



ISLAND COUNTY PUBLIC TRANSPORTATION BENEFIT AREA,

D/b/a Island Transit

REGULAR BUSINESS MEETING MINUTES

September 5, 2025, 9:30 AM, Hybrid meeting:

- Virtually by Zoom <https://us06web.zoom.us/j/84964664940>
- Dial 1.253.215.8782; enter Meeting ID: 84964664940
- 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 2 Jill Johnson
Island County Commissioner District 1 Melanie Bacon
City of Langley Councilmember Craig Cyr
Amalgamated Transit Union Local 1576 President Dani Julien

STAFF PRESENT:

Executive Director Melinda Adams
Facilities Manager Pete Schrum
Human Resources Manager Terrance Ellison
Human Resources Assistant Manager Stephanie Smith
Maintenance Manager Will Vogelmann
Maintenance Supervisor Michael Cavender
Marketing & Communications Officer Selene Muldowney-Stratton
Operations Manager Liz Williams
Planning & Outreach Manager Brad Windler
Procurement & Risk Manager Nate Burns
Clerk of the Board Meghan Heppner
Legal Counsel Matt Hendricks

MEETING CALLED TO ORDER

Councilmember Bright called the September 5, 2025, 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. Councilmember Cyr moved to accept the agenda. Commissioner Johnson seconded the motion. The motion passed unanimously.

CONSENT AGENDA

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

PUBLIC INPUT & COMMENTS

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

BUSINESS ITEMS**Business Item No. 1: Board Retreat Debrief and Discussion**

Chair Bright opened discussion on the outcomes and goals from the May 2025 board retreat. No action was taken.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Adams provided the brief finance report and the executive director's report.

HUMAN RESOURCES MANAGER'S REPORT

Human Resources Manager Ellison provided the monthly report.

EXECUTIVE SESSION

At 10:25 AM, Councilmember Bright closed the open public meeting and began a ten-minute executive session until 10:35 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 10:35 AM, Councilmember Bright extended the executive session for five minutes until 10:40 AM. At 10:40 AM, Councilmember Bright closed the executive session and reconvened the open public meeting.

CLOSED SESSION

At 10:41 AM, Councilmember Bright closed the open public meeting for a closed session to discuss the collective bargaining agreement. RCW 42.30.140(4)(a). At 11:12 AM, Councilmember Bright ended the closed session and reconvened the open public meeting.

OTHER BUSINESS

There was no other business.

BOARD MEMBER COMMENTS

There were no board member comments.

CLOSE

At 11:13 AM, the board meeting was closed.

ACTION ITEMS APPROVED BY THE BOARD

- Councilmember Bright called the September 5, 2025, 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. Councilmember



Island Transit

Cyr moved to accept the agenda. Commissioner Johnson seconded the motion. The motion passed unanimously.

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

Approved:

Clerk of the Board Meghan Heppner on behalf of the Island Transit Board of Directors