



MINUTES

CITIZENS ADVISORY NETWORK REGULAR MEETING

Monday November 27, 2023 6:00 p.m.
Benton Franklin Transit Administration Building,
1000 Columbia Park Trail, Richland WA

Join Zoom Meeting:

<https://zoom.us/j/98962178731?pwd=OGg1amhEQXA0RG5QRTdqNnFpRGN5dz09>

Meeting ID: 989 6217 8731 Passcode: 833979

Dial In: (253) 215 8782 or (888) 788 0099 US Toll-free

1. CONVENE CAN MEETING

Chair, Ed Frost

Convened at: 6:00 PM

2. ROLL CALL

Secretary / Recorder, Dennis Kreutz

Representing	Attendee Name	Title	Status
Citizen Advisory Network	Ed Frost	Chair	Present
Citizen Advisory Network	Dori Luzzo-Gilmour	Vice Chair / Recruitment Chair	Zoom
Citizen Advisory Network	Dennis Kreutz	Recording Secretary	Present
Citizen Advisory Network	Frank Cuta	Member	Present
Citizen Advisory Network	Bernie Vinther	Member	Absent
Citizen Advisory Network	Laurie Price	Member	Absent
Citizen Advisory Network	Mathew Howie	Member	Present
Citizen Advisory Network	Nayeli Aranda	Member	Zoom
BFT Staff	Janet Brett	Manager of Communications	Present
BFT Staff	Brittany Nelson	Social Media Manager	Present
BFT Staff	David Parra	AGA Eligibility Supervisor	Present
BFT Staff	Megan Schmidt	Mgr. Paratransit Operations	Present
BFT Staff	Kevin Sliger	Chief Planning & Development	Present
Guest	Brooklyn Hufstader	CAN Member Candidate	Zoom
Guest	Ulises Navarro	CAN Member Candidate	Zoom
Guest	Vanessa Pruitt	CAN Member Candidate	Present

3. COMMENTS BY GUESTS:

Chair, Ed Frost

CAN Candidate Vaness Pruitt commented on her desire to be on the Citizen Advisory Network in order to advocate for para-transit accessibility for vision impaired and that she has experience with other agencies.

CAN Candidate Ulises Navarro commented on wanting to make more potential riders in the Latino community aware of BFT services.

CAN Candidate Brooklyn Hufstader said she is looking forward to attending the meetings in person and excited to bring some of the experiences she has gained as a student using Public Transportation.

4. MINUTES OF OCTOBER 2023 REGULAR MEETING APPROVAL: Chair, Ed Frost

Discussion: None

Motion to Approve the Minutes by: Dennis Kreutz

Second to Approve the Minutes by: Mathew Howie

Minutes Approved unanimously by a Voice Vote of the CAN Members: YES

5. OLD BUSINESS:

Chair, Ed Frost

A. QR Codes have been implemented on BFT signage at Transit stations and placards on DAR and Fixed Route Coaches per the recommendation of the CAN.

Dennis Kreutz noted that the QR Codes don't lead to the same information that is shown on the associated signage. Also, that the information displayed by using the QR Codes is not usable by visually impaired if read back in TEXT Format.

BFT Report: Kevin Sliger reported that increased compliance will be done during 2024 roll-out of new signage.

6. NEW BUSINESS:

Chair, Ed Frost

A. BFT Social Media Manager Brittany Nelson presented the following BFT Videos:
Week Without Driving
How To Rack Bike on BFT Coach
Using Connect Services

CAN Members discussed how positive the videos are and appreciated learning about new services such as the Bike Repair Stations located at some Transit Centers.

B. BFT ADA Eligibility Supervisor David Para discussed how eligibility requests are handled by BFT and answered questions regarding Dial-A-Ride Eligibility Requirements.

Question by CAN: If a determination is made by BFT that a Fixed Route Stop is not wheelchair accessible is that determination then addressed with all Riders that would use that Stop?

BFT Answer: No, other Riders Eligibility are not modified because of that determination, each Rider's Eligibility is done separately based upon their situation.

Question by CAN: Citing an Eligibility Review wherein it was determined that power wheelchair was not waterproof the original Eligibility Denial was overturned to allow DAR Eligibility when rain is forecast, has that Eligibility automatically instated for other Riders using power wheelchairs?

BFT Answer: No, other Riders Eligibility are not modified because of that determination, each Rider's Eligibility is done separately based upon their situation.

Question by CAN: It appears that the purpose of the Eligibility Determination is to preclude many Riders from using DAR, is this the BFT Policy?

BFT Answer: No, the goal of BFT is to allow as many Riders as possible to meet the Eligibility Requirements for DAR. It was stated that since Fixed Route transportation is less expensive per ride it is advantageous to BFT to have Riders use Fixed Route instead of DAR when possible.

- C. BFT Manager of Paratransit Operations Megan Schmidt answered questions about Paratransit On-line and Call-in Reservation Services.

Megan explained how scheduling is done when calls are placed to BFT, or done online.

Question by CAN: Is BFT considering allowing same day reservations if schedule allows?

BFT Answer: No, that is not being considered.

Megan discussed BFT Rider Policy.

- D. Report from CAN Recruitment Committee: Dori Luzzo-Gilmour

Dori Luzzo-Gilmour reported that three prospective members were interviewed and recommended for CAN Membership.

Vanessa Pruitt
Ulises Navarro
Brooklyn Hufstader

Ed Frost asked for a vote of the CAN Members to approve all three candidates.

Motion Made By: Dori Luzzo-Gilmour
Seconded By: Frank Cuta
Approved Unanimously: YES

- E. Discuss December CAN Meeting date, fourth Monday is Christmas Day.

After discussion regarding upcoming New Business Ed Frost asked for a vote regarding cancellation of the December CAN Meeting.

Motion Made By: Frank Cuta
Seconded By: Dennis Kreutz
Approved Unanimously: YES

F. Assign CAN Member to attend BFT Board Meeting in December.

CAN Member Dennis Kreutz is assigned.

G. Election of CAN Officers for 2024

After discussion it was agreed to hold an election of CAN Officers during the January 2024 Regular CAN Meeting on January 23.

7. BFT BOARD / BFT STAFF COMMENTS:

8. CAN MEMBER COMMENTS:

Dennis Kreutz noted that BFT Transit Passes need to be distributed to all CAN Members for 2024.

BFT Megan Schmidt said she would confirm how to make that happen and get the Passes mailed in time for January rides.

9. OTHER:

10. NEXT MEETING:

A. Regular CAN Meeting Monday January 23, 2024, at 6:00 p.m.

11. ADJOURNMENT:

Chair, Ed Frost

A. Meeting adjourned at: 8:10 PM