



Citizens Advisory Network Meeting

Wednesday, May 31, 2023 – 6 p.m.

**Ben Franklin Transit Administration Building
GM Conference Room**

MINUTES

1. Convene

Ben Franklin Transit (BFT) ADA Community Liaison Supervisor Brandy Arojo called the meeting to order at 6:03 p.m.

2. Roll Call

CAN Members Present: Frank Cuta, Ed Frost, Matthew Howie, Dennis Kreutz, Dori Luzzo Gilmour, Lori Price, and Bernie Vinther

CAN Members Absent: Nayeli Aranda and Jordan Bassett

Staff Members Present: Brandy Arojo; Planning and Service Development Manager Bill Barlow; and Manager of Communications Janet Brett

3. CAN Member Introductions

CAN members and staff went around the table and introduced themselves.

4. CAN Officer Nominations/Appointments

After a brief discussion, CAN members agreed they wanted to fill the officer positions at this meeting.

Dori moved to appoint Ed Frost as chair; Dennis seconded the motion, and it was agreed upon unanimously.

Frank moved to appoint Dori Luzzo Gilmour as vice chair; Ed seconded the motion, and all agreed unanimously on the appointment.

Dori made a motion to appoint Dennis Kreutz as recording secretary. Frank seconded the motion, and it was agreed upon unanimously.

5. Old Business

a. Reviewed Standing Rules of the CAN

b. Currently nine members are seated on the committee

c. Student representative suggestion

Ed believed this would require Board approval, and Janet agreed to follow up with General Manager Rachelle Glazier. This will be discussed in the fall when school is back in session.

d. Outreach to community members that use BFT economically

The group agreed they would like to have someone who can only afford bus transportation as a member.

e. Outreach to minority communities

CAN members would also like Hispanic representation, no-choice riders, choice riders, and super riders to have a voice at the table.

Ed suggested the next CAN meeting include a brainstorming session on various groups and their gatekeepers/access and how to get ahold of them.

Ed asked that Planning put together a presentation with information on the June 18 service changes. Ed would like the materials to go out one week prior to the meeting date.

f. CAN Meetings Day/Time

CAN members discussed their availability and agreed to move the meetings to the fourth Monday of each month at 6 p.m.

6. New Business

a. Discussion of proposed revisions to Standing Rules

Dennis proposed revisions to the CAN Standing Rules dated 7/13/2017. These will be discussed at the next meeting after members have had a chance to review them. Revisions will need to go to the BFT Board of Directors for approval.

b. CAN members attending BFT Board meeting for recognition

Members discussed the possibility of attending a Board meeting; when the revisions to the Standing Rules item is on the agenda for approval would be an option.

c. Discuss significant policy decisions as they relate to the CAN, such as:

i. Major service changes

CAN members pointed out that they had never seen any notices about public meetings to discuss service changes. This will be communicated to Marketing.

ii. Fare policy/price changes

iii. Budget adaptations/changes

iv. Electric vehicles/associated infrastructure

v. Website upgrades

vi. Ridership

vii. Customer service plans

viii. Option to Zoom

The option to use Zoom to attend the meetings remotely was discussed. CAN members agreed in favor of a hybrid meeting, with in-person attendance encouraged, but Zoom available as an alternative.

d. Transportation barriers

e. Accessible stops

i. Dayton Street

ii. Columbia Basin

Bernie advocated for these stops to be made accessible. Braille signs would be greatly beneficial. Blind citizens are not using the fixed route system out of fear.

7. Member Comments

8. Next Meeting

The next meeting will be held Monday, June 26, 2023, at 6 p.m. in the GM Conference Room with a Zoom option. Agenda items will include brainstorming on groups in the community who could provide a representative to the CAN; a presentation by the Planning and Development Department; and a second reading of the proposed revisions to the CAN Standing Rules.

9. Adjournment

The meeting adjourned at 7:32 p.m.