



BOARD OF DIRECTORS REGULAR MEETING

Thursday, November 9, 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

Chair Will McKay called the meeting to order at 6:00 p.m.

2. ROLL CALL

Representing	Attendee Name	Title	Status
City of Pasco	Joseph Campos	Director	Excused
City of Kennewick	Brad Beauchamp	Director	Present
City of Richland	Terry Christensen	Director	Present
City of West Richland	Richard Bloom	Vice Chair	Present
Franklin County #2	Rocky Mullen	Director	Present
Franklin County #1	Clint Didier	Director	Present via Zoom
Benton County	Will McKay	Chair	Present
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, Bill Barlow, Janet Brett, Imelda Collop, Sarah Funk, Brian Lubanski, Gabe Martin, Anel Montejano, Matthew Mullen, Rob Orvis, Joshua Rosas, Kevin Sliger, Kathryn Wall, Wayne Welle

Legal Counsel: Jeremy Bishop

Interpreters: Ruth Medina, Ynez Vargas

3. PLEDGE OF ALLEGIANCE

Chair McKay led the meeting participants in the Pledge of Allegiance.

4. PUBLIC COMMENTS

Chair McKay opened the meeting to comments from the public. Hector Gonzalez, member for 29 years of the Teamsters Local Union 839 through UPS addressed the Board. He announced his

candidacy for Secretary-Treasurer of the Teamsters Local Union 839.

Brock Ruby, a member of the community addressed the Board. He stated CONNECT had been late picking him up from his house, as a result has been getting to work late as he does not make his connection and misses the bus. He also stated that the buses are clean, and the drivers are great.

Rhonda Green, a Dial-A-Ride driver, asked the Board to find out answers regarding her concerns.

5. APPROVAL OF AGENDA

Chair McKay asked for a motion to approve the agenda.

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

6. CITIZENS ADVISORY NETWORK (CAN) REPORT

There was no CAN Report presented.

7. CONSENT AGENDA

Chair McKay presented the Consent Agenda items and invited a motion.

A. October 12, 2023, Regular Board Meeting Minutes

B. October Voucher Summary

C. Resolution 46-2023 Adopt a Special Events Policy (PLN-120) and Resolution 47-2023 Authorizing the General Manger to Establish Fares for Special Events

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

8. ACTION ITEMS

A. Resolution 48-2023 Adopt PLN-121 Free Fare Pass Program for Veterans

Chief Planning & Development Officer Kevin Sliger presented a resolution to establish a Free Fare Pass Program for Veterans to ride Ben Franklin Transit services without cost, which includes fixed route and CONNECT services.

Director Becken moved for approval of Resolution 48-2023. The motion was seconded by Director Sandretto and passed unanimously.

B. Resolution 49-2023 Authorizing the General Manager to Enter into a Single Source Contract for Paratransit Contracted Services

Senior Manager of Procurement Rob Orvis presented a resolution to enter into a contract with The Arc of Tri-Cities to provide ADA paratransit services for ADA eligible boardings.

Director Becken moved for approval of Resolution 49-2023. The motion was seconded by Director Mullen and passed unanimously.

C. Adoption of the 2024 Annual Service Plan & Service Equity Analysis

i. Presentation

Mr. Sliger presented information on the Ben Franklin Transit (BFT) 2024 Annual Service Plan, including recommended service changes to be implemented and open house opportunities provided for public input. He presented information on the 2024 Title VI Service Equity Analysis, which determinates that the changes being made are equitable.

ii. Public Hearing

Chair McKay opened the Public Hearing on the adoption of the 2024 Title VI Service Plan.

William McDonald, a Kennewick resident, addressed the Board. He stated it is important to take steps to maintain access to urgent care and lab work facilities and not limit bus stops that serve them.

Danielle Klingman asked the Board to reconsider getting rid of the 123s.

Christy Litzy, a resident of Richland, also asked Board members to reconsider the elimination of the 123s.

Tracey Coleman, a Richland resident, spoke against the elimination of the 123s.

iii. Resolution 50-2023 Adopt the 2024 Annual Service Plan and Implement Recommended Service changes as Outlined in the Document

Mr. Sliger asked the Board to adopt the 2024 Annual Service Plan as presented. After discussion among the Board members, it was agreed that the Annual Service Plan is to be approved with the redaction of the 123s removal pending further data.

Director Sandretto moved for approval of Resolution 50-2023. The motion was seconded by Director Becken and passed unanimously.

iv. Resolution 51-2023 Adopting the 2024 Title VI Service Equity Analysis

Mr. Sliger asked the Board to adopt the 2024 Title VI Service Equity Analysis as presented.

Director moved for approval of Resolution 51-2023. The motion was seconded by Director Sandretto and passed unanimously.

9. DISCUSSION & INFORMATIONAL ITEMS

A. Q3 2023 Agency Performance Report

Mr. Kevin Sliger presented the Third Quarter 2023 Agency Performance Report highlighting the continued growth in ridership. He also touched on constructions projects and community events that BFT staff have participated in during the third quarter of 2023.

B. 2024 Operating and Capital Budget

Chief Financial Officer Sarah Funk presented an overview of the 2024 Operating and Capital Budget for Board review and input. The budget will be on the December Board agenda for

public comment and adoption.

10. STAFF REPORTS & COMMENTS

A. Legal Report

BFT Legal Counsel Jeremy Bishop announced we will have an executive session later this evening. Mr. Bishop advised in this month's Board packet advance notice was being given for the Period Review of the Composition of the Board Composition, which is a statutory requirement every four years, and we will be going over that in next month's board meeting.

B. General Manager's Report

The General Manager gave an update on the Veterans Day Parade that we are participating in West Richland and that we will be showcasing the new military buses.

She reported that Joshua Rosas has been promoted as new Chief Operating Officer.

Ms. Glazier stated that we are extending coats for kids until December 15 and if anyone had any coats that they would like to drop off that we have boxes set up in the front atrium of the BFT Management Operations Administration Building.

She stated that we have fixed route and Dial-A-Ride classes going on and anticipates they will graduate on December 15.

Ms. Glazier stated we have a turkey drive that we are handling on November 21.

11. BOARD MEMBER COMMENTS

Director McKay stated he was excited for the Veteran's Day parade and hoped it was not going to be as windy as it says it is going to be.

Director Beauchamp asked what the process is as to who gets to drive the cool new buses once they are decked out. It was stated that it was based on seniority.

12. EXECUTIVE SESSION

Mr. Bishop announced an Executive Session would be held under RCW 42.30.110(1)(g) for 10 minutes with no anticipated action. The Board recessed at 7:15 p.m. and returned to open session at 7:28 p.m.

13. OTHER

There were no other agenda items.

14. NEXT MEETING

The next meeting will be held Thursday, December 14, 2023, at 6 p.m.

15. ADJOURNMENT

Chair McKay adjourned the meeting at 7:29 p.m.



Anel Montejano, Clerk of the Board

12/14/2023

Date