

**SKAGIT TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
MEETING MINUTES**

Tuesday, February 13, 2018  
Skagit Station Conference Room  
Mount Vernon, WA

**Committee Members**

Doris Brevoort, via phone  
Craig Edens  
Louise Edens  
Chris Jones  
Judy Jones  
Lynne Jordan  
Joy Kane  
Joe Kunzler  
Dick Phillips  
Valerie Rose, Vice-Chair  
Dave Stevens

**Skagit Transit**

Coni Carrothers  
Brad Windler

**Members of the Public**

None

**I. Call to Order**

The meeting was called to order at 5:05 p.m. by the Vice-Chair Valerie Rose.

**II. Introductions**

Brief introductions were made by committee members.

**II. Public Comments**

There were no public comments.

**IV. Approval of Minutes**

A motion was made by Joe Kunzler and seconded by Lynne Jordan to approve the minutes of the January 09, 2018 minutes as written.

**V. Nominations & Election of Special Project Assistant**

Brad Windler gave an overview of the new Special Projects Assistant position, as outlined in the by-laws. Joe Kunzler nominated himself. There were no other nominations from the floor. Brief discussion was held. Hearing no objection, Valerie Rose declared Joe the Special Projects Assistant. Valerie presented Joe with a model of a Community Transit double decker bus as a thank you for all he does, and will do, for the CAC.

## **VI. Event Participation**

Coni Carrothers shared that there are two major events that Skagit Transit would like the CAC to help with. The first is the Berry Dairy Days Parade on June 16<sup>th</sup>. The other is the Family Resource Day at the Skagit County Fair, on August 9<sup>th</sup>. More information will be available in the future but please save the date. Joe made a motion that the CAC discuss Dump the Pump Day. The motion was seconded by Joy Kane. Motion carried. Joe stated that last year's event was a success and participation should be considered again. This year's date is Wednesday, June 20<sup>th</sup>. Discussion was held on whether to participate on the national day or a different day, perhaps in the fall. Lynne suggested September would be good with students back to school. Valerie made a motion to put Dump the Pump Day on the agenda for next month's meeting; seconded by Lynne Jordan. The motion carried.

## **VII. Website Review**

Brad Windler provided a visual demonstration of the revised website design and layout. He answered questions and took comments from the CAC. Comments included: The "Member Login" is too confusing. It is for administrators only and should be hidden. An error was pointed out. "Citizen" should be *Community*, for the Community Advisory Board. The Trip Planner should be in a prominent position. It would be nice to have more detail in the System Map, such as street names. "Text anchors" should be utilized for assistive technology users. The forms should be in editable formats as well. Brad stated that audio files cannot be added at this time. Riders will be able to purchase bus passes on-line. This will be especially helpful for commuters. Joe asked if photos could be donated for the website. Brad stated they would be much appreciated as long as there are not people in them. He thanked the CAC for their feedback. The goal is to have the website changes completed in a month.

## **VIII. Staff Report**

Brad Windler introduced the CAC to a new software called Remix. Remix is a service planning tool. Remix makes it easy to see who has access to transit, where and how often. It pulls in census data on minorities, senior citizens, poverty and employment. Brad will present, with this software, at future CAC and public meetings on the Strategic Plan.

#### **VIV. Round Table**

Louise Edens shared that she and Craig observed a bus driver handling a difficult client in a very positive and kind manner. Chris Jones reported outstanding customer service from the 80x driver at Skagit Station who took the time to escort him into the building. Skagit Transit has been notified of their quality work. Joy Kane shared a concern she has about seatbelts, especially in light of recent school bus accidents. Brad provided a brief explanation of why larger coaches do not have seat belts. Joe has extra lanyards if anyone needs one for their bus and Orca passes. He shared information on the High Speed Rail being considered by the state legislature. A suggestion was to put it on the agenda for next month if the legislature is still in session. Coni asked Joe to send her a link and she will pass it on the CAC members.

#### **VII. Adjournment**

A motion was made by Valerie Rose to adjourn the meeting; Joe seconded. The motion carried. The meeting was adjourned by Valerie Rose, Vice-Chair, at 6:05 p.m.

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Coni Carrothers, Mobility Outreach Specialist

Attest:

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Brad Windler, Service Development Planner