

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA  
January 26, 2026 – Olympia Transit Center  
5:30 PM**

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States, New York City Phone Conference ID: 708 868 381#

**CALL TO ORDER**

- |              |  |                |
|--------------|--|----------------|
| <b>I.</b>    | <b>APPROVE AGENDA</b>  | <b>1 min.</b>  |
| <b>II.</b>   | <b>INTRODUCTIONS</b>   | <b>1 min.</b>  |
|              | A. Intercity Transit Authority Representative ( <i>Mark Neuville</i> ) |                |
| <b>III.</b>  | <b>MEETING ATTENDANCE</b>  | <b>3 min.</b>  |
|              | A. February 4, 2026, ITA Meeting – ( <i>Rachel Wilson</i> )            |                |
|              | B. February 18, 2026, ITA Meeting – ( <i>Ty Flint</i> )                |                |
|              | C. March 4, 2026, ITA Meeting – ( <i>DC Wheat</i> )                    |                |
| <b>IV.</b>   | <b>APPROVAL OF MINUTES – November 17, 2025</b>                         | <b>1 min.</b>  |
| <b>V.</b>    | <b>RIDERS’ ROUNDTABLE</b>  | <b>10 min.</b> |
| <b>VI.</b>   | <b>CAC INTRODUCTIONS</b>   | <b>10 min.</b> |
| <b>VII.</b>  | <b>NEW BUSINESS</b>  |                |
|              | A. Village Vans Update ( <i>Izi LeMay</i> )                            | <b>20 min.</b> |
|              | B. Outreach Ad hoc Sub-committee ( <i>Amanda Collins</i> )             | <b>10 min.</b> |
|              | C. Topics of Interest Restructure ( <i>Amanda Collins</i> )            | <b>10 min.</b> |
| <b>VIII.</b> | <b>RIDERS’ ROUNDTABLE CONT’D. – All</b>                                | <b>5 min.</b>  |
| <b>IX.</b>   | <b>REPORTS</b>   | <b>15 min.</b> |
|              | A. January 7, 2026, ITA Report ( <i>Ty Flint</i> )                     |                |
|              | B. January 21, 2026, ITA Report ( <i>Rabia Sheikh</i> )                |                |
|              | C. General Manager’s Report ( <i>Emily Bergkamp</i> )                  |                |
| <b>X.</b>    | <b>NEXT MEETING – February 23, 2026</b>                                | <b>1 min.</b>  |
| <b>XI.</b>   | <b>ADJOURNMENT</b>   | <b>1 min.</b>  |

**Attendance Report Attached.**

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*Committee materials are available at <https://www.intercitytransit.com/agency/community-advisory-committee>.*

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*Staff Liaison: Amanda Collins – (360) 357-1532 – [acollins@intercitytransit.com](mailto:acollins@intercitytransit.com)*

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- *Sign Language Interpreters (ASL)*
- *Video Remote Interpreting (VRI)*
- *Real-time Captioning (CART - Communication Access Real-time Translation)*
- *Assistive Listening Devices (ALDs)*
- *Text Telephones (TTYs)*
- *Large Print Materials*
- *Braille Materials*
- *Audio Descriptions/Recordings*
- *Screen Reader Compatibility*
- *Qualified Readers*
- *Accessible Digital Documents*
- *Guidance/Assistance*

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**Minutes**  
**INTERCITY TRANSIT**  
**COMMUNITY ADVISORY COMMITTEE**  
**November 17, 2025 – Hybrid Meeting**

**CALL TO ORDER**

Intercity Transit (IT) General Manager (GM) Emily Bergkamp called the hybrid November 17, 2025, meeting of the Community Advisory Committee (CAC) to order at 5:30 p.m.

**Members Present:** Dara Dotson, Doug Riddels, Garret Fuelling, Hallie Sutter, Harrison Ashby, JoAnn Scott, John-Paul Fox-Seidel, Julian Preston, Margret Janis, Michael Gray, Rachel Wilson, Shawn Sandquist, Suzanne Simons, Ty Flint.

**Absent:** Clair Bourgeois, David Payton, Jim Hanley, Rachel Weber.

**Staff and Guests Present:** Emily Bergkamp, Amanda Collins, Nicole (Nikki) Jones, Jesse Eckstrom, Rob LaFontaine, Peter Stackpole, Justin Belk- ITA (Intercity Transit Authority), Sue Pierce- ITA (as an observer).

**APPROVAL OF AGENDA**

**M/S/A by MARGRET JANIS and Ty Flint**

**INTRODUCTIONS**

Emily Bergkamp introduced Authority member, Justin Belk, as the ITA representative attending the meeting and Sue Pierce from the ITA as an observer of the meeting.

**MEETING ATTENDANCE**

- A. November 19, 2025, ITA Meeting** – *(Margret Janis)*
- B. December 3, 2025, Joint Meeting** – *(Michael Gray)*
- C. December 17, 2025, ITA Meeting** – *(Hallie Sutter)*

**APPROVAL OF AUGUST MINUTES.**

**M/S/A by Rachel Wilson and JoAnn Scott**

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**Rider's Roundtable**

The first Rider's Roundtable session was initiated by Amanda Collins to address rider issues, following feedback from the ITA- CAC joint meeting and the CAC self-evaluation survey. She noted that dedicated time was being allocated at the beginning of the agenda for quick issues, with lengthier discussions reserved for a second session later in the meeting.

Amanda then addressed two specific topics brought up beforehand:

- **Transit Ambassador Program Update:** Harrison Ashby had requested an update on the Transit Ambassador program, which Amanda was prepared to share.
- **Service Change Concerns:** Julian Preston raised concerns about the impact of the upcoming service change on seniors, which Amanda suggested could be addressed during Rob LaFontaine's presentation later in the meeting.

The Transit Ambassador program update, provided by Amanda, was based on information from Operations Deputy Director Cameron Crass.

The program is considered a huge success from both a rider and operator perspective.

Recent successful interactions highlighted by the program supervisor, Ron Parker, included:

- Assisting a young lost and nervous female passenger by helping her connect with her grandmother.
- Aiding a customer with trip planning for a long commute to Seattle.
- Connecting a passenger dealing with an abusive relationship with guidance to get to a safe location.
- Helping a young woman find employment by connecting her with a local McDonald's manager.

Ambassadors have also been riding Routes 68 and 94 during high school dismissal times to assist operators with the large number of youth riders. Furthermore, the program is collaborating with Olympia Police Department Officer George Clark to provide additional de-escalation training to ambassadors. Cameron concluded that the program is continuing to be a great success.

Following the update, CAC member Rachel Wilson shared positive feedback about the Walk-N-Roll program at Komachin Middle School. She praised the middle schoolers and the program, specifically highlighting the work of an instructor named SJ Francis, whose teaching was "blown away" impressive. Amanda asked Emily for this positive feedback to be passed on to Kerri Wilson.

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## NEW BUSINESS

### A. Development Update (*Peter Stackpole*)

Development Director Peter Stackpole introduced the Development Department, which consists of approximately 45 people across four divisions: Procurement, Planning, Marketing and Communications (including Walk-N-Roll), and Grants.

He then presented key projects the department is currently managing:

- **High-Capacity Transit (BRT Lite):** This project focuses on transforming the Martin Way corridor by incorporating features like Transit Signal Priority (TSP) and potentially

business access/transit lanes. It includes funding for up to three specialty branded stations with amenities like real-time signage, designed to be replicable for future corridors.

- **Thurston Smart Corridors Project:** This initiative uses Intelligent Transportation System (ITS) components to improve traffic flow, currently utilizing active TSP at 13 intersections along Martin Way. The future goal is to expand the system's efficiency using Connected Vehicle Technology (adaptive TSP) to prioritize only those buses that are delayed or heavily loaded.
  - **USDOT Smart Grant and AI Sensors:** Intercity Transit secured a \$2 million grant to install and test AI sensors (smart cameras) at 10 Lacey intersections. These cameras are designed to improve signal timing by detecting traffic flow, tracking near-misses, and adjusting phases for pedestrians (with privacy maintained by blurring faces and license plates). Successful testing could lead to a \$15 million expansion grant.
  - **East Martin Way Roundabout Project:** This project involves installing a roundabout and a bus station on Martin Way, which would serve as a reliable westbound terminus for high-frequency transit. The design aims to reduce pedestrian exposure and lower vehicle speeds. While some local controversy exists, robust community outreach is planned.
  - **Other Continuing Priorities:** Ongoing projects include the Real-Time Signage Program, Bus System Redesign, ERP system replacement, Maintenance Building Rehabilitation, Bus Stop advancements, and fleet electrification efforts.
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## Q&A on Technology and Safety

- A member asked if the new smart cameras record cars cutting off buses.
    - Peter Stackpole confirmed that the system monitors incidents where a bus must brake due to encroachment. The focus is not on identifying the specific car or driver, but on analyzing the data to prevent such incidents in the future.
  - A member asked if the AI feature that extends the crossing time for mobility devices would also apply to people using canes or walking slowly.
    - Peter confirmed the cameras are programmed to detect any pedestrian in the crosswalk space and make necessary adjustments.
  - A member asked for clarification on the location of the Smart Corridors rollout.
    - Peter stated that 13 intersections along 3.5 miles of Martin Way (from Olympia to Lacey) currently have Active Transit Signal Priority (TSP). He noted that the effect is subtle due to jurisdictional restrictions (e.g., a full signal base must be completed before the next TSP call), with the goal being smoother, faster transit without disrupting side street traffic.
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## Q&A on Funding and Public Information

- A member asked for clarification on the amount of the potential grant for Stage Two funding for the Smart Grant.
  - Peter confirmed the amount is \$15 million. He emphasized that the grant, if awarded, would be the entire amount and does not require a local match, making the funds exclusive to the program. General Manager Emily Bergkamp acknowledged Peter's initiative in securing the initial USDOT Smart Grant funding.
- A member asked if the new Real Time Signage program would have a public API.
  - Rob LaFontaine confirmed that the new digital signs read information from the same GTFS source that phones and internet devices use. He noted that while the agency focuses on the Transit App for public use, a private project looking to display bus times in a public lobby could potentially access the data.
- A member noted that Intercity Transit routes (600 or 610) are not programmed on the real-time boards at the 512 Park & Ride. A second member commented that Intercity Transit has historically not been on those boards, suggesting it might be because it's a Sound Transit/Pierce Transit area.
  - Peter noted that Intercity Transit does not have real-time signage there *yet*.
- A member commented that they would like to see Marketing be informed about the Development presentation and that more information about these exciting projects should be made more generally available to the public to generate community excitement.
  - Peter stated he is always happy to present this information, noting that the typical audience has been engineering focused (e.g., ITA).

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## B. May 2026 Service Change Recommendation (*Rob LaFontaine*)

Deputy Director of Planning, Rob LaFontaine, presented the recommendation for final adoption of the transit system redesign and accompanying equity analysis.

The system redesign is the culmination of a multi-year effort that began before COVID-19, driven by the successful 2018 ballot measure and the subsequent long-range plan. The redesign addresses agency goals, customer feedback, passenger data, and budgetary constraints.

## Recommendation Summary

- Staff recommended that the Community Advisory Committee (CAC) endorse the draft redesign plan for the Intercity Transit Authority (ITA) Board to consider final adoption on December 3rd.

- **Public Comment Period:** A six-week public comment period on the draft summary and equity analysis concluded successfully. Approximately 44 written comments and several voicemails were received.
- **Open House Feedback:** A recent open house was well-attended (estimated 70 participants), with staff noting success in clarifying the concept of interlining (where one route transitions into another) for confused patrons. Customer service staff received a generally positive response, with about 80% of attendees giving a "thumbs up" on the way out.
- **Fatal Flaw Check:** LaFontaine reported that the public comment period revealed no fatal flaws that would necessitate a significant design change. Feedback received was helpful for refining the final product, such as recommendations for specific bus stop locations, crosswalks, and transfer connection times (especially for transfers away from the transit center).
- **Project Timeline:** The service change is targeted for May 2026. This date is aspirational but critical, as it aligns with prescribed operator bid schedules and existing grant funding requirements (specifically for the future 9X route). The subsequent five-month Phase 4 will be an aggressive education period, requiring extensive internal training for approximately 340 operators and the construction of about 100 new bus stops.

Staff emphasized that the project is not just a redesign, but a "redistribution" focused on equity, ensuring the changes result in a net positive for those who rely on transit the most.

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### Q&A on Outreach and Communication

- A member asked if concerns from Evergreen students regarding the elimination of Route 41 had been resolved.
  - Rob confirmed that about 40% of the initial 50+ public comments were due to misinformation that the service was going away. Staff contacted campus representatives and the "Save the 41" Instagram account to share correct information, which successfully ended the stream of related complaints in the final week of the comment period.
- The issue of senior citizens and the difficulty of adapting to major change was raised (Julian Preston).
  - Rob clarified that the redesign is a service expansion and will broaden access but acknowledged that the primary concern is managing the change. Staff plans a tremendous amount of public education on the front end, including the continued use of programs like Bus Buddies and Travel Training to help people become comfortable navigating the new system. General Manager Emily Bergkamp offered to help coordinate outreach with the Senior Center board.
- A member asked if staff would be present at transit centers (Olympia and Lacey) for the first few days of the change.

- Emily confirmed that this is a tradition and the plan is to have staff, along with Ambassadors, assisting riders with the new routes.
- A new idea was proposed to use GoPro cameras (already used for operator training) to record and make new routes available to the public on platforms like YouTube, helping riders familiarize themselves with the new routes before the May 2026 change.

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## Q&A on Project Timeline and Endorsement

- A member questioned the feasibility of extending the public input period, citing requests made at the last ITA Board meeting.
  - Rob explained that while the May 2026 date is not set in stone (it was already delayed once from September 2025), it is the holistic agency target because it aligns with a crucial operator bid cycle and is tied to grant funding for new routes (like the 9X). Extending the process would complicate resource preparation and grants.
- Rob sought the CAC's endorsement of the redesign to strengthen the staff recommendation to the ITA Board on December 3rd. The CAC members present unanimously gave a verbal "thumbs up" (both in-person and online), indicating no significant lingering opposition. Rob expressed hope that the outcome will be "positive" for the community, especially for those who need transit the most.
- Multiple CAC members, including Shawn Sandquist and Margret Janis, praised Rob LaFontaine and the planning staff for their hard work, commitment to equity, and professionalism in conducting outreach, testing (including with CAC members), and responding to every public comment.

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## C. Confirmation of Officers *(Emily Bergkamp)*

The item regarding the election of officers was addressed. Since there were only two nominations and both individuals accepted, no formal vote was required.

The following members were confirmed for the upcoming year:

- Chair: Rachel Wilson
- Vice Chair: Dara Dotson

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## D. Cancel December Meeting *(Emily Bergkamp)*

The committee discussed the proposed cancellation of the December 15th CAC meeting.

- **Reasoning:** There was no agenda content scheduled for the December 15th meeting, and it is standard practice to cancel meetings that fall close to major holidays.



- **Outcome:** There were no objections raised by the members, and the December 15th CAC meeting was canceled by consensus.
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### **Rider's Roundtable Cont.**

The second part of the Rider's Roundtable focused on a safety question and a procedural update on new CAC members.

### **Snow Detours and Bus Safety**

Julian Preston asked for clarification on how snow detours and shuttles work and why buses cannot drive on steep hills during snow events.

- **Safety Rationale:** Staff explained that the steep grades of hills like Courthouse Hill and 4th Avenue become extremely perilous when icy. Buses are heavy and can lose momentum or slide dangerously, making detours necessary for safety.
- **Detour Procedure:** Deputy Director Rob LaFontaine explained that fixed-route buses on detour use safer routes (like the freeway) to key locations (e.g., SPSCC). Shuttles are then run to serve critical, isolated areas, such as the Martin Way Park & Ride, which are bypassed by the detoured fixed routes.
- **Community Communication:** Staff reminded members that Intercity Transit will send winter weather alerts and updates and encouraged members to sign up for these notifications.

### **CAC Membership Update**

A Hallie Sutter asked for an update on the CAC interviews that had taken place earlier in the month.

- **New Members Selected:** General Manager Emily Bergkamp confirmed that a slate of candidates has been selected to fill the vacant positions.
  - **Next Steps:** The slate of new members will be presented to the Intercity Transit Authority (ITA) Board for approval on the upcoming Wednesday.
  - **Public Access:** While formal approval is pending, the names of the candidates are included in the online packet and agenda item for the ITA meeting. Special thanks were given to the ad-hoc committee members (Justin Belk, Sue Pierce, Margret Janis, Clair Bourgeois, and Doug Riddels) who participated in the interview process.
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## REPORTS

- **November 5, 2025** (*Doug Riddels*)  
CAC member Doug Riddels reported on the November 5, 2025, Intercity Transit Authority (ITA) meeting, highlighting the significant public feedback received and key board actions.

### **May 2026 Service Change Public Hearing**

- The public hearing on the May 2026 service change was the focus, drawing considerable public concern.
  - **Core Confusion:** Staff (Rob LaFontaine) explained that a key source of public confusion was the concept of interlining – where a single bus changes its route number (e.g., at the Transit Center) but continues along the system. Patrons misunderstood that they could often remain on the same bus, even with a number change, to travel further across town.
  - **Public Critique of Process:** Several speakers, including Evergreen students and a transit-experienced individual, criticized the process, calling it opaque and arguing that there was inadequate notice given for workshops and meetings. Most people who spoke requested a six-month delay to allow for more extensive public input, contrasting Intercity Transit's process with King County Metro's, where the public was involved from the beginning of the redesign.

### **Authority Actions and Other Items**

- Vanpool Fares: The Authority unanimously approved a temporary waiver of Vanpool fares for federal workers due to the federal shutdown.
- Strategic Plan: A request to set the December 3rd public hearing for the Strategic Plan was unanimously approved.
- Board Reappointment: Sue Pierce was unanimously reappointed as the Community Representative on the Authority Board.
- Lacey Food Bank Traffic: A concern was raised that the volume of traffic at the Lacey Food Bank is so high that cars are backing up onto Martin Way, creating a potential hazard.
- General Manager's Report: The report noted that Janina (Jan) Robbins was selected as the Bus Buddy Coordinator and that the agency is reviewing and updating its foul weather plan.

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- **Collaboration Sub-Committee Report** – (*Shawn Sandquist*)  
No Report
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- **General Manager's Report** (*Emily Bergkamp*)  
General Manager Emily Bergkamp's report focused on the recognition of departing CAC members, providing a final update on the recently resolved federal government shutdown impact on Vanpool fares, and information on the Holiday Banquet.  
**Member Recognition**

Bergkamp began her report by distributing Certificates of Appreciation to several departing CAC members, thanking them for their service, including:

- John Paul Fox-Seidel
- Harrison Ashby
- Doug Riddels
- Julian Preston
- Claire Bourgeois
- Rachel Wilson

### **Vanpool Fare Waiver**

Bergkamp gave a final update on the temporary Vanpool fare waiver for federal workers, which the ITA board had recently approved due to the federal shutdown.

- The federal government has since reopened, making the resolution short-lived.
- The agency credited a little over \$2,000 in vanpool fares to federal workers who would have otherwise had to pay out-of-pocket while their federal subsidy was suspended.
- The resolution passed by the Authority can be used again if future shutdowns occur.

### **Holiday Banquet Reminder**

Bergkamp reminded all members that the Holiday Banquet is scheduled for Friday, December 5th.

- **Location/Time:** It will be held at the Pattison facility, starting around 10:00 AM (food service starts then, with recognition and entertainment around noon, ending at 4:00 PM).
- **OTC Buffet:** A separate buffet will be set up at the Olympia Transit Center in the operator's lounge for operators who cannot get to Pattison, and CAC members are welcome to visit that location if they coordinate with staff beforehand.

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**NEXT MEETING: January 26th, 2026, at the Olympia Transit Center.**

- **ADJOURNMENT** Meeting adjourned at 7:17 p.m.

Prepared by Nicole Jones

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. 7-A  
MEETING DATE: January 26, 2026**

**FOR:** Community Advisory Committee

**FROM:** Izi LeMay, Village Vans Supervisor, 360-705-5831

**SUBJECT:** Village Vans Program Update

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- 1) **The Issue:** Provide a Status Report regarding the Village Vans Program.
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- 2) **Recommended Action:** Information only.
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- 3) **Policy Analysis:** At least annually, staff provides the Authority and Community Advisory Committee status reports on various programs the agency provides.
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- 4) **Background:** The concept of the Village Vans Program developed during collaboration of over 40 community human service organizations in the late 1990's. These groups participated in research activities to identify gaps in services to families with low or no income for reaching economic independence. In Intercity Transit's continuing quest to provide better, more reliable and innovative services, this organization took leadership in developing an effective and efficient program to help close the transportation gap.

The service, which began in February 2002, continues today facilitating access to work support activities and other necessary locations. In 2004, staff designed a Customized Job Skills Training program that doubles Village Vans' important impact by using eligible volunteer Drivers and Program Assistants. Participants receive work experience, job search coaching and skill building instruction. Passengers can travel to employment-related resources and volunteers receive significant support in advancing their professional development and reaching their employment goals.

Through an on-going assessment of transportation needs of low-income citizens, Village Vans provides a responsive and innovative service that facilitates customer transitions to economic independence. Employed families contribute to the economic and social sustainability of our community through enhanced stability and health with less demand on limited human service resources.

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- 5) **Alternatives:** N/A.
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- 6) **Budget Notes:** Intercity Transit uses a portion of the Washington State Transit Support grant to support the Village Vans program. Transit Support grant funds provide funding to support operating and capital expenses of transit agencies in Washington state. The Transit Support grant is supported by state funding from Washington's Climate Commitment Act (CCA) (100 percent). The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs, and improving public health.

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- 7) **Goal Reference:** Village Vans addresses all agency goals.
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- 8) **References:** N/A.

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. 7-B  
MEETING DATE: January 26, 2026**

**FOR:** Community Advisory Committee

**FROM:** Amanda Collins, Staff Liaison, 360-357-1532

**SUBJECT:** Advisory Committee Outreach Subcommittee

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- 1) **The Issue:** Recruit volunteers to serve on the subcommittee to explore ideas for collaboration with other transit agencies.
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- 2) **Recommended Action:** Select three members to participate in an ad-hoc committee to discuss opportunities to collaborate with advisory volunteers from other transit agencies.
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- 3) **Policy:** Intercity Transit's Community Advisory Committee Bylaws state the Purpose and Authority of the CAC includes: "To advise the Intercity Transit Authority concerning transportation issues, to advocate for transportation choices and to represent the public in accomplishing Intercity Transit's mission and goals. (Amended 07/16/01; 03/05/08)."
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- 4) **Background:** The CAC formed an ad hoc sub-committee in 2025 and conducted initial outreach. This was based on the interests of CAC members to meet jointly with other transit agency advisory committees for the purpose of collaboration.

In the early 2000's, transit agencies hosted an Annual Statewide Joint Advisory Committee Meeting. In 2004 and 2008, Intercity Transit hosted the meeting. This involved participation from local state representatives, transit agency staff, advisory volunteers, and board members. Discussion topics included: panel discussion on the future of transportation in Washington State, How to advocate for Public Transportation, Agency Reports, and GPS/Radio/Camera demonstrations.

The goals and objectives of the 2008 conference were:

- a) To increase awareness of public transportation and the needs to continue to provide transportation throughout the state and assist to help make connections from county to county,

- b) To address funding concerns statewide, as needs for transportation are increasing and funding is diminishing. This has tremendously increased with the increase in fuel.
- c) To discuss the future of public transportation in Washington State and how to advocate for public transportation. To include a panel discussion from local state senators and representatives as well as from WSDOT and Congressman Baird's office.
- d) To share information on what Intercity Transit has achieved over the past year and learn from others on what they are doing to achieve their goals of increasing ridership while working towards a green environment.

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5) **Alternatives:** N/A.

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6) **Budget Notes:** No events were included in Intercity Transit's 2026 Operating Budget, although there is an allocation for CAC/ Authority Support.

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7) **Goal References:** An engaged Community Advisory Committee supports all agency goals.

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8) **References:** N/A.

**INTERCITY TRANSIT  
COMMUNITY ADVISORY COMMITTEE  
AGENDA ITEM NO. 7-C  
MEETING DATE: January 26, 2026**

**FOR:** Community Advisory Committee

**FROM:** Amanda Collins, Staff Liaison, 360-357-1532

**SUBJECT:** Agenda Collaboration – Topics of Interest

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- 1) **The Issue:** Ensure there are meaningful agendas in 2026.
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- 2) **Recommended Action:** This item is for discussion only.
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- 3) **Policy Analysis:** The CAC serves as an advisory committee to the Intercity Transit Authority. As such, staff want to ensure the CAC has their needs met in terms of understanding programs, policies and projects.
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- 4) **Background:** The CAC provides important feedback to staff and advises the Authority. As we on-board new members in January and serve existing members with varying levels of experience on the committee, it is important to understand what information is of interest to you. Staff will continue to target discussions to coincide within decision points for the Authority. This is an opportunity for committee members to share their interests regarding programs, policies and projects.
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- 5) **Alternatives:** N/A
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- 6) **Budget Notes:** There are no anticipated budgetary impacts.
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- 7) **Goal Reference:** As an advisory committee, this work encompasses all agency goals.
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- 8) **References:** [Transit 101 Handbook](https://intercitytransitwa.sharepoint.com/sites/ExecutiveServices/Shared Documents/General/CAC/2026/2026 Agendas/Agenda Collaboration - Topics of Interest 2026.docx)



**Intercity Transit Authority Meeting Highlights/Summary**  
***A brief recap of January 7, 2026, Intercity Transit Authority Meeting***

**Wednesday night, the ITA:**

- Authorized the General Manager, pursuant to Sourcewell Cooperative contract 120122-RNG, to acquire a cloud-based communications solution from RingCentral in the amount of \$140,000, for a three-year term which includes regulatory fees, a 10% contingency, excluding taxes. (Jeff Peterson)
- Authorized the General Manager to enter into an Interlocal Agreement with the City of Lacey, identifying processes, roles, and responsibilities related to the implementation of AI-powered Smart Sensors at identified intersections in the city. (Peter Stackpole)

**Other Items of Interest:**

**The following newly hired or promoted staff were introduced:**

- Ali Fuller, Walk N Roll Rep & BCC Coordinator
- Corbin Wickstrom, Tech I
- Amy Zurfluh, promoted to HR Supervisor
- Matt Kelzenberg, promoted to Operations Assistant
- Troy Kelly, promoted to Facilities Tech II
- Sheldon Osborn, promoted to Vanpool Assistant
- Nicole Jones, promoted to Executive Administrative Assistant

**General Manager's Report**

Bergkamp reported that IT submitted a grant application to the Department of Commerce to provide technical assistance services to support the development of a feasibility study to design solar power and battery storage at the Pattison campus. The Department of Commerce notified Intercity Transit that we were selected as a successful awardee!

All awards are subject to Commerce's spending authority as authorized by the legislature. Special thanks to Thera Black and Jessica Gould for their work on this application.

**Bergkamp reported on Walk N Roll News:**

- **DIY Bike Repair:** Due to our DIY Bike Repair Night's popularity, we are adding a new event to our monthly calendar! DIY Bike Repair Events are held on the first Thursday of the month from 5 to 8 p.m. and starting on January 17, on the third Saturday from 10 to 1 p.m. These events are located at the Walk N Roll Educational Bike shop and are by appointment only. Please email [walknroll@intercitytransit.com](mailto:walknroll@intercitytransit.com) to sign up.
- **Learn to Ride:** Our winter Learn to Ride classes are held outside under the covered area at the Plum Street YMCA. Classes are for youth ages 4-11. We provide bikes, helmets, and friendly instructors. Registration is required through the South Sound YMCA. Classes are offered January 17, February 14 and March 14 from 12 to 1:30 p.m. for 4-8-year-olds and 1:45 to 3:15 p.m. for 9-11-year-olds.
- **Bike Maintenance:** Do you know how to make sure your bike is in safe riding shape before taking it for a spin? Ring in the new year by learning more about your bike at Walk N Roll! Join

us on January 13 from 5 to 8 p.m. for a free ABC Quick Check class and learn how to complete a pre-ride safety check on your bike.

- **Teens Biking to Destinations:** Registration is open for our free Spring Break Teens Biking to Destinations class! Ride bikes, learn bike mechanics and bike handling skills, and bring home a brand new bicycle and accessories! The class will be held at Avanti High School, April 6-10, from 9 a.m. to 1 p.m. The class is open to youth ages 12 to 15. Register through Olympia Parks and Rec. Learn more about our Teens Biking to Destinations program.

The new Community Advisory Committee members will go through orientation on Monday, January 12. Staff will review guiding principles, meeting schedule & procedures, CAC bylaws, org chart and structure, review of various fact sheets, budget, transit development and strategic plans, Dial-A-Lift overview, and review of acronyms and transit terminology.

Bergkamp will host Renee Radcliff Sinclair, President & CEO of TVW for a meeting and tour of the Pattison Facilities. Renee reached out to discuss what TVW has planned for the future and opportunities for Intercity Transit to partner.

Bergkamp, Planning Deputy Director Rob LaFontaine and Chief Marketing, Communications and Outreach Officer Nick Demerice will appear on closed circuit Panorama TV on January 16 to share information with Panorama residents about Intercity Transit's system redesign planned for May of 2026.

The City of Lacey is gathering input on human services needs in our community, and they are inviting transportation stakeholders to share their perspectives, experiences, and insights. Their goal is to engage a broad range of stakeholders to help guide human services priorities in Lacey. The Authority Board, CAC members and staff are invited to participate in a facilitated focus group discussion with five open-ended questions, lasting less than an hour. Information gathered through this conversation will help inform the City's Human Services Needs Assessment and future strategic planning efforts.

Please RSVP to Pat Messmer if you are interested in participating and she will notify the event organizer Michelle Chavez.

What: Human Services Focus Group Conversation

When: Thursday, February 12, 2026

Time: 1:30 p.m. to 2:30 p.m.

Where: Intercity Transit Pattison Board Room

Remote: A Zoom Option will be provided

*Prepared January 8, 2026, Pat Messmer/Clerk of the Board*

**Intercity Transit Authority Meeting Highlights/Summary**  
***A brief recap of January 21, 2026, Intercity Transit Authority Meeting***

**Wednesday night, the ITA:**

- Authorized the General Manager, pursuant to Sourcewell Cooperative contract 120122-RNG, to acquire professional services in the amount of \$17,700, excluding taxes, to implement a cloud-based communications solution from RingCentral. (Jeff Peterson)
- Authorized the General Manager, pursuant to Washington State Contract 06719, to purchase eighteen (18) hybrid replacement buses from Gillig, LLC not-to-exceed the amount of \$31,462,594, including sales tax and contingency. (Brenden Houx)
- Declared Vanpool vans and non-revenue support vehicles as surplus. The total estimated fair market value of the vehicles is \$44,300.00. (Noelle Gordon)

**Other Items of Interest:**

- Izi LeMay provided an update on the Village Vans Program.
- Alejandro Soto introduced Van Zabochnik and Megan Nyblom, Inventory Specialists.

**General Manager's Report**

- WSDOT informed us our **e-bike lending library** project proposal was approved! Organizations like Intercity Transit receiving this grant can set up e-bike libraries which provide a cost-free opportunity for our employees to try riding and integrating e-bikes into their lifestyles.

Our grant request is for the purchase of 9 e-bikes (3 cargo bikes, 5 commuter bikes and 1 adaptive trike), supportive equipment, and a part-time Program Coordinator who would manage all aspects of the e-bike lending library.

The design of the project and number of bikes was determined by an IT employee survey (over 100 responses!) which showed tremendous interest in and support for this project.

**Special thanks to:**

WNR Program Supervisor Kerri Wilson who brought the opportunity forward and the vision to apply for an e-bike lending library for IT employees. With help from the following staff, IT put together a very strong application:

- Thera Black —Editing for word limits, content enhancement, and letter of support drafts.
- Drew Goffeney — Updated map of service area.
- Ally Goodwin and former Marketing staff member Heather Dyson — employee survey assistance.
- Peter Stackpole and the Cut Commute Committee—Letter of support and encouragement.
- Mark Neuville — Letter of support from ATU.

- Jana Brown — Liaison with WSTIP on insurance questions.
  - Jessica Gould – Putting all of the pieces together for a successful proposal.
- 
- Save the dates June 27 & 28 for the **South Sound Regional Rodeo** hosted and administered by Intercity Transit at the Tumwater Brewery grounds. As in years past, there will be a Maintenance Team competition and Operator competition, and we're always looking for judges and volunteers! Be on the lookout for more information we'll share with the ITA and CAC soon.
  - The first **Operator Class of 2026** started on January 12 with 17 students who will be introduced to the ITA soon.
  - Bergkamp met with former CAC and ITA member Don Melnick to discuss an emeritus position for him on the CAC. He was happy to accept! We'll invite Don to attend any meetings he's interested in attending as mentor, and specific meetings where he can share his experience on both the CAC and ITA and encourage our CAC to consider applying for future ITA Community Representative vacancies. We'll also invite Don to speak about the role of the CAC from the perspective of a former ITA Community Representative.
  - The City of Lacey is gathering input on human services needs in our community, and they are inviting transportation stakeholders to share their perspectives, experiences, and insights. Their goal is to engage a broad range of stakeholders to help guide human services priorities in Lacey. Pat Messmer shared information with the ITA and CAC members to participate in a facilitated focus group discussion with five open-ended questions, lasting less than an hour.
    - When: Thursday, February 12, 2026
    - Time: 1:30 p.m.
    - Where: In person at Intercity Transit's Pattison Executive Board Room

There is also a Zoom option that will be provided for participants. Information gathered through this conversation will help inform the City's Human Services Needs Assessment and future strategic planning efforts. If interested in attending, RSVP to Pat and she will notify the event organizer Michelle Chavez.

*Prepared January 22, 2026, Pat Messmer/Clerk of the Board*

# COMMUNITY ADVISORY COMMITTEE ATTENDANCE RECORD

		1	2	3	4	5	6	7	8	9	10	11	12
CAC Members		Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-21	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25
Brandon	Mixon	x	x	x	x	Resigned	Resigned	Resigned	Resigned	Resigned	Resigned	Resigned	Resigned
Clair	Bourgeois	x	x	x	x	x	x	x	x	absent	x	absent	canceled
David	Payton	absent	absent	absent	absent	absent	absent	absent	absent	absent	absent	absent	canceled
Doug	Riddels	absent	x	x	x	x	x	x	x	x	x	x	canceled
Garrett	Fuelling	x	absent	absent	absent	absent	x	x	x	absent	x	x	canceled
Harrison	Ashby	x	x	x	x	x	x	x	x	x	x	x	canceled
JoAnn	Scott	x	x	x	x	x	x	x	x	x	x	x	canceled
Hallie	Sutter	x	x	x	x	x	x	x	x	x	x	x	canceled
Margret	Janis	x	x	x	x	x	x	x	x	x	x	x	canceled
Michael	Gray	x	x	x	x	absent	x	x	absent	x	x	x	canceled
Shawn	Sandquist	x	x	x	x	x	x	x	x	x	x	x	canceled
Suzanne	Simons	x	x	x	x	absent	x	x	x	x	x	x	canceled
Ty	Flint	absent	x	x	x	absent	x	x	x	x	absent	x	canceled
Rachel	Weber	x	x	x	x	x	x	x	x	x	x	absent	canceled
Rachel	Wilson	x	x	x	x	x	x	x	x	x	x	x	canceled
Dara	Dotson	x	x	x	x	x	x	x	x	x	x	x	canceled
Jim	Hanley	Not Joined	Not Joined	Not Joined	Not Joined	x	absent	x	x	absent	absent	absent	canceled
Kristi	Duke	Not Joined	Not Joined	Not Joined	Not Joined	Not Joined	x	absent	Resigned	Resigned	Resigned	Resigned	canceled
YOUTH John-P	Fox Seidel	x	x	x	absent	x	x	absent	absent	x	x	x	canceled
YOUTH Julian	Preston	x	x	x	x	x	x	x	x	x	absent	x	canceled

= Joint meeting does not count against required meeting attendance