

MINUTES

CITIZENS ADVISORY NETWORK REGULAR MEETING

Monday July 21, 2025 6:00 p.m.
BFT Administration Building - Board Room
1000 Columbia Park Trail, Richland, WA

Meeting Link: <https://us06web.zoom.us/j/88161679988>
Join Meeting Phone: 253-215-8782 / Toll Free: 877-853-5247
Meeting ID: 989 6217 8731 / Password: 833979

1. Convene CAN Meeting: 6:00 PM

2. Attendance: – 2 Min

Representing	Attendee Name	Title	Status
Citizen Advisory Network	Dennis Kreutz	Chair – Recording Secretary	Present
Citizen Advisory Network	Dori Luzzo-Gilmour	Recruitment Committee Chair	Zoom
Citizen Advisory Network	Ed Frost	Past Chair	Present
Citizen Advisory Network	Amber Wissenbach	Member	Absent
Citizen Advisory Network	Bernie Vinther	Member	Present
Citizen Advisory Network	Bill Barlow	Member	Absent
Citizen Advisory Network	Brandon Harbo	Member	Present
Citizen Advisory Network	Brooklyn Hufstader	Member	Zoom
Citizen Advisory Network	Erik Watkins	Member	Present
Citizen Advisory Network	Frank Cuta	Recruitment Committee	Present
Citizen Advisory Network	Laurie Price	Member	Absent
Citizen Advisory Network	Nayeli Aranda	Member	Absent
Citizen Advisory Network	Ulises Navarro	Member	Zoom
BFT Staff	Janet Williamson	Manager of Communications	Present
BFT Staff	Tom Drozdt	CEO	Present
BFT Staff	Hilary Carlson	Chief of Staff	Present

3. Comments by Guests: None In Attendance

4. April / May / June 2025 Meeting MINUTES Approval: - 4 Min.

Discussion: None

Motion to Approve the Minutes by: April and May – Ed Frost / June – Erik Watkins

Second to Approve the Minutes by: April and May – Brandon Harbo / June – Ed Frost

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

5. Old Business: 15 Min.

A. A follow-up from March regarding having High Schools students as CAN Members.

1. Report by Laurie Price on having High School Students attend CAN Meetings.

MINUTES: Laurie is absent from this meeting, postponed report to the August Meeting.

6. New Business: 30 Min.

A. Report of the July BFT Board Meeting – Brandon Harbo

B. Discuss changing the CAN Meeting Date.

Name	Monday	Available	Tuesday	Available	Wednesday	Available	Thursday	Available
Dennis	1		2		1		1	
Ed	1		2	1 & 4	No		1	
Dori	1	3rd						
Amber								
Bernie	1		No		1		No	
Bill	1							
Brandon	1	1st & 3rd	No		1		1	
Brooklyn	1		2		No		2	
Eric								
Frank	1	1st & 3rd	1	1st	1		2	3rd
Laurie	4		1		2		3	
Nayeli	No		No		1		No	
Ulyses	No				1		1	

MINUTES: After discussion it was decided to leave the meeting on the Third Monday.

C. Discuss Washington House Bill 1418 allowing two non-elected transit-using voting members on the governing body of public transportation benefit areas (BFT Board of Directors).

1. Form a committee to draft a Recommendation to BFT Board?

MINUTES: A subcommittee was formed made up of Dori Luzzo-Gilmour, Frank Cuta, and Erik Watkins. They will have a draft Recommendation ready for the September CAN Meeting.

2. Review Board By-Laws, CAN draft proposed changes to the By-Laws?

MINUTES: This may be included by subcommittee in the Draft of the Recommendation.

3. Discuss changing CAN Standing Rules to preclude CAN Member from being a Voting Member of the BFT Board of Directors?

MINUTES: As discussed, there is no need to address this unless the Board chooses to add the non-elected voting members to the Board.

D. Discuss the issue with BFT Board Meeting, Public Comments currently having to be made at the beginning of the Board Meeting and not generally allowed after an Agenda Item has been presented by BFT Staff to the Board.

Is this an item that CAN would like to make a Recommendation to BFT Board?

MINUTES: Discussed that the Board has been accommodating some, but not all, issues for public comment after a BFT Staff presentation but prior to the Board voting. It was suggested that we use the recent proposal made by BFT Staff to the Board to approve \$500K for an upgrade to the BFT drop-off zone at Benton County Fair as an example.

A subcommittee was formed made up of Brandon Harbo and Dennis Kreutz. The subcommittee will report status in the August CAN Meeting.

E. Presentation of proposed modifications to the existing CAN Standing Rules for discussion by CAN Members. Frank Cuta and Dennis Kreutz

MINUTES: The modifications are a work in progress and will be presented in the August CAN Meeting for discussion.

BFT questioned what is being changed and it was noted by Frank Cuta that nearly all of the changes are to make the terminology current, such as changing GM to CEO to match how BFT is currently configured.

F. Next CAN Meeting Proposed Agenda Items:

1. Kevin Sliger to present the new Service Plan that is in the process of being developed and provide dates of Public Comment Workshops.
2. Presentation by CAN Subcommittee Members Brandon Harbo and Dennis Kreutz regarding the issue of the BFT Board Meeting Public Comments currently having to be made at the beginning of the Board Meeting.
3. Presentation of proposed modifications to the existing CAN Standing Rules by CAN Subcommittee Members Frank Cuta and Dennis Kreutz
4. BFT Hilary Carlson provide update on status of Frank Cuta's request that he have input into selection criteria of BFT Bus purchases.

7. BFT Board / BFT Staff Comments: 5 Min.

8. CAN Member Comments: 8 Min.

A. MINUTES: CAN Member Frank Cuta requested that his request to have input into selection criteria of BFT Bus purchases be put into the CAN Meeting Minutes.

They are:

1. Seating be a material that is not slippery
2. Flooring material be easy to clean
3. Will WiFi be available on the new vehicles, it is not on any DAR vehicles now?
4. Some of the current DAR vehicles have a box mounted on the floor at the top of the stairs that is a hindrance. He would like to make sure this is not on the new vehicles.
5. The right side of DAR Vehicles should have flip-up seats so that more wheelchair users can be accommodated.
6. Some of the DAR vehicles only have shoulder securements at set locations and this makes placement of multiple wheelchairs difficult. Additionally the forehead shoulder restraint is mounted so far to the front that it is not effective and thus dangerous to a wheelchair user located in the very front location.

Dennis Kreuz pointed out that most of these observations have been made previously to BFT and entered into the CAN Minutes, but no action has been taken that CAN is aware of.

BFT Hilary Carlson stated that she has made note of each of the items brought up by Frank and that she would distribute them to BFT staff.

B. MINUTES: CAN Member Dennis Kreutz reported that BFT Board Chairman McKay and Vice Chair Bauman have requested that the CAN Report be provided in time to be inserted into the Board Meeting Package prior to each BFT Board Meeting and we not make a redundant Report during the Board Meeting. They encourage the CAN to provide CAN Recommendations, and those presentations will be added as an Agenda item.

MINUTES: Through discussion it was determined that this would be acceptable but that an Agenda item should be maintained to provide a time for CAN Recommendations.

C. MINUTES: CAN Member Erik Watkins reported that July 26 is the 35th anniversary of the Americans with Disabilities Act (ADA).

He also commented on the ongoing BFT survey regarding the 22nd Avenue Transit Center and requested that each CAN Member take the survey.

- D. MINUTES: CAN Member Ed Frost recommended that the CAN Members go to the Columbia Basin Badger Club website and listen to the presentation that BFT CEO Tom Drozdt made.

9. Assign CAN Member to Attend next Board Meeting: 1 Min.

Board Meeting August 14, 2025, 6:00 PM BFT Board Room
CAN Member Assigned: Erik Watkins

10. Next CAN Meeting: 1 Min.

Monday August 18, 2025, 6:00 p.m.

11. ADJOURN:

A. Meeting adjourned at: 7:34 PM