



King County Transit Advisory Commission
January 21, 2020
6 p.m. to 8 p.m.
201 S. Jackson St.
General Manager's Conference Room

6 p.m. **Welcome, Consent Agenda, and Announcements** (Lin Robinson)

- Consent agenda
 - September 22, 2019 Meeting Minutes
 - October 16, 2019 Meeting Minutes
 - November 19, 2019 Meeting Minutes
- Announcements
 - Min Cho, Anthony Pagliocco, and Steve Ferreira resigned from commission last month

6:10 p.m. **TAC Retreat Continued** (Cindy Chen and Michelle Huynh, Community Engagement Planners)

Planning for 2020

- Review of projects
- TAC priorities
 - What's it mean to be a priority project?
 - Does the commission want to be kept in the loop on the other projects?
How? What level of detail?
- How should one off requests be handled?

Meeting Schedule

- What's feasible for a two-hour meeting?

Recruitment

- Current roster
- Who else needs to be at the table?
- What's the ideal number of commission members?

7:45 p.m. **Adjourn** (Lin Robinson)



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Commission members in attendance: Jacob Struiksma, Cheryl Harrison, Pete Rubin, Aaron Morrow, Judy Stenberg, David Johnson, Angela Theriault, Ayan Mohamed

King County staff: Michelle Huynh (Community Relations), Cindy Chen (Community Relations)

Vice chair Pete Rubin opened the meeting. He made an announcement that three people resigned from the commission, and a card was signed by the commission at the retreat and sent to them.

The consent agenda had meeting minutes from September, October, November and the January retreat. The commission approved the consent agenda.

Staff reviewed the list of projects that are coming up in 2020, which are:

- Mobility Framework policy updates
- 2021-2022 budget + regional funding conversation
 - o Coordinate with the chair to easily share information in an accessible way with the commission
- Access: following up on the new contract and projects that were addressed last year
- Operational Capacity Growth includes bus base expansion and the next three bus bases scheduled to be built in the next ten years
- Battery electric buses and fleet electrification
- RapidRide upgrades including the amenities at the stations, construction of H line this year, conversation around safety. This – H line launches in Quarter 2, but will be different discussions throughout the year
- Need and Speed (SUMMARY HERE)

The commission voted on their top priorities for the year, which are as follows:

- Mobility Framework/policy updates
- Biennial Budget for 2021-2022
- Need + Speed

The chair led a discussion about how to engage on these topics as a group. The group discussed how to balance priority topics and how to stay informed about various other topics in a meeting. Several ideas proposed included:

- A more thorough consent agenda was suggested as an idea for containing written updates about other projects



- A need to balance General Manager's updates with member requests, as well as one-off requests from across King County asking for feedback from TAC.

Members discussed a potential subcommittee structure that would work to ensure that a few people are looking at topic areas of interest that will report back at meetings. They also discussed the need for members to do a little bit of homework in between meetings to read and absorb the material. Members suggested adding updates about their three top priorities and other areas of interest in the consent agenda, as well as assigning leads to be the point person for certain topics.

Members agreed that the agenda and other materials should be sent out 7-10 days in advance. Email could be used to give more updates.

Consider what the priorities are for the meeting, then report out on other priorities afterwards.

Presenters need to send materials 7-10 days in advance so that people have time to review; this will make it more accessible to everyone, including those with disabilities.

Several members expressed wanting

- Offer the topic to the group in advance to have a combination of submitting questions by email and personal preparation
- Aaron: always a time issue, takes time to develop information, when is the issue going to be raised at the right time? Problem with the shrinking the agenda, but don't know when a certain item will be ready (internally). The information isn't ready to be shared, or ready to have a fruitful discussion.
- PR: there's a sweet spot between a topic fully fleshed out and something in an unfinished phase; finding those things

Angela: some months were really light and some were really heavy. If it's a light month then we can take more time to go more in depth. I love Rob's presentations, want to keep that. Top priorities. Need to know in advance what we're going to be talking about

Everyone values Rob's presentations and wants to keep those.

- Angela: I think that sometimes we need some flexibility, suppose there's a critical item that we need to adjust; everyone has to be flexible. Nice to have structure, but nice to be able to roll with it
- How we prepare ourselves for the discussion in order to have a meaningful discussion?

Recruitment discussion

Members discussed the ideal number of members in order to accomplish a significant body of work. Currently there are 12 active members, which mean the idea number is around 15-16 so that a few people don't have to be there for every meeting. Members have other obligations and are not necessarily able to attend every month.



Reaching quorum (defined as half the number of members plus one) has been difficult to achieve. The right number of members needs to be fair for the people who are showing up every month, and need to have quorum every month to ensure that the group can get things done.

Cheryl participated in the Access Paratransit Advisory Committee application review process, which anonymized applications and had committees of Metro staff across departments and Cheryl screen applications. She found it helpful to understand people's interests, and demographics; members were interested in utilizing a similar process for TAC recruitment.

Staff clarified that Metro's role in the recruitment would be to conduct outreach to let people know about the openings and promote the application. Members expressed interest in seeing how the outreach is done and specifically noted that senior centers would be good locations to advertise.

Staff will share what districts need representation on the TAC.

Members reflect on their experience on the commission. Some who are in their first term noted that they were not clear on their purpose as a commission in the first year, but the commission has become stronger over time and has gotten the attention of different departments and being engaged at crucial moments.

Members also asked that exit interviews be conducted with members who leave the TAC, either through a survey or a phone call. They also wondered if there was a better time of year to recruit.

At the end of the meeting, the group elected a new vice chair, Jacob Struiksma.

Action items:

- Commission request/action item: need a timeline of when Council will hear a piece of legislation relevant to the TAC, and links to the resources and appropriate documentation
- Member request: Better understanding of when issues are going to the KCC for discussion. Exploring other technology options for calling in or having meetings remotely.
- Member request: What incentives/motivations can be provided to people to join the commission?