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

MONTHLY BUSINESS MEETING MINUTES
August 7, 2020
9:30 AM
ZOOM Virtual Meeting https://zoom.us/j/92990282280
Call in number: 1-253-215-8782, Meeting ID: 929 9028 0080

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

STAFF:
Executive Director Todd Morrow
Administrative & Human Resources 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 August 7, 2020 monthly business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:30 AM.

PUBLIC HEARING RE: 2020-2025 TRANSIT DEVELOPMENT PLAN
At 9:31 AM, Councilmember Henderson opened the public hearing to receive input on the 2020-2025 Transit Development Plan. A member of the public said they appreciated the additional service, and would like Sunday service. Councilmember Henderson closed the public hearing at 9:35AM.

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Island Transit serves Whidbey and Camano Islands in Island County. The mission of Island Transit is to provide safe, accessible, convenient, and friendly public transportation services which enhance our island quality of life.
APPROVAL OF CONSENT AGENDA
Commissioner Price Johnson moved to approve the consent agenda with the July 3, 2020 meeting minutes as amended. Councilmember Munns seconded the motion, which passed unanimously.

PUBLIC INPUT
There was no public input.

BUSINESS ITEM NO. 1: Discussion of 2020-2025 Transit Development Plan
Executive Director Morrow provided an update on the most current TDP draft. Discussion ensued.

BUSINESS ITEM NO. 2: Update on COVID-19 Emergency Action Plan
Executive Director Morrow provided an update on the ongoing COCID-19 emergency action plan. Discussion ensued.

Business Item No. 3: Service Performance Standards Review
Operations Manager Harris provided the quarterly service performance standards review. Discussion ensued.

Business Item No. 4: Authorization to procure two 29-foot heavy-duty buses in accordance with the 2019-2024 Transit Development Plan
Maintenance Manager Riley provided the background on the need to procure the two 29-foot heavy-duty buses. Councilmember Munns moved to authorize the procurement of two 29-foot heavy-duty buses in accordance with the 2019-2024 Transit Development Plan. Councilmember Cyr seconded the motion, which passed unanimously.

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

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

OTHER BUSINESS
There was no other business.

BOARD MEMBER COMMENTS
Councilmember Cyr spoke about what the City of Langley is doing to address systemic racism.

ADJOURNMENT
At 11:03 AM, Councilmember Henderson adjourned the meeting.
1. Councilmember Henderson called the August 7, 2020 monthly business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:30 AM.

2. Commissioner Price Johnson moved to approve the consent agenda with the July 3, 2020 meeting minutes as amended. Councilmember Munns seconded the motion, which passed unanimously.

3. Councilmember Munns moved to authorize the procurement of two 29-foot heavy-duty buses in accordance with the 2019-2024 Transit Development Plan. Councilmember Cyr seconded the motion, which passed unanimously.

4. At 11:03 AM, Councilmember Henderson adjourned the meeting.

Signed on behalf of Commissioner Price Johnson

[Signature]

Helen Price Johnson, PTBA Secretary

See 7.4.20 minutes for board approval.

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