



Island Transit

ISLAND COUNTY PUBLIC TRANSPORTATION BENEFIT AREA,

D/b/a Island Transit

REGULAR BUSINESS MEETING MINUTES

September 11, 2026, 9:30 AM, Hybrid meeting:

- Virtually by Zoom <https://us06web.zoom.us/j/83100034380>
- Dial 1.253.215.8782; enter Meeting ID: 831 0003 4380
- In person at Island Transit 19758 SR 20, Coupeville, WA 98239

BOARD MEMBERS PRESENT

Town of Coupeville Councilmember Jenny Bright

Island County Commissioner District 3 Janet St. Clair

City of Oak Harbor Councilmember James P. Marrow

Island County Commissioner District 1 Melanie Bacon

City of Langley Councilmember Craig Cyr

Amalgamated Transit Union Local 1576 Vice President Lela Perkins

STAFF PRESENT:

Executive Director Melinda Adams

Administrative & Human Resources Director Terrance Ellison

Executive Project Manager & Acting Clerk of the Board Meghan Heppner

Facilities & Maintenance Director Brian Hunt

Facilities Manager Scott Losey

Finance Manager Vanya Brown

Human Resources Assistant Manager Stephanie Smith

Information Systems Director Chris Chidley

Maintenance Manager Will Vogelmann

Maintenance Supervisor Michael Cavender

Marketing & Communications Officer Selene Muldowney-Stratton

Operations Director Liz Williams

Planning & Outreach Director Brad Windler

Legal Counsel Matt Hendricks

MEETING CALLED TO ORDER

Councilmember Bright called the September 11, 2026, regular business meeting of the Island County Public Transportation Benefit Area (Island Transit) Board of Directors to order at 9:30 AM. The board performed a roll call. A quorum was present. Commissioner St. Clair moved to accept the agenda. Councilmember Marrow seconded the motion. The motion passed unanimously.

CONSENT AGENDA

Councilmember Marrow moved to approve the consent agenda. Commissioner Bacon seconded the motion. The motion passed unanimously.

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Island Transit serves Whidbey and Camano Islands in Island County. The mission of Island Transit is to provide safe, accessible, convenient, and friendly public transportation services which enhance our Island quality of life.



PUBLIC INPUT & COMMENTS

Councilmember Bright asked if there was any public input or comment. There was none.

BUSINESS ITEMS

Business Item No. 1: Resolution No. 8-26 accepting the Island Transit AI (Artificial Intelligence) Policy

Councilmember Marrow moved to accept Resolution No. 8-26 adopting the Island Transit AI (Artificial Intelligence) Policy, attached as Exhibit A and incorporated into the Resolution by this reference. Commissioner Bacon seconded the motion. The motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Adams provided the monthly report.

ADMINISTRATIVE & HUMAN RESOURCES DIRECTOR'S REPORT

Administrative & HR Director Ellison provided the monthly report.

PLANNING & OUTREACH DIRECTOR'S REPORT

Planning & Outreach Director Windler provided the monthly report.

EXECUTIVE SESSION

Chair Bright closed the open public meeting at 10:10 AM and opened a twenty-minute executive session to 10:30 AM. The purpose of the executive session was to discuss with legal counsel representing the agency litigation or potential litigation [RCW 42.30.110(1)(iii)]. At 10:30 AM, the Chair extended the executive session for ten minutes until 10:40 AM. At 10:40 AM, the Chair extended the executive session for five minutes until 10:45 AM. At 10:45 AM, the Chair extended the executive session for five minutes until 10:50 AM. At 10:50 AM, the Chair extended the executive session for five minutes until 10:55 AM. At 10:55 AM, the Chair closed the executive session and reconvened the open public meeting.

OTHER BUSINESS

There was no other business.

BOARD MEMBER COMMENTS

There were no comments by members of the Board.

CLOSE

At 10:56 AM, the board meeting was closed.



ACTION ITEMS APPROVED BY THE BOARD

- Commissioner St. Clair moved to accept the agenda. Councilmember Marrow seconded the motion. The motion passed unanimously.
- Councilmember Marrow moved to approve the consent agenda. Commissioner Bacon seconded the motion. The motion passed unanimously.
- Councilmember Marrow moved to accept Resolution No. 8-26 adopting the Island Transit AI (Artificial Intelligence) Policy, which is attached as Exhibit A and incorporated into this Resolution by this reference. Commissioner Bacon seconded the motion. The motion passed unanimously.

Approved:



Clerk of the Board Jeanie Hines on behalf of the Island Transit Board of Directors

