

Minutes
INTERCITY TRANSIT AUTHORITY
Regular Meeting
October 18, 2023

CALL TO ORDER

Chair Gilman called the October 18, 2023, meeting of the Intercity Transit Authority to order at 5:33 p.m. This was a hybrid meeting held at the Pattison Street facility.

Members Present: Chair and City of Olympia Mayor Pro-Tem Clark Gilman; Vice Chair and Community Representative Justin Belk; Thurston County Commissioner Carolina Mejia; City of Tumwater Mayor Debbie Sullivan; City of Lacey Councilmember Robin Vazquez; Community Representative Sue Pierce; Labor Representative Mark Neuville.

Members Excused: City of Yelm Councilmember Brian Hess; Community Representative Don Melnick.

Staff Present: Emily Bergkamp; Eric Phillips; Daniel Van Horn; Pat Messmer; Steve Krueger; Brian Nagel; Jason Aguero; Ramon Beltran; Zach Heinemeyer; Katie Cunningham; Tammy Ferris; Jonathon Yee; Jessica Gould; Heather Smith; Michael Maverick; Matt Kenney; Thera Black; Rob LaFontaine; Tunisa Price; Nick Demerice; Peter Stackpole; Dena Withrow.

Others Present: Jeff Myers, Legal Counsel; Eliane Wilson, Community Advisory Committee; Dale Learn, Gordon Thomas Honeywell.

APPROVAL OF AGENDA

It was M/S/A by Vazquez and Pierce to adopt the agenda as presented.

PUBLIC COMMENT - None.

APPROVAL OF CONSENT AGENDA

It was M/S/A by Sullivan and Vazquez to adopt the consent agenda as presented.

- A. Minutes - September 6, 2023, and September 20, 2023, Minutes**
- B. Payroll September: \$4,733,252.44**
- C. Accounts Payable September: \$2,787,554.39**
 - Warrants: \$2,769,293.82
 - ACH Payments: \$18,260.57

NEW BUSINESS

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A. Federal Advocacy Report. Federal Advocate, Dale Learn from Gordon Thomas Honeywell (GTH) provided an update on activities affecting public transportation in Washington D. C. and provided insight on what is going on in Congress.

Learn said he engages with a very influential and involved delegation on our issues, including House Member Marilyn Strickland, who is a member of the Transportation & Infrastructure Committee. The Biden Administration is pro-transit and sees transit as a major pillar of their Climate Action Plan and their transportation equity efforts, and we remain engaged there. Finally, GTH works with the prominent D.C. trade associations like the Bus Coalition and American Public Transportation Association (APTA), and there's discussion about having IT come back to D.C. for the APTA conference in the spring of 2024.

Learn said Congress has been very helpful for transit including the pandemic response, several pieces of new legislation, and a good Administration on the issues. We are far away from debating the end of the transit, which we used to debate not all that long ago.

Learn said the House is in a chaotic place, trying to find its identity, getting rid of one Speaker for simply working to do the Federal legislature's basic business, then trying one candidate who's one of the most prominent performative politicians in America points to that dysfunction. But any issues we may have with the new House and how they function relative to working with the Senate or the Administration is less of a problem for transit than it is for others relying on the federal government. This is due in part because the Federal Transit Funding operates as a user fee and is therefore less reliant on general appropriations. Things like shutdowns and long continuing resolutions have less of an impact.

Learn went on to discuss more specific Congress and Administrative action that impacts IT. He reviewed the budget, the new infrastructure law, and how Congress is weighing in more directly with funding for transit, but they're all interconnected. Congress stepped up to help transit with the issues during the pandemic, and then with the new legislation for the new Senate Transportation Bill, it took a long time to get a lot of our transit accounts back to where the funding was stripped in MAP 21, which is many years ago. The increases in the House and Senate Bills this year added to it and added the Infrastructure Investment and Jobs Act (IIJA) increases, transit is in a good place. For example, the Bus and Bus Facility accounts (Section 5339) have more than tripled since 2015 and went from \$427M nationwide to \$1.6B. Intercity Transit has always been aggressive at pursuing funds, whether in those accounts or others.

Learn said we've been successful with a large amount of funding for the Pattison facility. We've looked at and evaluated grant funding in a lot of different areas including alternative fuels, transportation-oriented development, and workforce development. Learn said it's important we remain aggressive, especially as we

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transition to a Large Urbanized Area (L-UZA). Some of those funds would be from the current Administration, seeing that their priorities focus a lot on climate impacts and underserved areas. Learn said we interact with the FTA on our apportionments under the authorization in fiscal year 2023 with the urbanization and Small Transit Intensity Cities (STIC) formulas.

The Infrastructure Investment and Jobs Act (IIJA) aka Bipartisan Infrastructure Law (BIL) was finalized at the end of 2021. This bill establishes the prevailing federal policy and authorization levels for transportation at the federal level between 2022 and 2026. It provided approximately a 43% increase overall in legacy transit accounts from the Fast Act and if you include those supplemental appropriations over the last several years, we've seen an 83% increase over most of the federal transit accounts. Programs like the Bus and Bus Facilities program, alternative fuels, the capital investment grants, and Small Starts which might fund future Bus Rapid Transit (BRT) projects. We're looking at Small Starts and it's something he would encourage, but it takes a lot of process. It's a good program and as we move forward in that analysis, we certainly see that as an opportunity for more funding than there was in the past. We've been exploring alternative fuels and just a few days ago, the Department of Energy (DOE) awarded the Pacific Northwest Hydrogen Association \$1 billion to encourage the production and use of hydrogen in the region. This group is a consortium of organizations, many in transportation, and having that in our backyard could be very helpful as we consider these fuels for our fleets. The BIL also increased funding for multimodal programs like Raise. We've looked at those in the past and applied at least once for those funds for programs to promote resiliency and to assist seniors and those with disabilities.

Learn highlighted a few programs that were new to the IIJA/ BIL. The Innovative Coordination Access and Mobility Program, Enhancing Mobility Innovation Program, all stations, accessibility program, various transportation, TOD programs, there's an Inflation Reduction Act program called the Neighborhood Access and Equity Grants, and the first round funded few projects that were transit related and so these are a lot of opportunities for us in the future. But if we have a solid plan and a solid agenda for the federal side and we're working hard in a lot of different issues, we can find those opportunities as they come up and hopefully get some solid federal funding as we often have in the past.

Learn said we're in the third year of the resurrected Congressional earmarks system. The Senate calls them Congressionally Directed Spending (CDS) and the House calls them Community Project Funding (CPF). Right now, we're in the third year of the CPF/ CDS process from now until November 17, finishing in December. The CDS and CPF process over the last three years has been light for transit due to all the federal funding from the COVID relief legislative bills as well as the large increases from the IIJA/ BIL Law. We applied in FY23, and we received \$1.8M for the Zero-Fare Bus Stop Access Improvements project. There were only five projects that were awarded in Washington state in that process and FY23 and we were one. It is

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working with them as they struggle with staffing issues, but we hope to move forward with that and anticipate getting that money awarded very soon. Overall, the CDS/CPF process will remain and hopefully, we will continue to look to request funding for projects that fit in and it's more of a narrow process than it was in its previous iteration, but as in FY23, we found a good project that fits, and we were successful.

B. Declare Coach #402 as Surplus. Procurement Coordinator, Katie Cunningham, presented Coach #402 as surplus. Coach 402, a 2010 forty-foot Gillig Low Floor hybrid heavy-duty bus, was recently involved in an accident. Based on an assessment provided by WSTIP, Intercity Transit's insurance provider, the total estimated pre-accident fair market of the vehicle is \$41,184. The estimated cost to repair the damage to this vehicle is \$160,700, which exceeds its fair market value, and the vehicle has therefore been deemed a total loss. The vehicle has met federal useful life requirements with approximately 750,000 miles and 13 years of service. Staff is requesting the Authority declare Coach 402 as surplus. The recommended action is to work through WSTIP to facilitate sale of the vehicle through its salvage dealers. Based on the information provided herein, staff is requesting the Authority declare Coach 402 as surplus.

It was M/S/A by Vazquez and Mejia to declare Coach 402 as surplus to our needs.

C. Marketing & Communications Update. Nick Demerice, Chief Marketing and Communications Officer, provided an update on several projects going on in Marketing and Communications (M/C), including a new fall/winter campaign they are launching, and he reviewed the communication goals and responsibilities.

Demerice said there are three primary audiences within the organization. M/C are focused on ensuring internal staff understand what's going on to make them feel connected, especially in the new hybrid environment. The communication requirements for customers to ensure they know what's going on such as service outages, service communications, etc., and it's critical everyone has timely, clear and actionable information. As a public service, we are indebted to make sure our community understands what we're doing, why it's important, and they feel invested in Intercity Transit.

Demerice said M/C adopted a philosophy of taking the right information at the right time, delivered to the right people in the right way to achieve equitable and effective communications. This is an evolution in our industry - it's not one size fits all anymore. It's a new thinking using all these different communications tools to inform people where they are and help them feel engaged with the information in the way they need it. M/C is trying to think about our holistic strategy, and we're good at talking to the people who we currently talk to like the customers who sign up for our List Serves, who get our emails and texts.

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Demerice said M/C is a small but mighty marketing and communications team with four staff members, and one current vacancy: The team consists of Demerice, Nicky Upson, Ally McPherson, and Tunisia Price. This is a pretty small group for all of the work they produce. Demerice said there are different buckets of work they do, thinking about service communications, like the Rider Alerts every time a bus stop gets missed or to detour a bus because of a down power line. That's a combination partnership between the Operations, Planning and Communications team to make sure information gets out quickly and accurately.

Demerice said IT has two external websites – the Bicycle Commuter Challenge website and the general Intercity Transit website, and brand new is the employee Intranet launched in July. IT staff are often out in the community talking to people, educating them about the things IT does, handing out gifts, spinning the prize wheel, having all kinds of fun. Often times, Operators participate in the events, like the Bubble and Jingle buses, and they talk to people about what it's like to drive a bus for IT. It's an incredible partnership.

IT has the usual social media sites – Facebook and Twitter. M/C is constantly reevaluating these as effective tools because they are constantly evolving. The social media site formerly known as Twitter is changing the prioritization of their posts and not going sequentially anymore. This makes it difficult to communicate service alerts through that methodology.

Demerice said Marketing and Communications are the owners of the design standards and branding within the organization. Communications is involved in just about every major project within the agency that has a communication component.

Marketing and Communications just adopted a formal policy on how the agency utilizes and engages in social media, and the policy can be found on the IT website. The policy includes an explanation used as a tool we established with best practices of many of our other public partners, i.e., policy requiring comments, speech remained the topic at hand as well as recommendations and limitations for personal use.

Demerice said he's always surprised when talking with people in the community about their lack of knowledge about the types of services IT provides. For example, many don't realize we are zero fare; they don't know about Walk N'Roll or Village Vans or even Vanpool or the bike programs. There was overwhelming support from the community to invest in Intercity Transit and then COVID happened and the whole world changed. This organization pivoted in such an incredible way to deliver unique service, allowing employees who could, work from home to keep the staff who had to be onsite safer, plus continuing the construction work on the Pattison facility and the OTC.

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Demerice said to launch a “campaign” requires two primary goals. To increase ridership and program participation across all demographics within the service area; and to demonstrate to community members who do not use our services that their tax dollars are a wise investment in our healthy and vibrant community.

Demerice reviewed the 3-phase plan reengagement with the community to better understand what the community is interested in and as we think about those goals, what are the messages within those different groups that are going to be useful to help get them to achieve those goals, either believing in the value of the service we provide or checking out our services and give them a shot.

Demerice said M/C is currently in phase 2 and conducted a number of focus groups two weeks ago and received a tremendous response. Staff are meeting with our ad agency to develop some personas that will help identify key messaging and methodology on figuring out that communications philosophy and rubric on how we are going to communicate to people, figure out where they already are and how we're going to communicate to them.

Demerice said over 130 people volunteered for these hour-long focus groups who were offered a stipend for their time as is normal practice when conducting focus groups. The three groups consisted of current riders, potential riders and those unlikely to ride, and they self-identified this in their application. M/C sent out a survey to the other 100 people who didn't get picked and asked them to fill out a survey if they'd be interested to answer some of the questions. The take-away showed we already have tremendous support from the community.

The second goal is people believing in the value of public transit, believing that it's a good investment and it still remains an important investment, have a healthy, vibrant community is alive and well. Even within the groups of potential riders and unlikely to ride, there was a high lack of awareness about the zero-fare pilot, and how that was going. In the unlikely to ride or potential rider category, we heard about safety concerns, however, from current riders, we didn't hear about safety concerns. They had concerns about getting to the bus stop or standing at a bus stop late at night, but they all said once they're on one of our buses they feel very safe and well cared for. One participant said specifically, they like how we hire our coach drivers for their customer service skills before their driving skills.

The next phase will be the opportunity to push paid and earned media out into the community. M/C will include paid partnerships with local news to reinforce these messages. Once we have these key messages identified, we can use that framework to make sure we're using mutually reinforcing messages to build that awareness within the community.

D. Selection of CAC Candidates for Interviews. Interim General Manager, Emily Bergkamp said in response to the CAC recruitment, 14 applications were received to

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fill vacancies. The Authority is asked to review and select the applications for the interview process.

The interviews will be held November 1, and the panel is expected to make a recommendation to the Authority at the December 6 meeting.

The interview panel consists of Board members Debbie Sullivan, Don Melnick and Sue Pierce. CAC members are Ty Flint, Nicole Smit, and Clair Bourgeois.

It was M/S/A by Vazquez and Mejia to offer interviews to all applicants and host panel interviews to engage with applicants for the CAC vacancies before final selections are made.

- E. 2024-2029 Draft Strategic Plan Review / Set Public Hearing.** Bergkamp did a broad overview of the draft Strategic Plan and requested a public hearing for November 15, 2023. Bergkamp said staff is making steady progress to restore pre-COVID levels of service. Currently, we are at 88% of our pre-pandemic levels of service and 79% of our pre-pandemic ridership. The strategic plan remains focused on clearing the hurdle of achieving 100% service levels. Once this is realized, focus will return to implementing the nine promises from Proposition 1.

The 2024-2029 strategic plan is an update from the 2023-2028 strategic plan. Part of this is because while we've made progress to restore service levels, we're still not there yet. The guiding principles from 2023-2028 continue to be relevant until service is fully restored and remains unchanged.

The review of our mission and vision, goals and end policies, design principles, and policy positions with the Board, is a process the permanent General Manager should oversee. Bergkamp feels as the Interim General Manager, her job is to keep IT on course, so therefore, her goal this year is to keep the strategic plan status quo versus creating a new plan. Many of the guiding principles remain unchanged because of our restoration status. However, she did update some historical background and funding information to reflect changes over the past year.

Bergkamp reviewed the different sections of the Strategic Plan. Much of the definition of the levels of public transportation is established through revisiting policy positions each year with the Authority. Intercity Transit staff works with the Authority to identify policy issues facing the agency for the duration of the Strategic Plan.

Determining the amount of revenue comes from monitoring and evaluating economic outcomes and how that might impact our finances. Implementing service consistent with the long-range plan, continuing to closely monitor revenue collections, operational costs and capital programs is essential. We must be financially constrained. This sets the expectation that we will only spend the amount

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needed for the growth planned. The strategic plan is important in this regard because it becomes a beacon we can look for in good times and bad. This is why the capital improvement plan is so important. It helps us dedicate dollars for upcoming and future capital needs and becomes a savings account for the future. Sources of revenue are clearly identified as sales tax, plus state and federal grant funding. Bergkamp said 80% of revenue comes from sales tax and remaining comes from state and federal grants and miscellaneous income, mostly from the Vanpool program.

Bergkamp said the strategic plan reviews the current state of affairs with the lack of available potential employees, that the sluggishness in hiring has been the main contributing factor in restoring service. Service levels have remained within our means of the staff to be able to support them. Throughout the pandemic, Intercity Transit did an excellent job of not promising more than we could deliver to ensure the integrity of our schedules.

The first Strategic Plan adopted by the Intercity Transit Authority was the 2002-2007 Strategic Plan. This was after the reduction of the PTBA following I-695. Afterwards, the strategic plan focused on doubling the amount of sales tax through voter approval. In September 2002, voters within the new PTBA approved an increase in sales tax from .3% to .6%. This allowed the adoption of the service plan that expanded service over a 3-year period. Growth in sales tax revenue and lower than expected expenses in the 2003 to 2006 time period combined to allow an additional service expansion in February 2008. Bergkamp reviewed the remainder of the historical highlights.

Bergkamp reviewed the Mission and Vision statements, which are often confused and sometimes used interchangeably. However, there are important differences. The Mission Statement outlines why an organization exists. The Vision Statement reflects what organizational success looks like. It serves as our guide to action. It is consistent with the organization's values. It challenges and inspires us to achieve our mission.

The Intercity Transit Authority adopts a new set of goals each year, unless the goals from the previous year remain unchanged. As discussed already, these will remain the same, but this is an excellent time to revisit them. Bergkamp reviewed the current eight Goals and End Policies.

Intercity Transit is the leader, major advocate, and prime source of information for public transportation in Thurston County.

- Accessible, lifeline transportation.
- Providing viable transportation options to those with choices.
- Supporting employment and economic growth.
- Partnering in building a livable community.
- Emergency Response.

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Demands for service are higher than our ability to provide it, forcing difficult choices for community members and the agency. A focus on performance forms the basis for numerous established policies and is continued by this plan. Intercity Transit focuses on productivity, measured by the passengers per revenue hour on a route, as the best way of determining service effectiveness and for allocating available resources.

In developing recommendations for the Thurston County PTBA, seven general design principles were identified. These principles guide development of a public transportation system appropriate for our PTBA over the next six years. These principles provided guidance in the development of a Short- and Long-Range Service Plan. Bergkamp reviewed the principles:

1. Operate a range of services, each designed to meet the needs and capabilities of the neighborhoods it serves.
2. Strengthen service operating along major corridors.
3. Reduce customer travel times.
4. Keep pace with development.
5. Expand regional express routes.
6. Support a range of transportation choices.
7. Provide fixed facilities and equipment that support the region's public transit infrastructure.

These categories have been heavily impacted by the long-range plan, COVID, the development of a BRT pilot, coordination of services with other regional providers and school districts, improving amenities, technology replacement and emerging technology needs, reimagined vanpool service, care and maintenance of our park & ride facilities, specialty services such as Village Vans, Community Vans, and the Surplus Van Grant, providing accessible service to people with different abilities through Fixed Route, DAL, Travel Training and Bus Buddies, the Zero Fare pilot, being fiscally responsible, taking steps to lower our carbon footprint through analysis of zero emissions technology, and a commitment to deliver enhanced service within the PTBA boundaries.

Bergkamp reviewed Section 2 of the Policy Positions. Intercity Transit staff works with the Intercity Transit Authority to identify policy issues facing the agency for the duration of the Strategic Plan. These issues fall into five general categories:

- Fixed Route Service and Service Design
- Capital Investments
- Financial Issues
- Other Intercity Transit Services
- General Policy Issues

Bergkamp reviewed Section 3 - Recommended Service Plan, addresses a recommended service plan, and we're focused on restoration and the Transit

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Development Plan forecasts IT may get back to that in 2025. Intercity Transit's recently adopted Transit Development Plan forecast for years 2023 - 2028 reflects Intercity Transit's expectation to restore nearly all of fixed route and corresponding DAL service that was reduced or suspended during the pandemic. Beginning in 2025, Intercity Transit projects a transition from restoration of service to a state of positive growth and expansion.

Bergkamp reviewed Section 4 - Capital Plan. Staying the course with Pattison Street Facility rehabilitation and expansion to ensure effective operations of services for the next 3-4 decades. Keep building out the Capital Improvement Plan to ensure we have the tools we need to ensure responsible operation of services as a lifeline provider. Intercity Transit will continue to pursue the rehabilitation and expansion of the Pattison Street Facility, enhancements at bus stops, transit centers, and park-and-rides and the technical advancements identified in this plan and the 2024 budget.

Bergkamp talked about Section 5 - Financial Plan. This is a philosophy about planning service within our means today. Our intent is to move forward cautiously and the goal of the 2024-2029 Strategic Plan is to implement capital improvements and a level of service which can be sustained for the foreseeable future.

Some of the things that we talk about with the philosophy of how we finance the strategic plan is really managing growth, while growth in public transit is really a good thing, it's always very helpful for us to be able to manage that growth. Originally after the passing of I-695, the PTBA boundary was pulled in because we knew that we would not be able to provide financial support at that level of service in Thurston County. We make sure to watch growth anytime we implement a new route with that comes ADA paratransit service within 3/4 of a mile. Those are the types of things that we want to just be aware of as we're moving through the future years of this strategic plan.

We have a pretty major technology purchase coming up - Enterprise Resource Planning Software which is going to be a challenge to implement. The ERP will touch everything the agency does. We want to make sure we are being strategic about how that gets implemented. The cost of services, maintaining a close eye on what our fuel is costing as well as other services and making sure we understand if something is increasing, why that is happening, if there might be some other alternatives. Maintaining a state of good repair is always first and foremost. During our hydrogen pilot, we will be able to purchase up to five hydrogen vehicles. But past that, as we start to implement a zero-emissions transition plan that's also going to need financing as far as replacing those vehicles. Bergkamp said she thinks IT did a really good job of designing and planning this building and the maintenance remodel is future proofing. The Pattison facility is meant to last the next three to four decades.

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It was M/S/A by Pierce and Belk to schedule a public hearing on Wednesday, November 15, 2023, at 5:30 p.m. to receive comments on the 2024-2029 Draft Strategic Plan.

COMMITTEE REPORTS

- A. Thurston Regional Planning Council (Oct. 6).** Sullivan said Steven Hershkowitz, from Washington State Department of Commerce, presented an overview on the Interagency Electric Vehicle Coordinating Council's (EV Council) statewide Draft Transportation Electrification Plan (TES). The vision of the plan is residents in Washington State and visitors can use an EV and have access to convenient, reliable, and affordable charging stations. The full presentation can be found here: [PowerPoint Presentation \(trpc.org\)](#). The Draft Transportation Electrification Strategy (TES) link: [Transportation Electrification Strategy - Washington State Department of Commerce](#)

Katrina Van Every and Paul Brewster provided an overview of the Draft Thurston Regional Transportation Plan which is a model for expanding and enhancing a countywide shared-use trail network. The vision of the plan identified five goals for the regional trails network: A Connected and Accessible Network; A User-Friendly Network; A Safe and Secure Experience; A Collaborative Effort; A Well-Maintained Network. The plan calls for TRPC to commit to three things: Establishing a regional trails planning workgroup; Convening an annual regional trail meeting; Updating the Plan every five years. The Council will be asked to take action to adopt the plan at their December 1, 2023, meeting. The full presentation can be found here: [Thurston Regional Trails Plan Update \(trpc.org\)](#)

Executive Director Marc Daily announced Councilmember Wheatly is no longer able to represent TRPC on the PSRC Growth Management Policy Board and asked for volunteers to represent TRPC. Daily volunteered to be the staff representative if no Councilmembers were available. Councilmember Stearns volunteered to represent TRPC at the PSRC's Growth Management Policy Board meetings. The Council approved to appoint Councilmember Stearns to serve in coordination with Daily as the Council's representative to the PSRC's Growth Management Policy Board.

Senior Planner Veronica Jarvis reviewed the proposed legislative priorities for the 2024 Legislative Session: Continue to prioritize funded projects. I-5 Mounts Road through Marvin Road, Yelm Bypass, and roundabouts on Highway 507 near Yelm; To account for inflation since 1990 and expanded duties - double state funding to Regional Transportation Planning Organizations; Permanently make Metropolitan Planning Organizations (MPO) and Regional Transportation Planning Organizations (RTPO) eligible for regional mobility grants through WSDOT. The full presentation can be found here: [Thurston County Bicycle Map \(trpc.org\)](#).

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B. Transportation Policy Board (Oct. 11). Belk said the TPB received a presentation from representatives from Puget Sound Energy (PSE), Paul Gardner, and Kristine Rompa on PSE's Transportation Electrification Plan and programs. Belk said they're doing a lot of good stuff with education and outreach and it's exciting they have good multifamily residential charging options and workplace and business charging programs. They have fleet charging to help the school districts and municipalities, or other community organizations electrify their fleets.

C. Community Advisory Committee (Oct. 16). Eliane Wilson reported the CAC received a presentation on the Draft 2024 Budget and the 2024-2029 Strategic Plan. They also received the Marketing and Communications overview including the focus groups. The CAC will be conducting a self-assessment survey that was placed on hold during the pandemic. The members conducted nominations of new Officers for 2024 and the election will be held at their November meeting. Wilson was nominated for Chair and Ty Flint was nominated for Vice Chair.

INTERIM GENERAL MANAGER'S REPORT

A new Operator class of 17 started Monday, October 9. The class includes two returning Operators who worked with us previously whose change in life circumstances luckily brought them back to us. This is a wonderful, positive group of people and they will attend a future ITA meeting for introductions.

Ride scheduling software VIA, used for booking trips for Village Vans and DAL services, was implemented, and is going smoothly. Special thanks to DAL staff and interns for putting in many extra hours of time to make sure transportation for our most vulnerable community members doesn't miss a beat. The VIA platform is also used for micro-transit and innovative service zones in other systems, which will be helpful as we research providing similar services in the future.

The U. S. Department of Energy announced it will be awarding up to \$1 billion to fund a hydrogen hub in the Northwest. The Pacific Northwest Hydrogen Hub was one of seven Hubs awarded, out of an original applicant group of 79 proposals and a review process that started in December 2022. USDOE and the Pacific NW Hydrogen Hub Association, the organization leading the hub effort, will begin negotiations this fall to determine the final list of projects and level of funding.

The PNWH2 Hub includes the states of Washington, Oregon, and Montana. The groups participating in the Pacific Northwest Hydrogen Hub include two agencies very nearby in Lewis County: Centralia College and Twin Transit.

AUTHORITY ISSUES - None

EXECUTIVE SESSION - Review Qualifications of Recommended General Manager Applicants (*Heather Stafford*)

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In accordance with RCW 42.30.110, paragraph (1) (g), Chair Gilman recessed the meeting at 7:25 p.m. to go into an Executive Session to review the qualifications of the recommended General Manager applicants. He announced the Authority would be in Executive session until 7:45 p.m.

Those attending included: Chair and City of Olympia Mayor Pro-Tem Clark Gilman; Vice Chair and Community Representative Justin Belk; Thurston County Commissioner Carolina Mejia; City of Tumwater Mayor Debbie Sullivan; City of Lacey Councilmember Robin Vazquez; Community Representatives Sue Pierce and Don Melnick; Labor Representative Mark Neuville; Heather Smith; Alana Neal; and Legal Counsel, Jeff Myers.

The Authority reconvened to regular session at 7:47 p.m.

ADJOURNMENT

With no further business to come before the Authority, Chair Gilman adjourned the meeting at 7:51 p.m.

INTERCITY TRANSIT AUTHORITY

Clark Gilman

Clark Gilman, Chair

ATTEST

Patricia Messmer

Pat Messmer
Clerk to the Authority

Date Approved: November 15, 2023

Prepared by Pat Messmer, Clerk of the Board/Executive Assistant, Intercity Transit.