



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

May 11, 2021

The C-TRAN Board of Directors meeting was held Tuesday, May 11, 2021 with staff located at the C-TRAN Administration Offices, 10600 NE 51st Circle, Vancouver, WA 98682, and Board Members and Legal Counsel attending via WebEx.

CALL TO ORDER

Chair Anne McEnerny-Ogle called the meeting to order at 5:30 p.m.

ROLL CALL OF BOARD MEMBERS

PRESENT: Greg Anderson – City of Camas, Doug Boff – Cities of La Center & Ridgefield and Town of Yacolt (joined at 5:33 p.m.), Jill Carrillo - Labor Representative, Molly Coston – City of Washougal, Bart Hansen – City of Vancouver, Temple Lentz – Clark County Council, Anne McEnerny-Ogle – City of Vancouver, Eileen Quiring O’Brien – Clark County Council, Ty Stober – City of Vancouver

ABSENT: Adrian Cortes – City of Battle Ground

STAFF PRESENT

Chief Executive Officer Shawn Donaghy, Legal Counsel Aaron Millstein, Chief External Affairs Officer Scott Patterson, Chief Operations Officer Inessa Vitko, Chief Human Resources & Safety Officer Laura Merry, Systems Administrator Caleb Cooper, Deputy Clerk of the Board Morgan Stubbe

PLEDGE OF ALLEGIANCE

Chair McEnerny-Ogle led the Pledge of Allegiance.

Doug Boff joined the meeting at 5:33 p.m.

APPROVAL OF AGENDA

Chief Executive Officer Shawn Donaghy asked that Board Resolution BR-21-003, recognizing the retirement of C-TRAN System Planning Manager Larry Ham, be added to the agenda.

TY STOBER MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO APPROVE THE AGENDA WITH THE ADDITION OF BOARD RESOLUTION BR-21-003.

BOARD RECOGNITION

- 1. RECOGNIZING THE RETIREMENT OF C-TRAN SYSTEM PLANNING MANAGER LARRY HAM, BOARD RESOLUTION BR-21-003**

Chair McEnerny-Ogle read the proclamation

BOARD RESOLUTION BR-2021-003 WAS ADOPTED BY UNANIMOUS CONSENT.

CITIZEN COMMUNICATIONS

None

CONSENT AGENDA

- 1. APPROVAL OF BOARD MEETING MINUTES: APRIL 13, 2021**
- 2. TRANSMITTAL OF CLAIMS NUMBERED 129245 THROUGH 129628 PLUS NET PAYROLL PAID IN APRIL 2021 IN THE TOTAL AMOUNT OF \$6,455,453.83**
- 3. CONTRACT AMENDMENT: AMAG SECURITY EQUIPMENT AND SUPPORT, STAFF REPORT #21-014**

On February 14, 2017 the C-TRAN Board awarded a five-year contract with Azimuth Communications for AMAG Security Equipment Maintenance and Support. Azimuth Communications has since been acquired by IES Communication LLC. At all C-TRAN facilities, doors are electronically controlled through access card readers. Card readers monitor and allow door and parking lot gate access to C-TRAN staff based on job classification. The project will install additional readers, automated vehicle gates at the 51st Circle Administration building and the 18th Street Facilities building. The addition is an integral part to allow Dispatch to move to 51st Circle and Facilities to occupy the new building. This will aid in the progress of the 65th Campus Master Plan.

- 4. INFORMATION TECHNOLOGY CONTRACT SERVICES, STAFF REPORT #21-015**

The agency's technological needs across the organization include projects and departmental production that are being implemented and managed currently, and over the next few years. While the longer-term projects are being managed by our IT Staff, we have some ad-hoc projects and real-time production that may require the assistance of additional help on a short-term basis. These services are meant to supplement only, and not intended to assume the work in replacement of FTE's. There is a specific need for both our current budgeted allotment of IT Staff and assistance for short-term contracted services as we push these projects forward to assist with the ongoing technology needs of active agency projects.

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

ACTION ITEMS

- 1. 2021-2023 STRATEGIC PRIORITIES, STAFF REPORT #21-016**

Chief Executive Officer Shawn Donaghy provided the staff report, as outlined in the PowerPoint presentation attached to these minutes as **Exhibit A**.

The agency's current Strategic Priority Matrix including the following attributes:

- World-Class Service & Ridership
- Safety and Security
- Fiscal Duty
- Community and Governmental Stewardship

- Our Team

Given the critical rise in need to protect social, environmental and economic justice for our community, in addition to a focus on managing “Customer and Community Experience” in a post-pandemic Clark County, we strongly believe that some changes were necessary to accomplish and focus energy on those goals.

- World Class Customer Experience, Safety & Security
- Fiscal Duty
- Equity, Social, Environmental & Economic Justice
- Community and Governmental Stewardship
- Our Team

GREG ANDERSON MOTIONED, IT WAS SECONDED, AND MOTION CARRIED TO FORMALLY ADOPT THE AGENCY’S STRATEGIC INITIATIVES MATRIX FOR FISCAL YEARS 2021-2023.

COMMUNICATIONS

From the Chair

1. Chair McEnery-Ogle said the City of Vancouver recently adopted a resolution recognizing Asian American/Pacific Islander month, and thanked C-TRAN for the flag honoring the event.

Chair McEnery-Ogle noted that certain C-TRAN routes would be affected by construction occurring in the downtown Vancouver area and urged riders to go to C-TRAN’s website for information.

From the Board

None

From the CEO

1. **Interstate Bridge Replacement (IBR) Update**
CEO Donaghy provided the update, as outlined in the PowerPoint presentation attached to these minutes as **Exhibit B**.

From Legal Counsel

None

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 6:17 p.m.

Prepared By: Deputy Clerk of the Board Morgan Stubbe, CMC