ISLAND COUNTY PUBLIC TRANSPORTATION BENEFIT AREA,
D/b/a Island Transit

MONTHLY BUSINESS MEETING MINUTES
January 8, 2021
9:30 AM
Virtual Meeting
Join Zoom Meeting: https://zoom.us/j/93566986628
Call in number: 1-253-215-8782, Meeting ID: 935 6698 6628

BOARD MEMBERS:
Chair and Town of Coupeville Councilmember Jackie Henderson
Vice Chair and Island County Commissioner Janet St. Clair
Amalgamated Transit Union Local 587, President Emeritus Lance Norton
City of Langley Councilmember Craig Cyr
City of Oak Harbor Councilmember Beth Munns

STAFF:
Executive Director Todd Morrow
Administrative & HR Manager Robyn Goldring
Finance Manager Paul Arand
Maintenance Manager Ken Riley
Operations Manager Shawn Harris
Assistant to the Executive Director Meghan Heppner
Legal Counsel Matt Hendricks

MEETING CALLED TO ORDER
Councilmember Henderson called the January 8, 2021 monthly business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:37 AM.

PRESENTATION
Joshua Grandbouche, Audrey Barber, and Katelyn Bigby, all from Western Washington University Center for Economic and Business Research, presented their report on Economic Impacts and Retail Sales Forecast. Discussion ensued.

Councilmember Cyr joined the meeting at 10:00 AM.

APPROVAL OF CONSENT AGENDA
Councilmember Cyr moved to approve the consent agenda. Councilmember Henderson seconded the motion, which passed unanimously.
PUBLIC INPUT
There was no public input.

BUSINESS ITEM NO. 1: Update on COVID-19 Emergency Action Plan
Executive Director Morrow provided an update on the COVID-19 Emergency Action Plan.

BUSINESS ITEM NO. 2: Discussion with possible action (Resolution No. 1-21) regarding employee handbook policy revision
Councilmember Cyr moved to approve Resolution No. 1-21 adopting revisions to the General Benefits Policy of the Island Transit Employee Handbook, Section 4.23 General Benefits, Section 4.24 Medical and Dental Insurance Coverage, Section 4.25 Retirement Plans, and Section 4.26 Life Insurance Policy, as set forth in Exhibit A attached hereto and incorporated herein by this reference, superseding any other resolutions of Island Transit insomuch that they conflict with the revisions, and authorizing the Executive Director to make future regulatory and administrative changes. Councilmember Munns seconded the motion, which passed unanimously.

At 11:00 AM, Commissioner St. Clair was excused from the remainder of the business meeting.

EXECUTIVE DIRECTOR'S REPORT
Executive Director Morrow provided the monthly update.

FINANCE MANAGER'S REPORT
Finance Manager Arand provided the monthly financial presentation.

At 11:30 AM, Board member Norton was excused from the remainder of the business meeting.

CLOSED SESSION RE: COLLECTIVE BARGAINING
At 11:30 AM Councilmember Henderson called for a closed session regarding collective bargaining sessions [RCW 42.30.140(4) (b), RCW 42.30.110(1) (d)]. At 11:45 AM, the closed session concluded and the Board reconvened the regular business meeting in open session.

OTHER BUSINESS
There was no other business.

BOARD MEMBER COMMENTS
No additional comments were made by the Board.

ADJOURNMENT
At 11:46 AM, Councilmember Henderson adjourned the meeting.
1. Councilmember Henderson called the January 8, 2021 monthly business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:37 AM.

2. Councilmember Cyr moved to approve the consent agenda. Councilmember Henderson seconded the motion, which passed unanimously.

3. Councilmember Cyr moved to approve Resolution No. 1-21 adopting revisions to the General Benefits Policy of the Island Transit Employee Handbook, Section 4.23 General Benefits, Section 4.24 Medical and Dental Insurance Coverage, Section 4.25 Retirement Plans, and Section 4.26 Life Insurance Policy, as set forth in Exhibit A attached hereto and incorporated herein by this reference, superseding any other resolutions of Island Transit inasmuch that they conflict with the revisions, and authorizing the Executive Director to make future regulatory and administrative changes. Councilmember Munns seconded the motion, which passed unanimously.

4. At 11:30 AM Councilmember Henderson called for a closed session regarding collective bargaining sessions [RCW 42.30.140(4) (b), RCW 42.30.110(1) (d)]. At 11:45 AM, the closed session concluded and the Board reconvened the regular business meeting in open session.

5. At 11:46 AM, Councilmember Henderson adjourned the meeting.

Approved:
Signed on behalf of the Island Transit Board of Directors
by Meghan Napp, Clerk of the Board. See Minutes
from 1-5-21 for approval.