

Community Advisory Committee Stipend Program Policy Proposal

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Trends in Community Engagement

Stipends paid to volunteers or “lived experience compensation” is becoming a standard practice, locally and nationally.

In 2022, Washington State’s Office of Equity developed best practices for government agencies to follow so they can achieve equitable outcomes in their programs and services.

Stipends and incentives to promote community engagement continues to be a topic of discussion in transit agencies across Washington State.

Stipend Program Process

March 2024 – CAC bylaws were amended and during discussion, ITA Community Representative Melnick brought forth the idea of a stipend to promote social equity.

April 2024 – Staff reviewed the Stipend Program with the CAC and gathered a summary of perspectives.

May 2024 – Staff researched sample program policies from City of Lacey and City of Olympia and shared these with the ITA, as well as CAC feedback. The ITA discussed the information and requested staff move forward with drafting program policies.

June & July 2024 – Staff developed a draft policy in partnership with legal counsel to present to the ITA for adoption.

Purpose

This policy establishes the Advisory Committee Stipend Program to engage a diverse body of community members in accomplishing Intercity Transit's mission and goals, by promoting the inclusion of all perspectives regarding transportation issues, service planning, programs, and general operating practices of Intercity Transit.

The program aims to reduce economic barriers related to the costs of civic participation including, but not limited to transportation, internet, childcare, meals, etc.

Legal Considerations

Advisory Committee Members remain volunteers and are not employees of Intercity Transit.

This is not compensation for services but is a nominal fee to cover expenses that are incurred incidental to the volunteer activity performed by the Advisory Committee Member.

All stipends will comply with applicable federal tax requirements.

Stipend Details

All Advisory Committee Members are eligible to receive \$40.00 per meeting attended, whether virtually or in-person, not-to-exceed \$500.00 annually (from January to December) as a part of this program.

Committee Minutes will be utilized to verify and document meeting attendance.

Intercity Transit shall provide stipends to Advisory Committee Members at intervals determined by the General Manager but distributed no fewer than four (4) times annually.

Advisory Committee Members may “opt-out” of the program, in writing, at any time.

Thank You & Questions

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