



BOARD OF DIRECTORS REGULAR MEETING

Thursday, October 12, 2023, at 6 p.m.

Benton County Administration Building, Room 303
7122 W. Okanogan Place Building E, Kennewick, Washington

Meeting attendance options included in-person and virtual via Zoom

MINUTES

1. CONVENE BOARD MEETING

Vice Chair Bloom called the meeting to order at 6:00 p.m.

2. ROLL CALL

<u>Representing</u>	<u>Attendee Name</u>	<u>Title</u>	<u>Status</u>
City of Pasco	Joseph Campos	Director	Present
City of Kennewick	Brad Beauchamp	Director	Absent
City of Richland	Terry Christensen	Director	Present
City of West Richland	Richard Bloom	Vice Chair	Present
Franklin County #2	Rocky Mullen	Director	Absent
Franklin County #1	Clint Didier	Director	Present via Zoom
Benton County	Will McKay	Chair	Excused
City of Prosser	Steve Becken	Director	Present
City of Benton City	David Sandretto	Director	Present
Teamsters Union 839	Caleb Suttle	Union Representative	Present

BFT Staff: Rachelle Glazier, Kris Darby, Michaela Dimas, Steven Frazier, Sarah Funk, Brian Lubanski, Gabe Martin, Tom McCormick, Mackenzie Miller, Anel Montejano, Brittany Nelson, Joshua Rosas, Kevin Sliger

Legal Counsel: Jeremy Bishop

Interpreters: Ruth Medina, Ynez Vargas

3. PLEDGE OF ALLEGIANCE

Vice Chair Bloom led the meeting participants in the Pledge of Allegiance.

4. PUBLIC COMMENTS

Vice Chair Bloom opened the meeting to comments from the public. Patrick Schleiger, a resident of Pasco and a Fixed Route Operator, asked the Board to reinstate him at Ben Franklin Transit.

Fixed Route Operator Al Drake spoke in favor of reinstating Mr. Schleiger.

Fixed Route Operator Boyd Hardy also spoke in favor of reinstating Mr. Schleiger.

5. APPROVAL OF AGENDA

Vice Chair Bloom asked for a motion to approve the agenda.

Director Sandretto moved to approve the agenda, and Director Christensen seconded the motion. It passed unanimously.

6. RECOGNITIONS

A. Resolution 42-2023 Retirement of Cole Brisbin

Senior Manager of Operations Tom McCormick read the Board resolution recognizing Cole Brisbin, who was not present, for his 30 years of service.

Director Sandretto moved to approve Resolution 42-2023, and Director Becken seconded the motion. It passed unanimously.

B. WSTIP Above and Beyond Award

Member Services Manager Joanne Kerrigan from the Washington State Transit Insurance Pool (WSTIP) presented Fixed Route Operator Vanessa Walsh with the WSTIP Above and Beyond Award. Ms. Walsh, responded to an emergency, administered CPR to a person in distress at the transit center, and stayed with the individual until an emergency response arrived.

7. CITIZENS ADVISORY NETWORK (CAN) REPORT

Ms. Dori Luzzo-Gilmour provided a report on the Citizens Advisory Network. She reported that the QR codes that they recommended to be put on signage have started to be put in place. They are requesting that BFT sponsor more training for kids on how to use the bicycle racks on the buses, as it is a hurdle for children. It is on Ben Franklin Transit's to-do list of training videos. They have four applications for the CAN Board, and they are looking for younger members and people to represent other segments of the community. The General Manager provided an update on the safety and security standards, and explained that BFT is are getting caught up on training, including de-escalation training for the drivers. Many of the CAN members participated in the Week Without Driving and were featured in the BFT videos.

8. CONSENT AGENDA

Vice Chair Bloom presented the Consent Agenda items and invited a motion.

A. September 14, 2023, Regular Board Meeting Minutes

B. September Voucher Summary

C. Resolution 43-2023 Authorizing the General Manager to Purchase Ten (10) Vanpool Vehicles for Fleet Expansion with any Approved Auto Dealership(s) Utilizing Washington State Contract #05916

D. Resolution 44-2023 Authorizing the General Manager to Utilize the University of Washington Contract with OpenSquare for the Purchase and Furnishing of the New Operations Building

E. Resolution 45-2023 Authorizing the General Manager to Declare Vehicles Listed in Exhibit A as Surplus and Dispose of Per BFT Policy FIN-108

Director Sandretto moved for approval of the Consent Agenda items. The motion was seconded by Director Christensen and passed unanimously.

9. DISCUSSION & INFORMATIONAL ITEMS

A. 2024 Annual Service Plan & Title VI Service Equity Analysis Release for Public Comment

Chief Planning & Development Officer Kevin Sliger presented the 2024 Annual Service Plan. It was released last Friday for a 30-day public comment period. In 2021, Ben Franklin Transit adopted a policy where staff would present to the Board an Annual Service Plan outlining changes made on all modes for the coming year to ensure that there is proper funding and staff to either ramp up or prepare to reduce services based on what is being recommended.

B. Hanford Update Cost Benefit Analysis

Senior Project Manager Steve Frazier presented options to provide services to the Hanford sites. The options are a charter bus service, a worker-driver partnership program, and the construction of a turnaround facility at the Wye barricade. Mr. Frazier presented the cost breakdown for the initial setup and the following five years for each option.

10. STAFF REPORTS & COMMENTS

A. Legal Report

BFT Legal Counsel Jeremy Bishop reported no news is good news.

B. General Manager's Report

General Manager Rachelle Glazier reported she and a group of others attended the APTA Conference and Expo, and they received a lot of information from several vendors that we will be exploring to continue to advance and innovate.

She stated that Ben Franklin Transit has upcoming activities, such as the Halloween bus at Columbia Park, the trunk or treat planned at Southridge on the 24th and we are going to be a part of the Immigrant Resource Fair to assist those folks. She stated that we have the Senior Expo at the Southridge Pavilion on the 17th and kicking off on the 15th is the Coats for Kids drive.

She asked anyone who served in the military to send their picture in uniform to the Executive Office to feature their photo on the new buses.

11. BOARD MEMBER COMMENTS

Director Didier thanked the General Manager for attending the Veterans of Foreign Wars banquet, and a lot of the veterans talked to her about getting travel.

Director Bloom stated that he was part of the team that went to the APTA Conference and Expo. He had interesting conversations with like-minded metro transit systems in Tulsa. He received

good feedback that can help improve our system.

12. EXECUTIVE SESSION

No Executive Session was held.

13. OTHER

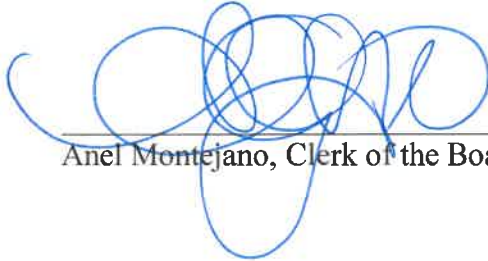
There were no other agenda items.

14. NEXT MEETING

The next meeting will be held Thursday, November 9, 2023, at 6 p.m.

15. ADJOURNMENT

Vice Chair Bloom adjourned the meeting at 7:04 p.m.



Anel Montejano, Clerk of the Board

11-09-2023

Date