence of public transportation in eastern Washington. Ryan Warner will be the principal lead on ACCT and CTANW. Don Chartock is moving up in the agency but will continue to be connected with Public Transportation.Members are participating more than in the past. The Eastern Washington counties of Skagit, Yakima, SW PTO and Okanogan are getting an opportunity to talk about their needs at the ACCT meeting.
9. **Updates and Highlights From Members**

- a. People for People was involved in the development in the Health Services Transportation Plans with increased support in the communities. Currently there is less competition and more camaraderie with services.
 - b. WSTA will be doing the state Conference next year. This year WSDOT does the Conference. WSTA will work with CTANW and the Tribal groups for the conference. Geri Beardsley is the session planner. The Transportation Roadeo will be held in Vancouver on August 23-26.
 - c. Hope-Link passed along a thank you from Catholic Community Services. Mercy Transportation is not able to get full size transport vehicles. Community Transit is hoping to get a service expansion in 2015 that will include Sunday transportation and extended routes with some added and some taken away. There is a proposed fare increase of .25. to \$2.25. The Regional Reduced fare if \$1.
 - d. Puget Sound Regional Council has 25 projects in their 5310 funding. \$5M of operating funds was requested but not all got distributed. Brent Meldrum is work with other emergency transportation in Grays Harbor County to help work out a way to improve the current situation where ambulances do not get paid for many of their trips. Rural providers are having the most trouble managing.
10. **Education and Training – Project Management**
- a. Jim Bowen and Ron Snell, from Puget Sound Cares, provided an overview of Project Management guidelines for the members. The information was very helpful and was done at no cost. Puget Sound Cares provides mentors and trainings and can be contacted at caresprogramcoordinator@pugetsoundpmi.org.
11. **The meeting was adjourned at 2:05 p.m.**

Next Meeting: March 12, 2015