



BOARD OF DIRECTORS REGULAR MEETING

Thursday, July 13, 2023, at 6 p.m.

Benton County Administration Building, Room 303
7122 W. Okanogan Place Building E, Kennewick, Washington

Meeting attendance options included in-person and virtual via Zoom

MINUTES

1. CONVENE BOARD MEETING

Vice Chair Richard Bloom called the meeting to order at 6:00 p.m.

2. ROLL CALL

Representing	Attendee Name	Title	Status
City of Pasco	Joseph Campos	Director	Present
City of Kennewick	Brad Beauchamp	Director	Excused
City of Richland	Terry Christensen	Director	Absent
City of West Richland	Richard Bloom	Vice Chair	Present
Franklin County #2	Rocky Mullen	Director	Present via Zoom
Franklin County #1	Clint Didier	Director	Present via Zoom
Benton County	Will McKay	Chair	Excused
City of Prosser	Steve Becken	Director	Present
City of Benton City	David Sandretto	Director	Present via Zoom
Teamsters Union 839	Caleb Suttle	Union Representative	Present via Zoom

BFT Staff: Rachelle Glazier, Janet Brett, Imelda Collop, Chad Crouch, Steve Davis, Sarah Funk, Brian Lubanski, Gabe Martin, Tom McCormick, Anel Montejano, Frank Moreno, Alejandro Olea, Rob Orvis, Joshua Rosas, Kevin Sliger, Rich Starr, Jenny Stenkamp, Kathryn Wall

Legal Counsel: Jeremy Bishop

Interpreters: Ruth Medina, Ynez Vargas

3. PLEDGE OF ALLEGIANCE

Vice Chair Bloom led the meeting participants in the Pledge of Allegiance.

4. PUBLIC COMMENTS

Vice Chair Bloom opened the meeting to comments from the public. No public comments were offered.

5. APPROVAL OF AGENDA

Vice Chair Bloom asked for a motion to approve the agenda.

Director Sandretto moved to approve the agenda, and Director Becken seconded the motion. It passed unanimously.

6. RECOGNITIONS

A. Resolution 28-2023 Steven McMurray Retirement

B. Resolution 29-2023 Dave Perkins Retirement

Senior Manager of Operations Tom McCormick read the Board resolution recognizing Steven McMurray, who was not present, for his 39 years of service.

Senior Manager of Fleet & Facilities Maintenance Joshua Rosas read the Board resolution recognizing Dave Perkins, who was not present, for his 29 years of service.

Director Sandretto moved to approve the Resolutions 28-2023 and 29-2023, and Director Becken seconded the motion. It passed unanimously.

C. Resolution 30-2023 Recognizing Operator of the Year Marie Fridley

D. Resolution 31-2023 Recognizing Support Staff Member of the Year Kim Gruba

E. Resolution 32-2023 Recognizing Team of the Year: Facilities Department: Shane Anderson, Todd Bastin, Judi Jenkins, Noe Jimenez, Michael Jones, Miguel Mora, Matt Owens, Scott Pierce, and Bo Pisarchuk.

General Manager Rachelle Glazier presented the Employees of the Year for Board recognition, highlighting the achievements noted in their nominations. The Operator of the Year and Team of the Year were presented with engraved glass awards. The Support Staff Member of the Year Kim Gruba was not present.

Director Sandretto moved to approve Resolutions 30-2023, 31-2023, and 32-2023, and Director Becken seconded the motion. It passed unanimously.

7. CONSENT AGENDA

Vice Chair Bloom presented the Consent Agenda items and invited a motion.

A. June 8, 2023, Regular Board Meeting Minutes

B. June Voucher Summary

C. Resolution 33-2023 Service Animal Policy

Director Becken moved for approval of the Consent Agenda items. The motion was seconded by Director Sandretto and passed unanimously.

8. ACTION ITEMS

A. Resolution 34-2023, Amend Ben Franklin Transit Scheduling and Runcutting Management Software Services Contract #1381 to Include Additional Budget

Chief Planning and Development Officer Kevin Sliger presented a resolution to amend the

current scheduling and runcutting management software contract, which caps at about \$223,000, and requests an additional \$45,000 to fund the short-range service plan and schedule optimization.

Director Sandretto moved for approval of Resolution 34-2023, and the motion was seconded by Director Becken; it passed unanimously.

B. Resolution 35-2023 Authorizing the General Manager to Enter into Contract for Chassis Wash Lift Replacement & Bay Upgrades

Senior Manager of Fleet & Facilities Maintenance Joshua Rosas presented a resolution to award the contract to replace the chassis wash lift and upgrade the bay that houses the lift to Peak Contractors, Inc.

Director Campos moved for approval of Resolution 35-2023. The motion was seconded by Director Becken and passed unanimously.

9. DISCUSSION & INFORMATIONAL ITEMS

A. Release 2023-2028 Transit Development Plan (TDP) for Public Comment

Mr. Sliger presented the 2023-2028 Transit Development Plan, which is a Washington state requirement. It was released for public comment about a week and half ago. The virtual open house was held yesterday with ten individual attendees. They had a few comments regarding the onboard technology. Vice Chair Bloom noticed that the information in the TDP about the Pasco hub doesn't talk about the location, which was already approved by the Board.

10. STAFF REPORTS & COMMENTS

A. Legal Report

BFT Legal Counsel Jeremy Bishop reported no news.

B. General Manager's Report

General Manager Rachelle Glazier reported that the CAN meetings have been going on monthly, and Steve's department has been helping to facilitate those. She recognized the individuals from CAN that were present at the meeting. She was excited that CAN has started the communication and support on behalf of the community, as they are invaluable.

Ms. Glazier provided an update on the River of Fire service. The event was successful, and we were able to transport over 200 community members to the event in Kennewick. There were close to 40 DAR clients that were able to attend, as well, who would not have been able to attend had we not offered the services.

Ms. Glazier reported that she gave a presentation for the City of Richland that went well. We provided examples of some of the decals on our buses, something we could partner in doing with them.

She stated that we are planning for the Water Follies and Art in the Park.

Ms. Glazier had a sit down with the new Franklin County Administrator, Mike Gonzalez, and Mr. Didier to discuss some shared services contracts; there is more to come on that.

There are some rides coming up that we are going to be doing if anyone is interested in attending. We will be hosting Senator Nikki Torres on July 17 and Miss Teresa Richardson from the City Council of Richland on July 19. We are working on scheduling one more ride.

Ms. Glazier stated that there is a new driver class graduating tomorrow.

She announced that BFT will be hosting the WSTA Conference and Bus Rodeo next year.

11. BOARD MEMBER COMMENTS

Vice Chair Bloom stated that he was asked at the gym by a previous Board member, Jerry Peltier, if the plaque off the old building was salvaged. It was stated that it was not. Mr. Sliger stated that the time capsule contents will be shared close to the opening of the new building. There will be more materials that will be added to the time capsule when they put that back in. Vice Chair Bloom stated that Jerry Peltier's name was on that plaque. He was the representative of West Richland prior to Director Bloom going on the Board. He was a member of the BFT Board since its inception.

12. EXECUTIVE SESSION

Mr. Bishop announced an Executive Session would be held and would last five minutes with no action to follow. The Board recessed into Executive Session at 6:32 p.m. The Board returned to open session at 6:37 p.m. and requested additional time. Mr. Bishop announced the Executive Session would resume, and the Board recessed again at 6:37 p.m. for an additional 15 minutes. It returned to open session at 6:52 p.m.

13. OTHER

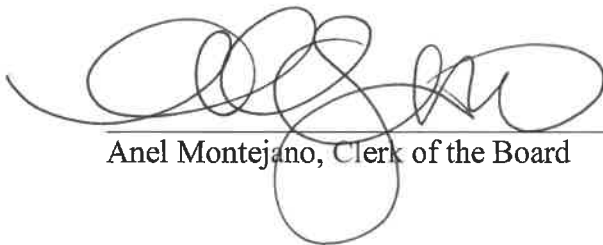
Senior Manager of Operations Tom McCormick provided an update on an emergency situation today involving a driver. He stated that there was an individual who had passed out at Three Rivers. Coach operator Vanessa Walsh performed CPR for several minutes until emergency responders arrived. This was continued by EMT until the patient was breathing again on her own. The individual was transported to the hospital.

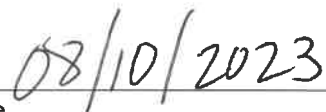
14. NEXT MEETING

The next meeting will be held Thursday, August 10, 2023, at 6 p.m.

15. ADJOURNMENT

Vice Chair Bloom adjourned the meeting at 6:55 p.m.


Anel Montejano, Clerk of the Board


Date