MONTHLY BUSINESS MEETING MINUTES
August 6, 2021
9:30 AM
Virtual Meeting
Join Zoom Meeting: https://zoom.us/j/98883304220
Call in number: 1-253-215-8782, Meeting ID: 988 8330 4220

BOARD MEMBERS:
Chair and City of Oak Harbor Councilmember Beth Munns
Vice Chair and City of Langley Councilmember Craig Cyr
Secretary and Island County Commissioner Janet St. Clair
Amalgamated Transit Union Local, President Emeritus Lance Norton
Island County Commissioner Melanie Bacon
Town of Coupeville Councilmember Jenny Bright

STAFF:
Executive Director Todd Morrow
Administrative & HR Manager Robyn Goldring
Finance Manager Paul Arand
Operations Manager Shawn Harris
Clerk of the Board Meghan Heppner
Legal Counsel Matt Hendricks

MEETING CALLED TO ORDER
Councilmember Munns called the August 6, 2021 monthly business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:30 AM.

APPROVAL OF CONSENT AGENDA
Councilmember Cyr moved to approve the consent agenda. Commissioner Bacon seconded the motion, which passed.

PUBLIC INPUT
Derek Hoshiko spoke about climate change and the urgency to react immediately. He offered several ideas, including the need to install electric vehicle charging stations for automobiles. Commissioner Bacon said she would invite him to the next IRTPO meeting.
BUSINESS ITEMS

Business Item No. 1: Update on COVID-19 Emergency Action Plan
Executive Director Morrow provided an update on the COVID-19 Emergency Action Plan.

Business Item No. 2: Draft #1 of the Six-Year Transit Development Plan (TDP) 2020-2026
Executive Director Morrow provided information on the Transit Development Plan draft #1, and the process. Discussion ensued.

Business Item No. 3: 2021 Budget Amendment No. 1 (Resolution No. 5-21)
Executive Director Morrow provided a summary of the 2021 budget amendment #1. Discussion ensued. Commissioner St. Clair moved to adopt Resolution No. 5-21 of the Island Transit Board of Directors amending the 2021 Annual Budget, as set forth in Exhibit A attached hereto and incorporated herein by this reference. Councilmember Bright seconded the motion, which passed unanimously.

Business Item No. 4: Discussion with possible action regarding hybrid public meetings
Executive Director Morrow updated the board on the different technology being looking at.

Business Item No. 5: Service Performance Standards Review
Operations Manager Harris reviewed the 2020 vs 2021 second quarter service performance standards.

EXECUTIVE DIRECTOR'S REPORT
Executive Director Morrow delivered the monthly update.

FINANCE MANAGER’S REPORT
Finance Manager Arand provided the monthly financial presentation.

OTHER BUSINESS
There was no other business.

BOARD MEMBER COMMENTS
No other comment.

ADJOURNMENT
At 11:00 AM, Councilmember Munns adjourned the meeting.

ACTION ITEMS APPROVED BY THE BOARD
1. Councilmember Cyr moved to approve the consent agenda. Commissioner Bacon seconded the motion, which passed unanimously.

2. Commissioner St. Clair moved to adopt Resolution No. 5-21 of the Island Transit Board of Directors amending the 2021 Annual Budget, as set forth in Exhibit A attached hereto and incorporated herein by this reference. Councilmember Bright seconded the motion, which passed unanimously.

3. At 11:00 AM, Councilmember Munns adjourned the meeting.

Approved:

[Signature]

PTBA Secretary, Clerk of the Board, on behalf of the Island Transit Board of Directors

See minutes of 9/3/21 for approval.