

**MEETING MINUTES**

Spokane Regional Transportation Council  
**Transportation Advisory Committee (TAC) Meeting**  
Monday, August 24, 2020 – Zoom Virtual Meeting

**1. Call to Order/Roll Call** - Chair Kennet Bertelsen brought the meeting to order at 3:02 pm.

***Members Present:***

Kennet Bertelsen, Chair	Rhonda Young, Vice-Chair
Christopher Barnes	Raychel Callary
Todd Coleman	Mark Haberman
Carlie Hoffman	Dave Richardson
Melanie Rose	Jonathan Schrock
Kieran Sprague	Janet Weldon

***Guests:***

Karl Otterstrom	Spokane Transit Authority
Adam Jackson	City of Spokane Valley
Paul Kropp	
Kristine Williams	Spokane Transit Authority
Anna Ragaza-Bourssa	WSDOT-East. Region
Nina Stocker	WSDOT-East. Region

***SRTC Staff Present:***

Sabrina Minshall, Executive Director  
Ryan Stewart, Principal Transportation Planner  
Jason Lien, Principal Transportation Planner  
Kylee Jones, Associate Transportation Planner II  
Julie Meyers-Lehman, Admin-Exec Coordinator

**ACTION ITEMS**

**2. Approval of Minutes** - Chair Bertelsen noted that Christopher Barnes' and Jonathan Schrock's names were mistakenly omitted from the Members Present list of the July meeting; the minutes will be corrected to include their names.

***Mr. Schrock made a motion to approve the July 2020 meeting minutes as amended. Ms. Rose seconded the motion. All votes were in favor.***

**EDUCATION ITEMS**

**3. DivisionConnects Study** – Mr. Lien provided an overview of the study, addressed project milestones and outlined current status.

**4. US 195 / I-90 Study** – Mr. Stewart reported on the study's purpose and history, project deliverables, described the next steps and outcomes process.

**5. Chair Report on SRTC Board of Directors Meeting** – Chair Bertelsen reported on the topics and discussions covered at the August 13 Board meeting.

**INFORMATION and DISCUSSION ITEMS**

**6. TAC Member Discussion: TAC Work Plan Finalization** – Ms. Young read from the draft August Board minutes about their discussion on the TAC work plan. Mr. Bertelsen noted he has not received any written comments from Board members to date, but he had a long phone conversation Mr. Gribner in which he relayed his comments/concerns they discussed them.

Mr. Bertelsen commented that the Board was very supportive of the proposed work plan's content/ proposed deliverables and they suggested no revisions or changes; their main concerns seem to revolve around the TAC's interactions and engagement with the Board and the TTC.

The TAC members, Mr. Otterstrom (TTC Chair) and Mr. Jackson (TTC Vice-Chair) and staff discussed at length; some comments included:

- The TTC consist of agency staff who deliver projects.
- As agency employees, TTC members work either directly or indirectly for Board members. While the TAC is a resource to the Board, the members are volunteers and separated from any kind of work relationship.
- The TAC can be an effective tool for providing messaging from the community and a different perspective to the Board than they receive from the TTC
- The TTC members have greater capacity for participation in technical issues since that is part of their job
- According to the bylaws, Board approval of a TAC work plan is not required, but the group wants to acknowledge and be responsive to the Board's concerns.
- Need to make sure that recommendations coming from the TAC's work are worded carefully so they cannot be mistakenly construed as dictating direction to the Board.
- Several people emphasized that the TAC, TTC and Board all work together toward the same underlying goal of improving the regional transportation system for everyone.
- The importance of creating a workflow with ideas going back and forth between the TAC and the TTC before going to the Board.

Mr. Bertelsen said as the Board expressed disagreement about work plan content or deliverables he feels the TAC should begin working right away while continuing to engage in conversations with the Board to address their concerns about engagement and interaction. He asked the group what they felt next steps should be; the consensus was to begin digging in as soon as possible.

Ms. Minshall said the work plan document will be edited a final time to tighten up the wording and will be distributed to members again for review. She asked members to respond after reviewing to let staff know which of the topics would be their primary interest or the one in which they have some experience, and another would be their secondary interest.

**7. TAC Work Plan Finalization with Members of the SRTC Board of Directors and Transportation Technical Committee** – As mentioned in the item above, Mr. Otterstrom and Mr. Jackson of the TTC committee were at the meeting and participated in discussions. Board members were invited to the meeting, but no one was available to participate.

**8. Adjournment** – There being no further business, the meeting adjourned at 4:32 pm.

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Julie Meyers-Lehman,  
Acting Recording Secretary