

**Authority Meeting Highlights**  
***a brief recap of the August 18, 2021, Authority Meeting***

The meeting was held remotely in accordance with the Open Public Meetings Act guidelines in the Governor's Proclamation [20.28.14](#).

**Wednesday night, the Authority:**

- Conducted a Public Hearing on the Five-Year Vanpool Fare Demonstration Project.
- Authorized the General Manager to execute a contract amendment with CW Janitorial Service to renew the contract for janitorial services and supplies at Intercity Transit facilities for a period of one year in an amount of \$281,578, including taxes. *(Katie Cunningham)*
- Authorized the General Manager to approve funding in the amount of \$435,541.35 to have the Washington State Department of Enterprise Services (DES) enter into a contract for site improvements and updates on the southwest quarter of the Olympia Transit Center (OTC) site with Christensen, Inc. *(Tammy Ferris)*
- Scheduled a remote special meeting for Wednesday, September 15, 2021, to conduct a joint meeting of the Authority and the Community Advisory Committee.
- Nicky Upson introduced Hannah Newton, Marketing, Communications and Outreach Representative.

**General Manager's Report:**

- Staff just completed the interview process for the next Operator class, that is scheduled to start September 20<sup>th</sup>.
- The Operations Department will take the opportunity to introduce the current class of six Operators at the September 1, 2021, ITA meeting.
- The Pattison project is going very well. If you haven't seen the site lately, take an opportunity to swing by. It is beginning to look more and more like those design plans we have been looking at for quite some time. We are still tracking for completion around September 2022. Steve Krueger reminded us this morning at our weekly construction meeting that we issued a Notice to Proceed on August 11 of last year. It is really incredible how much has been accomplished, and we'll be close to completion this time next year.
- We are continuing to work on the design elements and budget for the south parcel, which is the remainder of the campus including the maintenance building, the existing building, the bus yard and employee parking.
- The Avail CAD/AVL project is going well. We anticipate having a presentation for the ITA the first quarter of 2022.

- We did reroute the 60 off Ensign Road for safety purposes, so it travels on Martin Way and Lilly. To our knowledge all is going well.
- Freeman-Manzanares gave a shout out to the City of Olympia staff for moving quickly and extending the green left-hand turn arrow on Martin Way to Lilly. We know that is not an easy thing and that seconds matter with light signals, so a big thank you for helping us out.
- The Transportation Security Administration extended the Federal mask mandate through January 18, 2022.
- We are starting to once again see high numbers of congregate care facilities in outbreak status meaning we are pausing Dial-A-Lift transport to/from these locations.
- We are also seeing an increase of COVID-related activity amongst our staff and are having to cancel meetings like the Operator Communications and Policy Committee (OCPC) which typically meets once a week to discuss and solve service-related issues, because we are tight on Operators, and it is threatening our ability to keep service on the street.
- This is a significant health issue for our employees and passengers. We have taken many steps throughout this pandemic to keep our employees and passengers safe. Including suspending fixed-route service, relying on advanced reservation service, and providing employees with 80 hours of COVID leave to get vaccinated, get tested, or to quarantine.
- We have been researching issues around requiring vaccines as a condition of employment, and in response to the Governor's request that local governments follow suit, staff and our legal counsel will present a resolution similar to the Governor's plan for the ITA's review and approval as quickly as possible.

Prepared August 19, 2021

Pat Messmer/Clerk of the Board