Community Advisory Committee (CAC)

Draft Meeting Minutes

Date: January 13, 2026
Time: 4:30 PM – 5:30 PM
Location: Hybrid (in person at Skagit Station & Microsoft Teams)
Recorded by: Skagit Transit

1. Call to Order

The meeting was called to order at approximately 4:32 PM by Chair Judy (after brief technical difficulties with remote access).

2. Roll Call

Members Present: Doris Brevoort, Ray Bock (Special Projects Assistant), BJ Carol, Louise Edens, Robin Gosney, Chris Jones, Judy Jones (Chair), Mike Kerr, Monette Partin, Dick Phillips, Irene Prokuski (Vice-Chair), Valerie Rose and Dave Stevens

Staff Present:
Maleah Kuzminsky, Rogelio Conejo, Sarah Pelle and Derek Messling

Guests/Public:
Public Commenter: Joe Kunzler (Virtual)

A quorum was confirmed.

3. Announcements

Birthdays:
BJ - January 2nd
Valerie - January 14
New Staff Introductions (Skagit Transit):
Sarah Pelle – Event Specialist & Travel Training
Derek Messling – Marketing & Public Affairs Specialist
Jennifer "Jenny" Selander – Customer Service (recent hire)
Appreciation expressed for Rogelio for interim customer service support.

4. Public Comment

Joe Kunzler addressed the committee regarding:

- Legal clarity around transit rider representation and employee eligibility
- Expressed desire to serve as interim rider representative if needed
- Encouraged CAC discussion on flood evacuation performance and rider experience

The Committee acknowledged comments and noted follow-up is underway.

5. Approval of December 2025 Minutes

Motion: Approve December 2025 minutes as submitted
Moved by: Chris Jones
Seconded by: Valerie Rose
Vote: Passed unanimously

6. Skagit Transit Staff Update - Maleah Kuzminsky

Ridership (November 2025):

Fixed Route: 41,533 riders (↑ 8.09% year-over-year)
Paratransit: 6,417 riders (↑ 12.44%)

Key Updates:

- Selection of Spare Labs software for Paratransit & future Microtransit pilot, to provide: accessible rider app, multilingual capability, and improved scheduling and capacity optimization.
- Discussion of staffing challenges related to long-term leaves and overtime
- Anticipated certification of Automatic Passenger Counters (APCs) enabling detailed boarding data and heat maps
- Microtransit identified as potential strategy to improve efficiency and service in low-density areas
- Improved ridership could unlock additional state funding.

7. Committee Discussion

Topics included:

- Challenges comparing Skagit Transit to peer agencies due to rural/urban mix

- Importance of increasing service frequency on connector routes
- East County service gaps (e.g., 70X)
- Driver recruitment ideas, including partnerships with colleges and targeted marketing
- Value of CAC members engaging riders directly for feedback

8. Old Business

Follow-up on Public Comment (Liam Diephuis – prior meeting):

- Operations reviewed concerns regarding transfers at Chuckanut
- No specific incident identified due to lack of time details
- Encouragement for riders to report future incidents promptly

9. New Business – Bylaws Review (Draft Recommendations)

Three proposed changes were discussed:

- New Member Orientation
Consensus to make orientation a joint responsibility of the CAC Chair *and* Staff Liaison
- Meeting Recordings
Remove outdated language requiring backup audio recordings by Special Projects Assistant
- Officer Nominations Process
Discussion revealed need for clearer distinction and timeline between:
Recommendations vs. Nominations
Decision: Further refinement required
- Action: Table final decision for future meeting

10. Future Agenda Item (Information Only)

- Draft recommendation regarding transit rider representation on the Skagit Transit Board distributed for review. To be discussed at a future meeting after Chair consultation with Board Chair.

11. Adjournment

The next meeting of the Community Advisory Committee will be held on the second Tuesday of the month, February 10th, at 4:30 PM, with both in-person at Skagit Station and virtual attendance options available. Meetings are open to the public. Virtual meeting access is available via Microsoft Teams.

Motion to Adjourn:
Moved by: Ray Bock
Seconded by: Dave Stevens
Vote: Passed unanimously
Adjourned at: Approximately 5:35 PM