

**INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE
AGENDA
July 15, 2013
5:30 PM**

CALL TO ORDER

- | | | |
|--------------|---|--|
| I. | APPROVE AGENDA | 1 min. |
| II. | INTRODUCTIONS & CELEBRATIONS
A. New CAC Members: <i>Mitchell Chong; Leah Bradley;</i>
<i>Sue Pierce; Quinn Johnson; and Alyssha Neely (Michael Van Gelder)</i> | 5 min. |
| III. | MEETING ATTENDANCE
A. July 17, 2013, Work Session (<i>Midge Welter</i>)
B. August 7, 2013, Regular Meeting (<i>Sreenath Gangula</i>) | 3 min. |
| IV. | APPROVAL OF MINUTES - June 17, 2013 | 1 min. |
| V. | CONSUMER ISSUES CHECK-IN
<i>(This is to identify what issues you wish to discuss later on the agenda in order to allocate time).</i> | 3 min. |
| VI. | NEW BUSINESS
A. Employer Commute Trip Reduction Program (<i>Kris Fransen</i>)
B. Agency Commute Trip Reduction Program (<i>Carolyn Newsome</i>)
C. Surplus Van Grant Program (<i>Carolyn Newsome</i>)
D. CAC Purpose and Authority Discussion (<i>Rhodetta Seward</i>) | 20 min.
20 min.
15 min.
25 min. |
| VII. | CONSUMER ISSUES - All | 20 min. |
| VIII. | REPORTS
A. June 19, 2013, Special Meeting (<i>Valerie Elliott</i>)
B. July 3, 2013, Regular Meeting (<i>Valerie Elliott</i>) <i>Highlights Attached</i> | |
| IX. | NEXT MEETING - August 19, 2013 | |
| X. | ADJOURNMENT
Attendance Report is Attached | |

Minutes
INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE
June 17, 2013

CALL TO ORDER

Chair Abernathy called the June 17, 2013, meeting of the Citizen Advisory Committee (CAC) to order at 5:30 p.m. at the administrative offices of Intercity Transit.

Members Present: Chair Steve Abernathy; Wilfred Collins; Valerie Elliott; Sreenath Gangula; Jill Geyen; Roberta Gray; Vice Chair Faith Hagenhofer; Meta Hogan; Julie Hustoft; Don Melnick; Joan O'Connell; Mackenzie Platt; Charles Richardson; Carl See; Kahlil Sibree; Victor VanderDoes; Michael Van Gelder; and Midge Welter.

Staff Present: Ann Freeman-Manzanares; Rhodetta Seward; Dennis Bloom; Duncan Green; Maya Heiland; Meg Kester; Pat Messmer; and Erin Scheel.

Others Present: City of Lacey Mayor and Authority member Virgil Clarkson; and Authority member Karen Messmer.

APPROVAL OF AGENDA

It was M/S/A by Elliott and Hogan to approve the agenda as published.

INTRODUCTIONS

Abernathy introduced Authority member, Citizen Representative Karen Messmer.

RECOGNITION

Abernathy read a proclamation and presented Collins with a clock in honor of his three years of service.

Messmer read a proclamation and presented Abernathy with a clock in honor of his seven years of service.

Abernathy recessed the meeting at 5:37 p.m. for a reception.

Abernathy left the meeting.

Hogan reconvened the meeting at 5:44 p.m.

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Platt arrived.

Hogan read a proclamation and presented Platt with a plaque in honor of her one year of service.

MEETING ATTENDANCE

A. July 3, 2013, Regular Meeting - (Valerie Elliott).

B. July 17, 2013, Work Session - (Midge Welter).

APPROVAL OF MINUTES

It was M/S/A by Melnick and Hustoft to approve the minutes of May 20, 2013.

CONSUMER ISSUES CHECK-IN - Issues for discussion later in the meeting include:

- Elliott asked to discuss a bus schedule issue and bicycle racks.
- Richardson asked to discuss electronic cigarettes.
- See asked to discuss ADA concerns about the location of the General Manager open house and to discuss the upcoming commuter fairs.

NEW BUSINESS

A. Elections - Seward reported at the last meeting, members nominated Michael Van Gelder as Chair and Carl See as Vice Chair. Since only one member was nominated for each position, members may cast a unanimous ballot for both.

It was M/S/A by Elliott and Melnick to cast a unanimous ballot, electing Van Gelder as Chair and See as Vice Chair.

B. 2013 Self-Assessment Results - Seward thanked the members for 100% participation in the self-assessment. She indicated at a future work session, the Authority intends to discuss the purpose of the CAC and how they work together. She reviewed the questions and shared comments noted on the assessment.

- Number 1 - "We remained faithful to our purpose." Someone mentioned the purpose of the CAC wasn't clear. Seward passed out page one of the CAC bylaws describing the purpose of the CAC. She suggested having a discussion at a future meeting to see what the first paragraph means to each member.
- Number 2 - "The CAC represents the community." It was noted currently there are no members with a disability, and the need to continue to focus on

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keeping representation from known growing constituencies, namely minority and senior populations. Seward believes the senior population is well represented. She recommends the members discuss what a minority population means to each member. It was also noted a desire to have a representative from TESC or SPSCC. Seward said Richardson attends SPSCC. She said there were several applicants with disabilities who applied for the open CAC positions.

- Number 3 - "Intercity Transit and the community benefited from our input." Seward said comments were positive and the majority of the CAC feel they represent the community and the community benefits from their involvement.
- Number 4 - "We add value to the Transit Authority's decision." Seward indicated the percentage of those who agree increased from last year.
- Number 5 - "Our meetings are run well." Seward noted several comments were made about Abernathy's ability to keep the meetings on task. However, there were some comments regarding how the meetings tend to run over. Seward said staff needs to be sensitive to the timeframes indicated on the agendas and be more conscientious about sticking to the time allocated. The Chair can also help by keeping discussion to the timeframe allotted and limiting the amount of time for questions and answers. Members can also help by determining what items can be tabled should the need arise.
- Number 7 - "I am prepared for the meetings." Seward noted she appreciates members' honesty - some members read their packets thoroughly and others scan them.
- Number 8 - "I feel comfortable contributing at the meetings." She said someone indicated at times "there's quite a stack of folks waiting to chime in." Seward indicated she appreciated Abernathy's process for watching for members who raised their hands and tried to select each one in order.

Seward indicated the results of the self-assessment will be shared with the Authority at a joint meeting which is yet to be scheduled.

Elliott indicated she attended a recent Authority work session and was impressed by the Authority's interest in the CAC's comments. Elliott and Gray encourage members to attend the Authority meetings. Gray said if you're not assigned to attend an Authority meeting you are still welcomed to attend.

- C. Youth Program and Presentation of Student Work** - Scheel and Heiland provided an update on the work of the Smart Moves youth education programs, and shared recent student/staff work regarding sustainable transportation and community development.

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Scheel started off with a presentation about the issues youth face in trying to commute within the community and indicated the Smart Moves program focuses on elementary through college age students. She said planners began discussing several years ago about the way we build our cities and transportation systems impacts the health of everyone, but in particular young people who aren't getting enough walking, biking or not using transit. There is a Healthy Kids - Safe Streets Action Plan comprised of members of our Authority, Olympia, Lacey, Tumwater and Yelm city councilmembers, planners and city public works staff who talk about ways to make it easier for kids to bike and walk to school and use transit.

Scheel reviewed the problems, challenges and consequences of youth trying to get to and from school. She shared the goals and explained the different Smart Moves programs.

Goals:

- Build a generation of safe and healthy walkers, bikers and bus riders.
- Promote regular physical activity so students stay strong, healthy and ready to learn.
- Reinforce good traffic safety skills.
- Focus on safe walking and bike street improvements, especially within a half mile of schools.

Smart Moves:

- Rolling Classroom - brings students on a bus ride to customer service and maintenance before going through the bus wash.
- Bike PARTners - a program using abandoned bikes left on the buses that would otherwise go to the landfill or get scrapped. Volunteers refurbish the bikes for reuse by youth.
- Walk & Roll - encourages walking, biking and busing in school communities through walk-to-school days.
- Undriving - encourages creative ways to get around.
- Science of Transportation - lessons on kinetic energy to the life cycle of an automobile.

Scheel said with all of the programs combined, Intercity Transit reaches out to about eight to ten thousand students directly in a school year, and with Bike PARTners, we reach approximately 100 kids in a full calendar year.

Heiland gave a presentation about the STEM and Transportation program which is an after-school program at Michael T. Simmons Elementary. She explained Intercity

Transit was approached by the Curriculum Director from the Tumwater school district regarding a STEM grant for the 2012-2013 school year. The purpose of the STEM grant is to get more science technology, engineering and math into everyday curriculum and it happens to be about transportation. The theme is actually exploring global transportation in the 21st Century, and staff figured out the best way to integrate the youth education program with the STEM program. Heiland also showed several short student-produced videos on sustainable communities.

Scheel reminded everyone they are welcomed to join staff on the walks along with the students.

Scheel and Heiland answered questions.

Van Gelder left the meeting.

D. 2013 Bicycle Commuter Contest Update - Green reported on the results of the 26th annual Bicycle Commuter Contest (BCC) hosted by Intercity Transit since 2006. This was his fifth year coordinating the event.

Green explained the purpose of the BCC is to encourage Thurston County residents and workers to use the bicycle for transportation, and to reward and celebrate those who do participate. This year's BCC hit a milestone with the most registered participants (1,655), and there was an excellent level of participation in all of the events including 1,166 who turned in their mileage logs. Green said Intercity Transit recently earned the silver status as a bike-friendly business.

Other statistics include:

- Together all participants completed a total of 118,449 miles
- Completed approximately 15,000 trips or commute days
- There were 77 teams who turned in mileage logs
- Participants rode an average of 100 miles in the month
- There were 543 participants signed up for the first time
- During the month of May the emission of 59 tons of carbon dioxide was eliminated.

The BCC kicks off with the Earth Day Market ride held April 20. It's followed up with the Wrencher's Ball on April 26, and the award ceremony will be held June 22. The BCC also participates in the National Bike to Work Day, whereby many workers ride their bike to work. During that event, Intercity Transit set up six "bike stations" so participants can stop and get a donut and coffee, and mechanics from local bike shops performed minor adjustments on participants' bikes.

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Marketing efforts included electronic media to stay connected (website, a blog and Facebook). Participants are eligible to win in multiple prize categories and random drawings. Green said over 50 sponsors donated coupons and prizes.

Green answered questions.

Hagenhofer arrived.

- E. Proposed September Service Enhancements** - Bloom provided an update on the proposed inter-county service improvements slated to begin September 30, 2013. These proposed enhancements include adding a weekday Express Route 609 between Tumwater and Lakewood; and extending Route 592 Express Service between Olympia and DuPont with service to Seattle.

Bloom explained the public process including Rider Alerts, public comment opportunities, public open houses and other outreach efforts. Bloom provided further details about each route.

Bloom explained this is a demonstration project and is grant-funded. Intercity Transit was awarded the Regional Mobility Grant from the Department of Transportation (WSDOT) and is the first transit system in the state to get awarded operating expenses. Staff asked for four years of funding and the state Legislature approved the first biennium for the first two years. We have two years of funding initially, with a total of four years potentially. Intercity Transit asked for three additional buses for Route 609 and WSDOT funds 80% and Intercity Transit funds the remaining 20%. We received two years of funding for the extension of Route 592. We're contracting with Sound Transit who operates this service, so it doesn't require the purchase of new buses. It's 80% funding from WSDOT and 20% match from Intercity Transit.

Bloom answered questions.

Platt left the meeting.

Elliott wanted to know why Route 609 isn't set up to stop at the DuPont Park-and-ride. Bloom said staff looked at DuPont; however, it's part of Sound Transit's district. Part of it is also due to timing because staff is trying to create an express route. However, if things develop, staff could revisit and consider this at a future date. He said Route 592 will stop in DuPont.

Collins wanted to know why the 592 going northbound starts so early in the morning. Bloom said Sound Transit identified a group of people who work at

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SeaTac airport and their buses are completely packed with workers from TSA, and many of these people are coming out of Thurston County. Also many people who work in Seattle have early morning start times.

O'Connell asked if there is anything in the works from the Hawks Prairie Park-and-Ride straight to downtown Olympia. Bloom said in the long-range plans, staff is looking at inter-county express trips from the park-and-ride lots, with a limited number of stops.

CONSUMER ISSUES

- Elliott asked for a correction to page 64 of the Transit Guide. She believes the schedule for the 62A on weekends is incorrect. She said there is no way to be on the 62A on Martin and Marvin at 5:55 p.m. and arrive at Martin and Meridian at 6:05 p.m. She also noted there are outdated schedules at the bus shelter across from Ralph's Thriftway at 4th Avenue.
- Elliott also commented about how easy it was to use the bus bike racks.
- Richardson asked why electronic cigarettes are not allowed on transit property. Seward said after a considerable amount of research, the no smoking policy included electronic cigarettes. They were found not to be healthy and are not authorized through the Federal regulations. Also, it's difficult for security to determine between them and a regular cigarette when held in the hand.
- See spoke with Larry Watkinson, who is sight impaired. Larry attended the public reception for the General Manager recruitment, and he expressed some concerns about ADA accessibility for getting into the building where the event was held. He also had concerns about the location of the building and the set-up of the room for those who are sight impaired. It was difficult to determine who was talking due to the noise (air impacted the sound).
- See asked if there could be CAC representation at the various public events Intercity Transit conducts to say hello or get public feedback. Kester responded she thought it's a great idea. She said all CAC members are encouraged to attend the events. They can show up when it's convenient or contact any staff member to schedule a time.

REPORTS

Messmer reported on the June 5 Authority meeting and said the Authority authorized the Chair to make a tentative employment offer to Ann Freeman-Manzanares as the General Manager of Intercity Transit. The Authority appreciated the involvement of the CAC in the hiring process. She also noted the Authority formed a subcommittee to interview applicants for the CAC open positions, and the Authority is very excited to see so many applications.

NEXT MEETING: July 15, 2013.

ADJOURNMENT

It was M/S/A by Hagenhofer and See to adjourn the meeting at 7:35 p.m.

Prepared by Pat Messmer, Recording Secretary/
Executive Assistant, Intercity Transit

**INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE
AGENDA ITEM NO. VI-A
MEETING DATE: July 15, 2013**

FOR: Citizen Advisory Committee

FROM: Kris Fransen, Marketing & Communications Coordinator,
705-5836

SUBJECT: Employer Commute Trip Reduction Program

1) **The Issue:** Provide the Citizen Advisory Committee with an update on Intercity Transit's Employer Commute Trip Reduction (CTR) program.

2) **Recommended Action:** Information and discussion.

3) **Policy Analysis:** Intercity Transit supports Commute Trip Reduction efforts in Thurston County.

4) **Background.** Incorporated into the Washington State Clean Air Act in 1991, the purpose of the CTR law is to improve air quality, reduce traffic congestion, air pollution and fossil fuel use in the state's largest metropolitan areas. The law requires large employers to develop and implement programs that encourage employees to find an alternative to driving alone to work. In Thurston County, all state worksites, regardless of size, must have a CTR program.

Intercity Transit works with the Thurston Regional Planning Council to implement Thurston County's CTR program. Intercity Transit's role in this partnership is to provide: access to, and support with, local and statewide CTR-related promotions; on-site support at worksite promotional events; information on how to access and use our services; regional RideshareOnline administration; technology that supports trip reduction efforts; and transit representation on local and regional CTR-related board and committees. TRPC administrates CTR in Thurston County.

5) **Alternatives:** N/A

6) **Budget Notes:** CTR activity is part of Intercity Transit's Marketing and Communications program. The TRPC provides \$7,500 a year for Marketing & Communications staff to implement a Wheel Options rideshare campaign and numerous worksite transit fairs.

7) **Goal Reference:** Goal #1: *“Assess the transportation needs of our community.”* Goal #2: *“Provide outstanding customer service.”* Goal #4: *“Provide responsive transportation options.”* Goal #5: *“Align best practices and support agency sustainable technologies and activities.”*

8) **References:** N/A

**INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE
AGENDA ITEM NO. VI-B
MEETING DATE: July 15, 2013**

FOR: Citizen Advisory Committee

FROM: Carolyn Newsome, Vanpool Manager, 705-5829

SUBJECT: Agency Commute Trip Reduction Program

1) **The Issue:** Provide an update on Intercity Transit's internal Commute Trip Reduction (CTR) program.

2) **Recommended Action:** Information only.

3) **Policy Analysis:** The purpose of this presentation is to provide information on Intercity Transit's Commute Trip Reduction Program for employees.

4) **Background.** Incorporated into the Washington State Clean Air Act in 1991, the purpose of the CTR law is to improve air quality, reduce traffic congestion and minimize energy consumption. The law requires employer-based programs that encourage employees to find an alternative to driving alone to work.

Intercity Transit formed a Cut Commute Committee (CCC) in July, 1991 to develop an "employee friendly" CTR plan that takes into consideration the needs of a public service workforce uniquely impacted by the strict scheduling demands inherent in transit. The CCC has been active in promoting non-solo commutes for 22 years.

Intercity Transit has a commute stipend program, incentives and sponsors a team for the Bicycle Commuter Contest. Currently the committee has staff from Operations, Vanpool, Marketing, Maintenance and Development. The Development Director is the sponsor of our committee.

The CCC works closely with the Wellness and Sustainability Committees to meet the mission of reducing solo car trips to work.

5) **Alternatives:** N/A

6) **Budget Notes:** CTR budget is \$31,350 for transportation stipend, incentives, marketing and training.

7) **Goal Reference:** Goal #1: *“Assess the transportation needs of our community.”* Goal #4: *“Provide responsive transportation options.”*

8) **References:** N/A

**INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE
AGENDA ITEM NO. VI-C
MEETING DATE: July 15, 2013**

FOR: Citizen Advisory Committee
FROM: Carolyn Newsome, 360-705-5829
SUBJECT: Surplus Van Grant Program

1) **The Issue:** To update the Citizen Advisory Committee on our surplus van grant program.

2) **Recommended Action:** For information and discussion.

3) **Policy Analysis:** The Surplus Van Grant program supports the Transit Development Plan's goal of strengthening partnerships with local agencies and non-profit groups by assisting them in meeting their needs for group transportation.

4) **Background:** On September 3, 2003, the Intercity Transit Authority adopted Resolution 07-03 creating the Surplus Van Grant program, making up-to-four surplus vanpool vehicles available each year to non-profit groups in Thurston County's PTBA to meet the transportation needs of their clients not met by Intercity Transit's regular services.

A key aspect of this program is the vehicles must be used for passenger transportation-related purposes for citizens who live within the Public Transportation Benefit Area (PTBA) boundaries. Selection criteria include passenger trips provided, community benefit, coordination of services and ability to maintain the vehicle and service.

The application will be available Friday, July 19 and due Friday, September 13, 2013. Staff will send notices to community groups, prepare a press release, use social media and our website and utilize the Thurston Regional Planning Council's list of community service groups to promote the program. Open houses will be held on Wednesday, August 7 and Thursday, August 22, 2013, to answer questions and show interested parties the vehicles. Staff will make a recommendation for vehicle award at the October board meeting.

Some past recipients of the program include Senior Services for South Sound,

Habitat for Humanity, Behavioral Health Resources, Union Gospel Mission, Boys and Girls Clubs of Thurston County, Pacific Peaks Girl Scouts Council and Bread and Roses.

In their quarterly program updates, grantees report information regarding van usage. Some examples of how the vans have been utilized are as follows: Senior Services for South Sound transport seniors to the Senior Nutrition Program, Services to At-Risk Seniors (STARS), Adult Day Care and Respite, Korean Elders program and to assist seniors with essential errands. Behavioral Health Resources uses their granted vans to transport clients to outings, job interviews and socialization events. Olympia Union Gospel Mission operates a fulltime, addiction recovery program for both men and women in need of stable housing and recovery from addictions. The vans are used for trips to counseling parenting classes, court mandated appointments and service opportunities.

5) **Alternatives:** N/A

6) **Budget Notes:** The surplus van program will result in lost revenue to Intercity Transit from the sale of surplus vans. This is estimated at \$3,500 per vehicle or a total of \$14,000 for the four vehicles.

7) **Goal Reference:** Goal 1: *“Access the transportation needs of our community.”* Goal 4: *“Provide responsive transportation options.”*

8) **References:** N/A

**INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE
AGENDA ITEM NO. VI-D
MEETING DATE: July 15, 2013**

FOR: Citizen Advisory Committee

FROM: Rhodetta Seward, (705-5856)

SUBJECT: CAC Purpose and Authority Discussion

1) **The Issue:** Should the purpose of the Citizen Advisory Committee be recommended for change or continue as written in the bylaws.

2) **Recommended Action:** Discuss the current purposes; proposed changed to the bylaws if deemed needed for clarity.

3) **Policy Analysis:** The Citizen Advisory Committee has an adopted set of bylaws which can be amended. Changes to the purpose and authority section of the CAC would require support from the Intercity Transit Authority.

4) **Background:** As a result of the self-assessment in June, it was agreed the Citizen Advisory Committee would spend some time discussing their purpose to ensure members understand the purpose as set forth in the bylaws, and to reach clarity. If there are any recommendations for change, those changes will need to be sent forward to the Intercity Transit Authority for their consideration, as the CAC reports to and provides advice to the Authority.

Staff will be prepared to address concerns and brainstorm ideas with members of the CAC, which can then be shared with the Authority. If changes are needed to the bylaws, after the Authority has an opportunity to have discussion, they can be brought forward at a later time for consideration.

5) **Alternatives:** N/A

6) **Budget Notes:** N/A

7) **Goal References:** The CAC works with the Authority to meet all goals of Intercity Transit.

8) **References:** Page 1, Purpose and Authority of Bylaws.

**INTERCITY TRANSIT
CITIZEN ADVISORY COMMITTEE**
Bylaws

PURPOSE AND AUTHORITY

To advise the Intercity Transit Authority concerning transportation issues, to advocate for transportation choices and to represent the public in accomplishing Intercity Transit's mission and goals. (Amended 07/16/01; 03/05/08)

The term "policy issues" includes issues related to Public Transportation Benefit Areas (PTBAs), the Transit Development Plan (TDP), other plans or service planning efforts of Intercity Transit, the agency's budget and programs of capital projects and operating services, and general operating practices of Intercity Transit.

The CAC is advisory to the Authority, not the agency.

COMPOSITION

The CAC shall be comprised of no more than twenty members appointed by the Intercity Transit Authority. One position is specifically reserved for a 15-19 year old from Thurston County. Membership shall reflect Intercity Transit's service area. Representation from each of the following groups shall be sought:

- Senior Citizen(s)
- Persons with Disabilities
- Local College Student(s)
- Chambers of Commerce
- Business Representation (large and small)
- Service User(s) (fixed route, vanpool, DAL; Star Pass Holder)
- Youth (15-19 year old)
- City/State Transit Demand Management Coordinator(s)
- Social Service Agencies
- Medical Community
- Neighborhood Associations
- Rural Community
- Citizens-at-Large
- Native American
- Environmentalist
- Bicyclist

It is recognized a member may represent more than one of these groups. (Amended 07/16/01; 12/20/04; 2/14/11)

Authority Meeting Highlights
a brief recap of the Authority Meeting of July 3, 2013

Action Items

Wednesday night, the Authority:

- Conducted a public hearing to receive and consider public comment on the proposed 2014-16 Transportation Improvement Program (TIP) and 2013 Revised Projects list for projected Federal Transit Administration (FTA) funded projects for programming into the local, regional, and state planning documents. (*Bob Holman*)
- Conducted a public hearing to receive and consider public comments for extending Sound Transit Route 592 from DuPont to Olympia and implement a new Intercity Transit Express route between Tumwater and Lakewood. (*Dennis Bloom*)
- Accepted the process for selecting a vendor for the ACS Upgrade and authorized the General Manager to purchase three servers from the Dell Corporation in the amount of \$30,182, including taxes and one EMC SAN storage device from Xiologix in the amount of \$38,637, including tax. (*Marilyn Hemmann*)
- Authorized the General Manager to add Intercity Transit as an affiliate to Thurston County's agreement with Point and Pay for electronic payment processing, at a cost to the agency of 2.5% of the total amount of each electronic payment or \$2.00, whichever is greater. (*Marilyn Hemmann*)
- Appointed new members to the Citizen Advisory Committee as follows:
 - *Alyssa Neely to the youth position for a one-year term beginning July 1, 2013, ending June 30, 2014;*
 - *Appoint Quinn Johnson (a youth), to a one-year term to begin July 1, 2013, ending June 30, 2014;*
 - *Appoint Mitch Chong to a term beginning July 1, 2013, ending June 30, 2015. This will be a partial term completing a vacated term. He will be eligible for three 3-year terms should he seek reappointment.*
 - *Appoint Sue Pierce and Leah Bradley to a term beginning July 1, 2013, ending June 30, 2016.* (*Rhodetta Seward*)

Other Items of Interest

- The **arbitration hearing** was completed on June 17th and 18th with the ATU, and we expect a decision in about 90-days.
- We held our first **joint labor management meeting** with the ATU July 2, 2013, addressing some important issues.

- **Ridership** for June is estimated at 335,000, which is a 9.5% drop from last June. Total ridership for 2013 is down about 3.5% from 2012.
- We have **211 active vanpools**, which is still two groups down from losing nine in January.
- We have several outreach programs going on, including **Dump the Pump**. We will be in the **Tumwater 4th of July Parade and the Lakefair Parade** this month.
- We bid farewell to **Duncan Green**, BCC and **Maya Heiland**, Youth Education Specialist earlier today. Duncan promises he will return again next year to coordinate the Bicycle Commuter Contest. Maya is returning to the east coast to pursue her teaching certification.
- We announced our “Excellence In Transit” honorees in June; they will be honored at the WSTA Symposium in Spokane in late August as well as at our TAD event August 14th. They are **Operator, Joe Byrd; Transportation Supervisor Rudy Vento; and Travel Trainers Erin Pratt and Curt Daniel (team)**.
- We are sending two teams to the WSTA Rodeo in Spokane in August. Operations is sending **Operators Nicci Anderson, Dan Savage and Dan Tryon**. Maintenance is sending **Technicians William Snyder, Joe Bell and a third to be announced**.

Rhodetta Seward

Prepared: July 3, 2013

Attendance Tracking

		7	8	9	10	11	12	1	2	2	4	5	6
CAC	Members	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13
Leah	Bradley												
Mitch	Chong												
Valerie	Elliott			Joint	Absent		Canceled						
Sreenath	Gangula			Joint	Absent		Canceled				Absent	Absent	
Jill	Geyen			Joint			Canceled						
Roberta	Gray			Joint		Absent	Canceled					Absent	
Faith	Hagenhofer			Joint	Absent		Canceled				Absent		
Meta	Hogan			Joint			Canceled	Absent					
Julie	Hustoft			Joint			Canceled		Absent				
Quinn	Johnson												
Don	Melnick			Joint		Absent	Canceled						
Alyssa	Neely												
Joan	O'Connell			Joint		Absent	Canceled			Absent			
Sue	Pierce												
Charles	Richardson		Absent	Joint			Canceled		Absent				
Carl	See			Joint			Canceled						
Kahlil	Sibree			Joint			Canceled						
Midge	Welter			Joint			Canceled					Absent	
Victor	VanderDoes						Canceled						
Michael	Van Gelder		Absent	Joint			Canceled						