



**Pierce Transit
Community Transportation Advisory Group
Pierce Transit Training Center
Rainier Conference Room
Minutes – February 19, 2015**

CALL TO ORDER

Meeting called to order at 5:34 p.m. by Chair, Penny Grellier.

ROLL CALL AND ATTENDANCE

CTAG members present: Chris Beale, Penny Grellier, Chris Karnes, Sandy Paul, Hongda Sao, Steven Schenk, Tyree Smith and Richard Zalucha

CTAG members absent: Paul Bala and Bridgett Johnson

Pierce Transit employees present: Tina Lee, Service Innovation Administrator; James Sullivan, Administrative Specialist; and Ryan Wheaton, Business Partnerships Administrator

APPROVAL OF MINUTES

Sandy Paul moved to approve the January 15, 2015 minutes. Chris Beale seconded. Motioned carried.

CTAG MEMBERS AND STAFF REPORT ON ACTIVITIES

Penny Grellier thanked Carol Mitchell for her assistance with CTAG.

Hongda Sao shared a pilot project Beyond the Borders has implemented. New areas involved in this pilot program include; Eatonville, Orting, Buckley and Sumner. The project started in January 2015 and will last through June 2015.

Chris Beale reported on the Route 425 Open House he attended at the Puyallup Library on January 28th 2015.

Chris Karnes reported on the Board of Commissioners' Study Session he attended. He distributed his comments to Ryan Wheaton via e-mail.

Steven Schenk informed the City of DuPont distributed an announcement regarding potential implementation of Pierce Transit service in DuPont. The City of DuPont is at the beginning stages of this plan.

Sandy Paul report on the Board of Commissioners' Study Session he attended. Sandy shared an idea of making sustainability part of all goals instead of its own goal.

PUBLIC COMMENT

Betsy Elgar, local business woman and caregiver read a statement regarding Pierce Transit service. Her statement included topics on fares, salaries of employees and safety of passengers and drivers.

DISCUSSION ITEMS

1. CTAG Member Orientation Update – Carol Mitchell: Carol Mitchell distributed a proposal of orientation topics for CTAG member orientation. Members discussed dates of interest for the orientation. Ryan Wheaton proposed e-mailing members to coordinate which dates are off limits to them.
2. Strategic Plan Update – Ryan Wheaton: Ryan Wheaton distributed a timeline of meetings and important dates related to the Strategic Plan and also a revised list of goals from the Board of Commissioners' Study Session. Ryan reported on the February 2nd Leadership Team Meeting. 244 comments were submitted from the Leadership Team meeting and 34 from the CTAG meeting. The comments were tallied and categorized into 13 themes. Ryan informed there were two changes from the original Strategic Plan. Balanced Service is now included in the goal "Innovative Solutions" and "Engaged Workforce" is now a goal. Board of Commissioners' Study Session attendees voted on what they thought was the most important strategic goal. Ryan informed CTAG members can e-mail him about any area of the strategic plan and he'll forward it to the person responsible for that specific area.

Penny Grellier asked if the new CEO will take charge of this plan when he or she starts, or is a possibility they could start all over. Ryan indicated the new CEO can do either, but staff plan for a continuation of the revised plan once the new CEO begins.

3. Puyallup Community Connector Update– Tina Lee: Tina Lee distributed documents pertaining to the Route 425 – Puyallup Connector. Included in the handouts were comment themes from the community members, Title VI Service Equity Analysis, route performance and a rider survey including demographics. Tina reported 26-27 community members attended the Open House at the Puyallup Library. The majority of attendees were senior housing residents. Route 425 has helped decrease SHUTTLE ridership by 12 percent to and from SHAG.

Penny mentioned pairing up perspective riders with bus buddies.

Tina informed the plan is to ask the Board of Commissioners to operationalize the service.

Chris Karnes asked what the timeline is with Route 425 and the Board of Commissioners. Tina informed discussion on operationalizing the service will be done at the March 9th, Board of Commissioners' meeting. The route is approved through June 6th, 2015. If the route is not approved to become operationalized, it gives adequate time between March 9th and June 6th to inform riders. Chris also asked Tina if there was a way business partnerships could help buy down the fare, similar to the Gig Harbor Trolley service. Tina shared it is a possibility, but PT cannot have agreements with businesses to buy down fares. In Gig Harbor, businesses donated to the city who then bought down the fare for the Trolley service.

Penny Grellier motioned for the CTAG Board to put forth a statement of support to operationalize Route 425. Chris Beale seconded. Motion carried.

4. CTAG Meeting Dates and Selection of Chair for 2015-2016: CTAG Board talked about changing their meeting date to better coincide with the Board of Commissioners' meeting. Penny Grellier motioned to change the CTAG Board meeting date from the third Thursday of the month, to the fourth Thursday of the month beginning in April. Chris Beale seconded. Motion carried.

Penny Grellier motioned to attend the CEO candidate meet and greet on March 19th in lieu of the March 26th CTAG meeting. Chris Karnes seconded. Motion carried.

Chris Beale nominated Penny Grellier for CTAG Chair. Chris Karnes seconded nomination. Motion carried. Penny Grellier accepted the role of CTAG Chair.

Selection of CTAG Vice-Chair was tabled for after the CTAG Orientation.

PIERCE TRANSIT NEWS AND ANNOUNCEMENTS

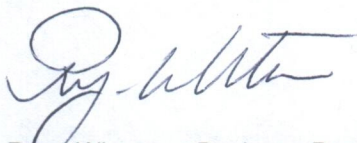
Carol Mitchell reported on the following news articles and announcements:

- New Interim CTAG Liaison- Ryan Wheaton
- Community Outreach Calendar – CTAG Member contributions to the calendar
- New CEO Candidates Meet and Greet – Thursday, March 19, 2015 (Location TBD)
- New CEO Interviews – Friday, March 20, 2015 at 9:00 AM – 3:00 PM with Board.

ADJOURNMENT

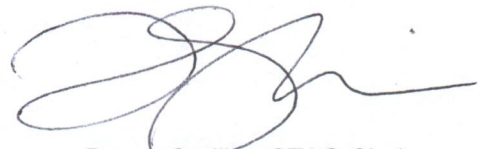
The meeting was adjourned at 7:06 p.m. by Penny Grellier.

Submitted by:



Ryan Wheaton; Business Partnership Administrator

Approved by:



Penny Grellier, CTAG Chair