

## **KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING MINUTES OF February 06, 2024**

### **Board of Commissioners Present:**

Driskell, Robert, Teamsters Local No. 589, *non-voting member*  
Erickson, Becky, Mayor, City of Poulsbo  
Garrido, Charlotte, Kitsap County Commissioner  
Mockler, Anna, Councilmember, City of Bremerton  
Putansuu, Robert, Mayor, City of Port Orchard – **Vice Chair** - *Absent*  
Rolfes, Christine, Kitsap County Commissioner  
Moriwaki, Clarence, Councilmember, City of Bainbridge Island  
Stern, Ed, Councilmember, City of Poulsbo – *Remote Attendance*  
Walters, Katie, Kitsap County Commissioner  
Wheeler, Greg, Mayor, City of Bremerton, **Chair**

### **Staff Present:**

Sanjay Bhatt, Marketing & Public Information Director; Jackie Bidon, Interim Clerk of the Board, Public Records Officer; Michael Bozarth, Operations Director, John Clauson, Executive Director; Cyndi Griffey, Worker/Driver Supervisor; Steffani Lillie, Service and Capital Development Director; Mary Pauly, Human Resources Director; Charlotte Sampson, Executive Assistant/Deputy Clerk of the Board; Raymond Scott, Marine Services Director; Paul Shinnars, Finance Director; Jeff Vinecourt, ACCESS Manager

**Also Present:** David Weibel, Legal Counsel

**1. CALL TO ORDER:** Chairperson Wheeler called the meeting of the Kitsap Transit Board of Commissioners to order at 8:30 AM.

### **2. AGENDA REVIEW**

Upon review by the Board, the agenda remained unchanged.

### **3. CHAIRPERSON'S COMMENTS**

Mayor Wheeler shared that the elected officials of Kitsap County have crafted a letter to the Washington State Governor requesting he maintain the budget item going to the Legislature this week. The budget item is to build up the ferry system making it a sustainable functional operation. Mayor Wheeler is asking for the Board's support as well as encouraging their colleagues to sign the letter of support. He stated that he will share the PSRC link with all that would like to sign the letter.

### **4. COMMUNITY ADVISORY COMMITTEE REPORT**

Executive Director Clauson shared that the CAC met and discussed the increased fares for the fast ferry service and recruitment efforts to fill the vacancies on the CAC. There were no actions taken at the meeting.

**5. CONSENT / ACTION ITEMS**

- a. Warrants for December 2023
- b. Minutes of January 02, 2024
- c. Resolution No. 24-08, Renew Marine Insurance Policy (Feb 2025)

**Commissioner Garrido moved and Commissioner Walters seconded the motion to approve the Consent Agenda.**

**Discussion:** None.

**Motion passed unanimously.**

<b>6. FULL ITEMS</b>	<b>DISCUSSION</b>	<b>/</b>	<b>ACTION</b>
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- a. Resolution No. 24-09, Renew BPD Off Duty Services BTC

Executive Director Clauson stated that this resolution is asking for permission to renew the agreement with the City of Bremerton, contracting with the Bremerton Police Department to supply officers at the Bremerton Transportation Center. He shared that the contract is for a one-year extension and that the cost for this service has increased. Clauson added that he has met with the Sherriff’s Office to explore the possibility of making a similar agreement, primarily due to jurisdiction issues.

**Discussion:**

Commissioner Mockler stated that she is encouraged that Kitsap Transit is engaging in talks with the Sheriff’s Office.

**Mayor Erickson moved and Commissioner Garrido seconded the motion to adopt Resolution No. 24-09, authorizing staff to award a contract for after hours police services to the Bremerton Police Department in the amount of one hundred twenty-seven thousand four hundred dollars (\$127,400).**

**Motion passed unanimously.**

- b. Resolution No. 24-10, Contract Award Training Facility Siting Study

Executive Director Clauson shared that this resolution is to award a contract to Perteet Inc. for the Training Facility Siting Study. The 2024 budget included the siting study to locate a potential site

for a training center. He stated that one of the CDL requirements is having a driving course which would also be used as a training course. Clauson shared that Kitsap Transit has the driving simulator which helps in training but noted that it does not replace the experience of drivers getting behind the wheel. He stated that Kitsap Transit has gone through the RFP process and this step is following the federal requirements that could eventually assist in obtaining the federal funding for this project.

**Discussion:**

Commissioner Rolfes asked if the Board has seen the scope of work or if this has been presented.

Executive Director Clauson stated that the Board has not seen the scope of work because the Board isn't involved with that. He shared that, in the budget process, the Board did approve the allocation of funds to move forward with this process.

Commissioner Rolfes stated that she isn't aware of CDL training offered on the Peninsula but would like to have the consultant investigate partnerships with Olympic College or private partnerships. She shared there may be a way to leverage this for WorkForce training in the broader community, examples being school bus drivers or commercial truck drivers.

Executive Director Clauson shared that the agency driving course would be laid out for buses and be applicable for school buses, the driving course would need to be laid out differently for commercial tractor trailer licenses. He stated that, in the future, Kitsap Transit would reach out to other entities and assist but right now Kitsap Transit is looking at their needs and following the federal guidelines.

Commissioner Rolfes asked if the consultants are doing the work, locating potential sites and design.

Executive Director Clauson stated yes, to come up with the basic needs in developing a training facility. Once they know that ten acres are needed, they go look for reasonable sites with the property needed to develop the facility.

Commissioner Rolfes asked if there is a point where the consultant will look at co-operation or co-location while they are doing the study. She stated that if Kitsap Transit is going to come back to the Board in a year and ask for a Capital budget, there should be a business plan in place showing how the facility could work and be utilized by the whole community.

Executive Director Clauson stated that Kitsap Transit could add this to the study, reaching out to Olympic College and exploring opportunities for joint development. He shared that, with the federal government, there seems to be a wall between public transportation and school transportation.

**Commissioner Walters moved and Mayor Erickson seconded the motion to adopt Resolution No. 24-10, authorizing contract award to Perteet Inc. for the Training Facility Siting Study in the amount of four hundred eighteen thousand two hundred seventy-three dollars (\$418,273).**

**Motion passed unanimously.**

c. Resolution No. 24-11, Purchase ARI Hetra Bus Hoist

Executive Director Clauson shared that Kitsap Transit's heavy-duty maintenance is being conducted in a building that was built in the 1940s and designed to accommodate three vehicle stalls. He stated that they are maximizing the space by using portable hoists, which are large units that slip under the tires of a vehicle and synchronized to raise at the same time. Clauson stated that, three months ago, one of the hoists went down. Parts had been ordered, but there is no projected delivery date, causing work to be delayed because of this. He shared that this purchase was not anticipated and not included in the 2024 Capital budget. Staff have researched the purchase of a new hoist utilizing the Sourcewell contract and is seeking permission to move forward to purchase a replacement hoist.

**Discussion:** None.

**Mayor Erickson moved and Commissioner Mockler seconded the motion to adopt Resolution No. 24-11, authorizing staff to purchase one ARI Hetra bus hoist for the sum of forty-eight thousand nine hundred fifty-seven dollars plus applicable taxes and delivery fees (\$48,957).**

**Motion passed unanimously.**

d. Resolution No. 24-12, 2024 Transit Driver Appreciation Day

Executive Director Clauson shared that this resolution is acknowledging and supporting the implementation of Transit Driver Appreciation Day. He stated that the first public transit appreciation was identified and implemented in Paris on March 18, 1662. He shared that this is a great opportunity to acknowledge and thank the drivers of the public transit system throughout the world.

**Discussion:**

Mayor Wheeler requested that one of the Board members read Resolution No. 24-12 aloud.

Councilmember Mockler read Resolution No. 24-12 aloud.

Commissioner Rolfes asked if there is a plan for asking the customers to participate with a simple wave, smile, or thank you.

Executive Director Clauson stated that he will look to Marketing for a formal reply, as those communications go out to the riders through social media and rider alerts.

Commissioner Garrido asked if Kitsap Transit will be advertising in the newspaper and publicly so the whole community knows and can participate in this.

Executive Director Clauson stated yes.

Mayor Wheeler stated that he has noticed on his walks that when he sees a transit driver, they are looking for an opportunity to engage in a friendly way. He shared that it is consistent, impressive, and much appreciated. Mayor Wheeler asked Mr. Driskell to thank staff and let them know that they are doing good work.

**Commissioner Rolfes moved and Councilmember Stern seconded the motion to adopt Resolution No. 24-12, authorizing staff to acknowledge March 18, 2024 as Transit Appreciation Day in Kitsap County.**

**Motion passed unanimously.**

#### **7. EXECUTIVE DIRECTOR ITEMS** (Presented after Staff Recognition/Progress Reports)

Executive Director Clauson updated the Board on the following topics:

- Alternate for PSRC Transportation Policy Board

**Commissioner Rolfes moved and nominated Councilmember Mockler for the alternate position on the PSRC Transportation Policy Board. Councilmember Moriwaki seconded the motion.**

**Discussion:** None.

**Motion passed unanimously.**

Mayor Erickson stated that this position is really for two Boards, the Transportation Policy Board, and the Transit Caucus. She shared that if Mayor Putaansuu is unable to attend the meetings, then Councilmember Mockler attends.

- Climate Commitment Act Funding

Executive Director Clauson shared that at the State Transportation Board meeting in Olympia he had an opportunity to speak with some of the elected officials about the initiative to repeal the Climate Commitment Act. He stated that this item is on everyone's radar, and that it is unknown how it will affect transit and the state as a whole. Clauson shared that they all believe the

importance for voters to understand the issues around the Climate Commitment Act and that it is not just a tax added to gasoline. Clauson shared that the State Transit Association has approved funding to do an informational campaign about the Climate Commitment Act. This will help to make sure the voters are informed and understand all aspects of the initiative before they vote.

- World Cup 2026 Hosted by Seattle

Mayor Wheeler shared that there is going to be a tremendous amount of demand for public transit during the World Cup in 2026. He stated that forming a sub-committee to help with preparing for the transportation demands may be helpful.

Executive Director Clauson shared that there are organizations in the county that are already at work on this. He stated that Kitsap Transit may not be involved in the overall planning process but in the anticipated impact. Clauson stated that their focus is on the transportation from Kitsap County to Seattle and challenges with moving large amounts of people from one place to another. He added that more discussion will be needed to address all the issues and challenges.

Mayor Wheeler stated that the Board has been forewarned about the event and will be ready for Kitsap Transit's reports and to respond as needed.

Commissioner Rolfes stated that she reviewed the schedule for the World Cup, verifying that the event is spread throughout the West coast from Canada to Mexico. She shared that the anticipation should be more like a few cruise ships of tourists and making sure that Kitsap Transit and the county can accommodate that. She stated that Kitsap Transit's efforts need to be organized in 2025 to be able to ask for help.

Executive Director Clauson stated that in addition to the six events, there will be practices at different locations and other events taking place where transportation will be needed. He shared that the issues will be figuring out what the impact and duration will be and then being prepared and positioned to assist.

Commissioner Walters thanked Executive Director Clauson for bringing this forward early enough to get prepared for the World Cup. She stated that the Greater Kitsap Chamber is looking for Kitsap County to be a fan site and having Kitsap Transit prepared for the number of fans that will be visiting is key.

Executive Director Clauson stated that with the hotels focusing on this event, Kitsap Transit will need to have a plan to transport fans from hotels to the ferries and back. He shared that they all need to come together on unified preparations.

## **8. STAFF RECOGNITION / PROGRESS REPORTS**

- a. Recognizing Drivers of the Month for December 2023 (8:45am)

ACCESS Manager Jeff Vinecourt announced the December 2023 ACCESS Driver of the Month, Danny Hoyt. He has been with ACCESS since February 2, 2020, and this is his first Driver of the Month Award. Danny's most memorable moment was getting stuck in the ice and having a supervisor and maintenance worker come get him out with a sand truck. His words of advice for his fellow drivers: "Stay calm and learn the back roads. Many times, the main road is the wrong road to take."

Worker/Driver Supervisor Cyndi Griffey announced the December 2023 Routed Driver of the Month, Li Parshall. He has been a Routed driver since July 1994, and this is his first Driver of the Month Award. Li has been awarded 25 Way to Go Awards, 3 Distinguished Driver Awards, and has been on the Honor Roll 100 times in his career at Kitsap Transit. He earned his 18-year Safe Driving Award in February 2023. His most memorable moment at Kitsap Transit was winning the 1996 Peninsula Rodeo Cup! His Words of Wisdom to fellow drivers: "Patience is a virtue. All things are possible. Be responsible for the things you do in life."

Worker/Driver Supervisor Cyndi Griffey announced the December 2023 Worker/Driver of the Month, Robert Westcott. He joined the Kitsap Transit Worker/Driver Program in 2009. His most memorable moment was getting his clipboard after passing his CDL test. Robert's words of wisdom to his fellow drivers: "Drive with the big picture in mind, not the finish line, and that it's about attitude; make it about the customer first."

b. Recognizing Drivers of the Year 2023

ACCESS Manager Jeff Vinecourt announced the 2023 ACCESS Driver of the Year, Prince Banas. He has been an ACCESS driver since September 2018, and was Driver of the Month in September 2023 and October 2022. Prince is a Driver Mentor and has a 4-year Safety Award. His words of wisdom to his fellow drivers: "Treat your first passenger of the day with respect, then do the same to the rest of the people you pick up throughout the day."

Worker/Driver Supervisor Cyndi Griffey announced the 2023 Routed Driver of the Year, Martin Henkel. He has been with Kitsap Transit since April 2017, and has received 11 Way to Go Awards, 1 Team Top Notch Award, has been on the Honor Roll 52 times, and earned his 6-year Safe Driving Award in September 2023.

Worker/Driver Supervisor Cyndi Griffey announced the 2023 Worker/Driver of the Year, Sam Pruitt. He has been a Worker/Driver since October 1994, and was awarded the WSTIP Safe Driving Award in 2017 for 22 years of driving accident-free. Sam has two memorable moments in his driving career: 17 years ago, a car passed his bus on the right shoulder at 50 mph while a passenger was alighting. He closed the door quickly, hitting the passenger on the nose but probably saved his life. The second was a bus fire on April 26, 2023. His quick thinking protected the passengers and saved the bus.

Executive Director Clauson shared that every year he has the great honor of announcing the Drivers of the Year. He stated that the process for selecting Drivers of the Year is quite involved.

The drivers must have received a Driver of the Month in that year, and the Drivers of the Month vote amongst themselves to recommend an individual. Drivers of the Year from the past five years have input on the selection, and the names go to the Supervisors for the final decision. He added that the Drivers of the Year receive a designated parking space and are the only ones in the agency that get a dedicated parking spot. Clauson thanked and acknowledged all the operators for the great job that they do.

c. January 2024 Report from KT Lobbyist

Councilmember Mockler asked if there are any members of Kitsap Transit or the Board of Commissioners who are joining Mr. Doty to lobby the Legislature on the bills?

Executive Director Clauson stated that he has testified and knows of a couple of Kitsap Transit staff who have testified before various committees. He shared that he is a member of the Washington State Transit Association who recently held their First quarterly meeting in Olympia. They had the opportunity to meet with Transportation Chairs and others.

Commissioner Walters stated that she and Commissioner Garrido recently took the Kitsap Transit's Legislative Priorities to the Kitsap Legislative Reception.

Mayor Erickson shared that she forwarded the list to the Poulsbo City Council Members that are going to be joining us in Olympia. She asked if the WSTA issues, House Bill 2191 and Senate Bill 6185 would alter the Board if passed.

Councilmember Stern stated that he is in Olympia with a list of items that he will be engaging with the Legislature.

Regarding Mayor Erickson's question, Executive Director Clauson stated yes, as it is currently being proposed, it would be voluntary, and the Board would make that decision. Clauson shared that he heard from the Chair of the Senate Transportation Committee that he would like to have a study done to answer some of the questions raised, such as who should be on the Board, what groups would be represented, legal issues of determining how tax dollars are spent and if the non-elected members participate in those decisions.

Mayor Erickson stated that almost half of the Health District Board is now non-elected people and the issue of how the tax dollars are spent was a concern. She shared that the non-elected members have done great work, so that issue is no longer a concern. She added that the dynamic of the Health Board has changed for the better and that this could be a good thing for the Board, depending on how it is structured.

Executive Director Clauson stated that the Community Advisory Committee has a broad representation of interests from users of the system, geographic location, Olympic College, Kitsap Mental Health, representing a number of voices from the community. He shared that this method of reaching out to the community and gaining their input captures a larger segment of the

community voice. Clauson stated that selecting only two individuals to place on the Board would leave a large portion of the community voice left out. He added that he would like an opportunity to get together and figure out what is going to work the best and identify what problem we are trying to solve with this process.

Councilmember Moriwaki referenced Doty's report, stating that it would be helpful to list the members' party affiliation and which city or District they are with. He shared the report lists the name but doesn't inform where that legislation may be going or an indication of the members that are sponsoring the bill.

Mayor Wheeler stated that if transit or the Lobbyist needs support, just call.

Councilmember Stern left the meeting at 9:27 AM.

- d. Draft Financial Reports through December 2023
- e. Capital Work in Progress December 2023
- f. Fuel Costs Report through the end of January 2024

Remaining Progress Reports stand as presented.

## **9. PUBLIC COMMENTS**

Dr. Tiffinie Isreal, RN, MSN, NE-BC, shared her research and report on Transportation Insecurity Among Kitsap County Residents located in Outlying Areas. The focus of her public comment was advocating for increased *ACCESS* services to outlying areas in Kitsap County. Dr. Isreal presented the following questions to the Board:

- How is a proposal for additional funds to be allocated to increase ADA services to outlying areas presented to the community?
- How does the community know what is being voted on?
- Where can citizens find information on where and when to vote?

## **10. FOR THE GOOD OF THE ORDER:**

Councilmember Mockler stated that she attended the Bremerton Ferry Coalition. When people were asked their opinion of the ferry system, in general, several hands went up for poor to fair. She requested that the question be split into a WSF and Kitsap Transit Ferry distinction, and the number of hands stayed the same for poor to fair. Mockler stated that possibly Marketing might be able to help in distinguishing the difference between WSF and Kitsap Transit Ferries with the riders.

Councilmember Mockler shared that she has been reviewing the draft comprehensive plan and Dial-a-Ride for Bremerton, stating that so much of this is dependent on density. She requested a cost estimate for Dial-a-Ride in Bremerton, Monday through Saturday, and other areas within

Kitsap County. She shared that the frequency of buses is an issue with riders and the fact that they don't come often enough to rely on them.

Executive Director Clauson asked Councilmember Mockler if the proposal for Dial-a-Ride would be in addition to what Kitsap Transit is currently doing or instead of what they are currently doing?

Councilmember Mockler stated that many other municipalities throughout Kitsap County have Dial-a-Ride and Routed bus service.

Executive Director Clauson stated that Kitsap Transit is obligated to provide Dial-a-Ride service for the disabled community within  $\frac{3}{4}$  of a mile of each fixed route. This is currently being done within the City of Bremerton in addition to the fixed route. He shared that there is Dial-a-Ride on Sunday. For areas without a fixed route, passengers can call, schedule a ride, be picked up at a stop close to their home, and taken to a fixed route. Clauson asked if she is asking for Dial-a-Ride in addition to the fixed route or in place of the fixed route.

Councilmember Mockler stated that this is a matter of equity, giving examples of Bainbridge Island and Poulsbo having fixed routes and Dial-a-Ride. She shared that she would like Dial-a-Ride in addition to the fixed routes.

Executive Director Clauson asked Councilmember Mockler if they could set up a meeting to talk through this to have a better understanding of her request.

Commissioner Rolfes stated that she is supportive of better bus routes in Bremerton and the County needs better routes and service in Silverdale and Kingston as they try to create density. She shared that having a subcommittee in place to focus on non-routed service throughout the county may be an option to find where the need is greatest.

Executive Director Clauson stated that Kitsap Transit has tried the committee structure; it was mildly successful which is why the Board Work Study sessions are in place. He shared that it might be valuable to discuss this in a Work Study meeting where the entire Board would have the opportunity to share.

Mayor Wheeler stated that this was discussed in the Saturday meeting where transit could be part of the solution, especially on Bainbridge Island.

Councilmember Moriwaki stated that the problem on Bainbridge Island is that Kitsap Transit is a commuter service. BI Ride is doing what it can. How do you increase the ridership? Moriwaki shared that he would like to see this discussion in a Work Study meeting.

Councilmember Mockler requested that circulator buses be included in the conversation.

**11. ADJOURN:** At 10:08 AM, Chairperson Wheeler adjourned the regular meeting.

**ADOPTED** by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 5th day of March, 2024.

Attest:

DocuSigned by:  
*Jackie Bidon*  
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Jackie Bidon, Interim Clerk of the Board

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*Greg Wheeler*  
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Greg Wheeler, Chairperson