

# **Jefferson Transit Authority Board**

## **Meeting Minutes**

Tuesday, August 18, 2009, 1:30 p.m.

Port Townsend Fire Station

Port Townsend, WA

### **CALL TO ORDER/WELCOME**

The Meeting was called to order by Jefferson Transit Authority Board Chair David Sullivan at 1:30 p.m. Other members present were George Randels, John Austin and Catharine Robinson. Phil Johnson was excused.

### **STAFF PRESENT**

Dave Turissini, Leigh Kennel, Van Church, Carla Meyer, Rachel Katz, Mike Pollack

### **CAC PRESENT**

Ali Dyche

Linda Pfafman

### **OTHERS PRESENT**

Melanie Lockhart, Port Townsend Leader

Josh Peters, Jefferson County Transportation Planner

Pam Thompson, Transit Operator

### **PUBLIC COMMENTS**

The meeting was opened to public comments at 1:30 p.m.

Ali Dyche stated that a visitor to the transit booth at the Jefferson County Fair inquired about why Jefferson Transit is not participating in the ORCA card program. Neither she nor John Austin, who was present at the time, had enough information to answer her question. Discussion: the initial infrastructure costs are not worth the expense at this time for the few people in this area who would benefit. Transit Operators honor ORCA reduced fare permits. Operational issues and maintenance costs were also mentioned as deterrents to Jefferson Transit's participation in the program.

John Austin commended the Citizens Advisory Committee and other volunteers for the great job they did at the transit booth at the Jefferson County Fair last weekend.

Public comments ended at 1:37 p.m.

### **CITIZENS ADVISORY COMMITTEE/AUTHORITY BOARD MEMBER REPORTS**

Linda Pfafman reported on the recent CAC meeting. There was a correction to the CAC minutes: Quilcene Fair is September 19, not the 20<sup>th</sup>. There is a need to promote CAC recruitment. One idea

that was favored was to ask the Authority Board to write a letter in support of the CAC that could be circulated to groups, such as service organizations and local committees that have an interest in transit. Ms Dyche commented that she has spoken to some people who are interested but are not able to attend if they are using public transportation. Holding meetings in various locations around the county was suggested.

Ms Pfafman also reviewed discussions at the meeting regarding Smart Trips, Parking Day and the end of providing Medicaid transportation services in October.

Discussion: What uses have we put the GM Old Look bus (1967) to, besides local fairs and festivals? Ms Pfafman stated that the use of it at the Jefferson County fair attracted many people to the booth. Randels suggested that it should be displayed at festivals all over the county and the Olympic Peninsula.

Discussion: Citizens Advisory Committee membership should not be limited to only bus riders. Membership should be recruited from the business community, Chambers of Commerce, etc. Major employers should be approached as well as service organizations and other groups such as the Climate Action Committee.

Discussion: Clarification was requested regarding discussion of a proposed mobility manager position and what influence that position would have locally.

Medicaid issue discussion: Turissini reviewed the outcome of the protest that occurred in Pennsylvania when the state implemented a similar rule that required public transportation to bear the costs of providing Medicaid transportation services. In that circumstance, widespread protest to the state legislature resulted in overturning the rule, but in the current circumstance, the decision was made at the federal level. Turissini speculated that the rule will be implemented and subsequently reexamined when it is found to be untenable.

**Brenda McMillan entered the meeting at 1:50 p.m.**

## **NEW AGENDA ITEMS**

### **New Business: Roadeo Cash Award Policy**

## **CONSENT AGENDA**

- a. Approval of Minutes, July 21, 2008**
- b. Approval of Expenses, July 2009**
  - Operating checks 86143 - 86296: \$357,180.80 (includes payroll of \$149,935.27)

**Motion by Robinson, second by Randels to approve the Consent Agenda. The motion carried unanimously.**

## UNFINISHED BUSINESS

### a. Service Reduction/Comprehensive Service Planning: Update

Turissini stated that the Finance Committee talked about service at their last meeting. Jefferson Transit's financial situation continues to improve but it would still be prudent to reduce expenses early next year in order to rebuild capital reserves. The current service plan proposal is based on input from the public, the Citizens Advisory Committee and previous Board discussion.

The bottom line is a \$150,000 annual savings using the proposed plan.

Proposed timeline:

- The current version will be taken to the public in early September
- Board meeting presentation in September and incorporate adjustments
- Final presentation at the Board/CAC retreat and a public hearing at the October board meeting
- Implement on January 10, 2010

**Carl Thompson entered the meeting at 2:03 p.m.**

Discussion: if the changes from the previous version are minimal, it might be better to not call it a service reduction. An improvement might be "service change" or "service efficiency program", since some of the proposed changes actually increase service in some areas while it is reduced in others. Randels urged staff to refrain from the use of accepted transit jargon when presenting this information to the public.

**Burt Langsea entered the meeting at 2:12 p.m.**

Discussion: the "no transfer" feature of the proposed new routes will cut down on time currently used to transfer wheelchairs from one bus to another.

## NEW BUSINESS

### a. Rodeo Cash Award Policy

Turissini gave some background information about Jefferson Transit's participation in bus rodeos, and its practice of giving cash prizes.

**Motion by Austin, second by Randels to pass Resolution 09-19: Adopting a Rodeo Cash Award Policy.** Discussion: Union objection/endorsement of awarding cash prizes. Rather than objecting to what could be interpreted to be a selective merit pay situation, the union favors participation in the rodeo and even paid for 50% of the cost to send two transit operators to the nationals this year. **Call for the question; the motion carried unanimously.**

## STAFF REPORT

### a. Operations Report

Turissini explained that a dip in ridership in July was related to the gas prices, currently lower this year than at the same time last year.

**b. Financial Report**

Van Church reported the following:

- Operating net income of \$102,000
- Operating within budget
- State Auditor was on site for the last couple of weeks. The audit revealed 3 minor issues but was favorable overall.
- Washington State Department of Transportation audit occurred this morning and focused on contract compliance

**c. Community Van Program**

The program is still suspended pending the arrival of 4 12-passenger vans from Kitsap Transit that are being provided at no cost to Jefferson Transit by the insurance pool.

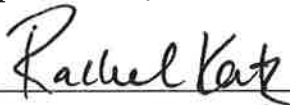
**MISCELLANEOUS/CORRESPONDENCE**

Customer comments:

Skateboard signage: there is plenty of signage but skateboarders still use the loading area at the Park and Ride. Staff has called the police, but there has been no action beyond a reprimand. Mike Pollack stated that it is difficult to enforce, as service exclusions require several steps and it is rarely the same people who are caught violating the no skateboarding rule. Meyer commented that the best solution would have been to have office space available for a service supervisor at the Visitors Information Center so that the Park and Ride could be more closely monitored.

**ADJOURNMENT**

The meeting was adjourned at 2:27 p.m. The next Regular Meeting will be held at 1:30 p.m., September 15, 2009.

  
Rachel Katz, Clerk of the Board

  
Date