MONTHLY BUSINESS MEETING MINUTES
February 5, 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, President Emeritus Lance Norton
City of Langley Councilmember Craig Cyr
City of Oak Harbor Councilmember Beth Munns
Island County Commissioner Melanie Bacon
Town of Coupeville Councilmember and board member-elect Jenny Bright

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 February 5, 2021 monthly business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:30 AM.

APPROVAL OF CONSENT AGENDA
Councilmember Munns moved to approve the consent agenda. Commissioner St. Clair seconded the motion, which passed unanimously.

PUBLIC INPUT
There was no public input.
BUSINESS ITEM NO. 1: Election of 2021 PTBA Board of Directors Officers – Chair, Vice-Chair, Secretary
Councilmember Henderson nominated Councilmember Munns to serve as 2021 PTBA Board Chair; Councilmember Cyr seconded the nomination. Councilmember Munns accepted.

Councilmember Munns nominated Councilmember Cyr to serve as 2021 PTBA Board Vice-Chair; Councilmember Henderson seconded the nomination. Councilmember Cyr accepted.

Councilmember Cyr nominated Commissioner St. Clair to serve as 2021 PTBA Board Secretary; Commissioner Bacon seconded the nomination. Commissioner St. Clair accepted.

BUSINESS ITEM NO. 2: Appointment of PTBA Board of Directors’ 2021 representative to the Island Regional Transportation Planning Organization (IRTPO)
Councilmember Cyr moved to reappoint Councilmember Munns as Island Transit’s representative to the 2021 Island Regional Transportation Planning Organization (IRTPO) Policy Board. Commissioner St. Clair seconded the motion, which passed unanimously.

BUSINESS ITEM NO. 3: Selection of PTBA Board of Directors’ 2021 finance committee
Councilmember Munns moved to select Councilmember Cyr and Councilmember Bright to the 2021 Island Transit PTBA Board of Directors Finance Committee. Commissioner St. Clair seconded the motion, which passed unanimously.

BUSINESS ITEM NO. 4: Update on COVID-19 Emergency Action Plan

BUSINESS ITEM NO. 5: Service performance standards review
Operations Manager Harris presented the 2020 fourth quarter performance standards review. Discussion ensued.

BUSINESS ITEM NO. 6: Update on the Puget Sound Regional Council (PRSC) passenger-only ferry study
Executive Director Morrow provided an update on the Puget Sound Regional Council (PRSC) passenger-only ferry study. Discussion ensued.

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 11:10 AM, Board member Norton was excused from the remainder of the business meeting.

CLOSED SESSION RE: COLLECTIVE BARGAINING

At 11:12 AM Councilmember Henderson called for a closed session regarding collective bargaining sessions [RCW 42.30.140(4) (b), RCW 42.30.110(1) (d)]. No action was taken. At 11:17 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
The Board expressed their thanks and appreciation for Helen Price Johnson’s service on the Island Transit Board of Directors.

ADJOURNMENT
At 11:20 AM, Councilmember Henderson adjourned the meeting.

ACTION ITEMS APPROVED BY THE BOARD

1. Councilmember Henderson called the February 5, 2021 monthly business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:30 AM.

2. Councilmember Munns moved to approve the consent agenda. Commissioner St. Clair seconded the motion, which passed unanimously.

3. Councilmember Henderson nominated Councilmember Munns to serve as 2021 PTBA Board Chair; Councilmember Cyr seconded the nomination. Councilmember Munns accepted.

4. Councilmember Munns nominated Councilmember Cyr to serve as 2021 PTBA Board Vice-Chair; Councilmember Henderson seconded the nomination. Councilmember Cyr accepted.
5. Councilmember Cyr nominated Commissioner St. Clair to serve as 2021 PTBA Board Secretary; Commissioner Bacon seconded the nomination. Commissioner St. Clair accepted.

6. Councilmember Cyr moved to reappoint Councilmember Munns as Island Transit’s representative to the 2021 Island Regional Transportation Planning Organization (IRTPD) Policy Board. Commissioner St. Clair seconded the motion, which passed unanimously.

7. Councilmember Munns moved to select Councilmember Cyr and Councilmember Bright to the 2021 Island Transit PTBA Board of Directors Finance Committee. Commissioner St. Clair seconded the motion, which passed unanimously.

8. At 11:12 AM Councilmember Henderson called for a closed session regarding collective bargaining sessions [RCW 42.30.140(4) (b), RCW 42.30.110(1) (d)]. No action was taken. At 11:17 AM, the closed session concluded and the Board reconvened the regular business meeting in open session.

9. At 11:20 AM, Councilmember Henderson adjourned the meeting.

Approved: [Signature]
Signed on behalf of the Board
See Minutes from 3.5.21 meeting for approval.

PTBA Secretary