

Authority Meeting Highlights
a brief recap of the June 15, 2022, Authority Meeting

Wednesday night, the Authority:

- Approved a structure adjustment of 4.24% as recommended in the 2022 Non-Represented Employee Compensation Review. *(Ann Freeman-Manzanares)*
- Authorized the General Manager to execute a contract amendment with ALS for landscaping and grounds maintenance services at Intercity Transit facilities for a period of one year in the amount of \$88,025, including sales tax. *(Katie Cunningham)*
- Approved an increase in the total not-to-exceed amount of the contract for services supporting the CAD/AVL implementation with IBI Group to \$478,583.00 and authorize the General Manager to execute an amendment to extend the contract with the IBI Group through July 9, 2023. *(Jeff Peterson)*
- Authorized the General Manager to execute Task Orders 2 and 3 with Iteris, Inc. providing additional contract authority of \$526,862.33 for a revised total not-to-exceed contract value of \$667,642.33 supporting engineering and consulting services for implementation of the Transit Signal Priority and Thurston Smart Corridors. *(Eric Phillips)*
- Adopted amendments to Resolution 01-2022 Amending Appointment Agent to Receive Claims for Damages and Resolution 02-2022 Appointing Auditing Officer. *(Ann Freeman-Manzanares)*
- Scheduled a public hearing for July 20, 2022, at 5:30 p.m. to receive public comment on proposed changes to the vanpool fare policy providing clarifying language that passengers 18 years of age and younger can ride vanpool free of charge. *(Ann Freeman-Manzanares)*
- Deferred to the next Authority meeting the process, timeline, and selection of three Board members to participate on the ad-hoc committee to interview Community Advisory Committee candidates. *(Ann Freeman-Manzanares)*
- Reappointed Citizen Representative Sue Pierce to a second three-year term on the Intercity Transit Authority Board, effective January 1, 2023. *(Ann Freeman-Manzanares)*

Other Items of Interest:

- Welcomed **Kristen Wilson, Vehicle Detailer; Craig Laslie, HR Analyst; and Jana Brown, Chief Financial Officer.**
- Received an update on the Bicycle Commuter Challenge. *(Duncan Green)*

General Manager's Report:

At the May 18, 2022, Authority meeting, through public comment, several members of the community requested Intercity Transit reinstate the mask mandate on the buses and the Authority requested staff address the issue. On April 18, 2022, the Transportation Security Administration released a statement that they would no longer enforce its Security Directives

and Emergency Amendment requiring mask use on public transportation and transportation hubs. They did include in that statement that the Centers for Disease Control and Prevention (CDC) continue to recommend that people wear masks in indoor public transportation settings.

Requiring all passengers to wear masks in order to ride is something that IT likely has the ability to do. However, this would place our Operations staff in harm's way. At one time, it would be fair to say that fare collection was the number one source of conflict between passengers and Operators, until the mask mandate took effect. Throughout the pandemic Intercity Transit has followed all public health orders. Freeman-Manzanares spoke to the Thurston County Public Health Officer, who is not looking to issue an order around mandatory masking at this time. That could change for the CDC, TSA and our Public Health Officer as this, or other situations involving public health evolve, but mandatory masking is not recommended at this time.

Intercity Transit follows the CDC's statement encouraging the use of masks on public transportation in our promotional materials. IT encourages staff to wear masks but is not mandating it. The Department of Justice filed an appeal challenging the federal judges' April order that overturned the mandate. Intercity Transit will stay tuned and share information as it becomes available. However, the current recommendation is to continue to follow the public health's directions.

The Pattison Construction Team is preparing to review 50% construction documents for the next phase of the South Parcel, which includes the maintenance building and the remainder of the site, in anticipation of submitting permits at the end of September or beginning of October. Permitting could take three to six months and staff is under some pressure to pull things together.

The Pattison Street North Parcel Construction tours are scheduled for Monday, June 20 starting at 3 p.m. and Wednesday June 22, starting at 2:30 p.m.

Intercity Transit held a virtual audit again this year. Suzanne Coit requested an early audit to ensure it was completed prior to her retirement. The audit was very successful and finished in a really short period of time due to the prompt response by IT staff.

The state auditor completed their review of Intercity Transit with no findings. Audit Highlights included:

- *Transit responded promptly to requests and provided all of the documents necessary to complete the audit in a timely manner.*
- *Transit has good processes in place to ensure its financial data is fairly presented in all material respects.*

Freeman-Manzanares thanked staff for their work, day in and day out to ensure IT completed a clean audit. Freeman-Manzanares gave a shout out to Suzanne Coit and her finance team (*Kiera Maryott, Brian White, Bill Nevue and Lori Vani*). This also includes *Jessica Gould (Grants)* and Procurement staff (*Steve Krueger, Tammy Ferris, Jeff Peterson and Katie Cunningham*) for their hard work on the 2021 audit.

Intercity Transit is pleased to welcome the City of Olympia Familiar Faces folks downtown in the Olympia Transit Center office. That is a great benefit to IT and the City of Olympia.

Intercity Transit had 24 confirmed cases of COVID between June 1 and June 13. This is more positive cases than experienced between January 1 and January 13, 2022. Prior to COVID, Intercity Transit had 255 Operators and currently there are 195 active Operators. IT is focused on enhancing recruitment efforts for positions throughout the organization. If anyone knows of someone who would like to join Intercity Transit, please have them contact us or visit our website at www.intercitytransit.com.

Prepared June 16, 2022
Pat Messmer/Clerk of the Board