



**C-TRAN BOARD OF DIRECTORS  
MEETING MINUTES**

**January 14, 2020**

The C-TRAN Board of Directors Meeting was held Tuesday, January 14, 2020 at C-TRAN Administration Offices, 10600 NE 51<sup>st</sup> Circle, Vancouver, WA 98682

**CALL TO ORDER**

Chair Adrian Cortes called the meeting to order at 5:30 p.m.

**ROLL CALL OF BOARD MEMBERS**

**PRESENT:** Greg Anderson – City of Camas, John Blom – Clark County Council, Jill Carrillo - Labor Representative, Adrian Cortes – City of Battle Ground, Molly Coston – City of Washougal, Bart Hansen – City of Vancouver, Anne McEnerny-Ogle – City of Vancouver, Ron Onslow - Cities of Ridgefield & La Center and Town of Yacolt, Eileen Quiring – Clark County Council, Ty Stober – City of Vancouver

**ABSENT:** None

**STAFF PRESENT**

Chief Executive Officer Shawn Donaghy, Deputy Chief Executive Officer Monica Fowler, Chief External Affairs Officer Scott Patterson, Chief Operations Officer Inessa Vitko, Chief Maintenance Officer Celia Sherbeck, Chief Human Resources & Safety Officer Laura Merry, Public Affairs Coordinator Eric Florip, Executive Office Manager/Clerk of the Board Debbie Jermann

**PLEDGE OF ALLEGIANCE**

Chair Cortes led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

**ANNE McENERNY-OGLE MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE AGENDA.**

**CITIZEN COMMUNICATIONS**

None

**CONSENT AGENDA**

- 1. APPROVAL OF BOARD MEETING MINUTES: DECEMBER 10, 2019**
- 2. TRANSMITTAL OF CLAIMS NUMBERED 124452 THROUGH 124740 PLUS NET PAYROLL PAID IN DECEMBER 2019 IN THE TOTAL AMOUNT OF \$5,350,250.81**

3. **C-TRAN CODE OF ETHICS POLICY PBD-012 REAFFIRMATION, STAFF REPORT #20-001**  
The Code of Ethics policy was originally adopted January 12, 1999. At the original adoption, staff was directed to bring the policies to the Board annually for approval.
4. **DAMAGE CLAIM AGENT, BOARD RESOLUTION BR-20-001, STAFF REPORT #20-002**  
Chapter 4.96 RCW requires that all claims against a local government agency be filed with the entity before a civil suit can be filed. The 2001 legislature amended the statute by adding a requirement that the governing body of a governmental entity must appoint an agent, who may be reached during normal business hours, to receive any claim for damages against the entity. Resolution BR-20-001 provides the correct address for service.
5. **MOTOROLA CONTRACT RENEWAL, STAFF REPORT #20-003**  
C-TRAN retains Motorola support agreements for corrective and preventive maintenance services, non-corrective actions, functional enhancements, and 24/7 vendor support, which is critical to the continuous system security and operation of the Motorola P25 system. The agreements must be renewed annually at the then-current support rate. In the past, C-TRAN staff have requested Board authority of this agreement on an annual basis. C-TRAN is requesting Board authority to continue to enter support agreements with Motorola at the then-current rate for P25 support and maintenance as necessary for continued maintenance.

**TY STOBER MOTIONED, IT WAS SECONDED AND MOTION CARRIED TO APPROVE THE CONSENT AGENDA.**

#### **PRESENTATION**

4. **MILL PLAIN BUS RAPID TRANSIT (BRT) PROJECT UPDATE**  
Chief External Affairs Officer Scott Patterson provided the update as outlined in the PowerPoint presentation, attached to these minutes as **Exhibit A**.

#### **COMMUNICATIONS**

##### **From the Chair**

1. Election of the 2020 C-TRAN Board of Directors Chair and Vice-Chair.

**ANNE MCENERNY-OGLE NOMINATED JOHN BLOM AS THE 2020 C-TRAN BOARD OF DIRECTORS VICE-CHAIR.**

Hearing no further nominations, the nominations for Vice-Chair were closed.

**THE MOTION TO ELECT JOHN BLOM AS VICE-CHAIR CARRIED.**

**ADRIAN CORTES NOMINATED ANNE McENERNY-OGLE AS THE 2020 C-TRAN BOARD OF DIRECTORS CHAIR.**

Hearing no further nominations, the nominations for Chair were closed.

**THE MOTION TO ELECT ANNE McENERNY-OGLE AS CHAIR CARRIED.**

**From the Board**

Board Member McEnerny-Ogle thanked C-TRAN for providing the free New Year's Eve Service.

**From the CEO**

Chief Executive Officer Shawn Donaghy reported as follows:

1. Reported on ridership for New Year's Eve and thanked the Operators who covered the extra shifts.
2. C-TRAN has a plan in place in the event of adverse weather.
3. CEO Donaghy will be participating in the Principal for a Day at a local school.
4. Asked Board Members to confirm their attendance at an April 10, 2020 Workshop.
5. Thanked the C-TRAN staff and GSI Construction for work on the new Board Room.
6. Reported on conversation with the Clark College Board of Trustees.
7. Thanked outgoing Board Chair Cortes for his service.

**From Legal Counsel**

None.

**ADJOURNMENT**

Hearing no further business, the meeting was adjourned at 5:55 p.m.

Prepared By: Clerk of the Board Debbie Jermann, MMC