

**INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
AGENDA
October 19, 2026 – Olympia Transit Center
5:00 PM**

Join on your computer: Click [here](#) to join the meeting. The meeting ID: 214 626 895 906
54 Passcode: WD6jY3dd or call in (audio only) +1 929-229-5501, United States, New
York City Phone Conference ID: 437 941 337#

CALL TO ORDER

- | | | |
|--------------|---|----------------|
| I. | APPROVE AGENDA | 1 min. |
| II. | INTRODUCTIONS | 1 min. |
| | A. Intercity Transit Authority Representative (<i>Brian Hess</i>) | |
| III. | MEETING ATTENDANCE | 2 min. |
| | A. October 21, 2026 (<i>Hallie Sutter</i>) | |
| | B. November 18, 2026 (<i>Marty Slighte</i>) | |
| | C. December 16, 2026 (<i>JoAnn Scott</i>) | |
| IV. | APPROVAL OF MINUTES – August 17, 2026 | 1 min. |
| V. | RIDER’S ROUNDTABLE | 20 min. |
| VI. | NEW BUSINESS | |
| | A. Draft 2027 Budget (<i>Jana Brown</i>) | 20 min. |
| | B. Draft Strategic Plan Update (<i>Emily Bergkamp</i>) | 20 min. |
| | C. Nomination of Officers (<i>Amanda Collins</i>) | 10 min. |
| VII. | REPORTS | 10 min. |
| | A. General Manager’s Report (<i>Emily Bergkamp</i>) | |
| | B. CAC Ad Hoc Committee Update (<i>Amanda Collins</i>) | |
| VIII. | NEXT MEETING November 16, 2026 | 1 min. |

Attendance Report Attached

Intercity Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see our [Non-Discrimination Policy](#).

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

In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should call us at (360) 786-8585 24 hours prior to the meeting. For TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial (360) 786-8585.

Staff Liaison: Amanda Collins – (564) 669-4756 – acollins@intercitytransit.com

Examples of special accommodation include:

- *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*

Please consider using an alternate mode to attend this meeting: bike, walk, bus, carpool, or vanpool. For assistance, contact Customer Service 360-786-1881.

Meeting Minutes
INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE

August 17, 2026 – Hybrid Meeting

CALL TO ORDER

Community Advisory Committee (CAC) Chair Rachel Wilson called the hybrid August 17, 2026, meeting of the Community Advisory Committee to order at 5:00 p.m.

Members Present: Clair Bourgeois, Ellen Matheny, Hallie Sutter, Jacqueline Garrison, Jim Hanley, Kindra Galan, Vice Chair- Margaret Janis, Marty Slighte, Matthew Collins, Michael Gray, Rabia Sheikh, Chair- Rachel Wilson, Shawn Sandquist, Suzanne Simons, Ty Flint.

Absent: JoAnn Scott, Andrew Hague, Finch Lucas.

Staff and Guests Present: Emily Bergkamp – Intercity Transit (IT) General Manager, Nicole (Nikki) Jones – Administrative Assistant, Raymond (Ray) Velasquez – Administrative Assistant Intern, Jesse Eckstrom – Information Systems (IS) Technician, Peter Stackpole – Development Director, Carolyn Cox - Intercity Transit Authority (ITA), Jillian Nordstrom – Intercity Transit (IT) Chief of Staff.

APPROVAL OF AGENDA

M/S/A by Michael Gray and Ty Flint

INTRODUCTIONS

Chair Wilson introduced Authority member, Carolyn Cox, as the ITA representative attending the meeting.

MEETING ATTENDANCE

- A. September 16, 2026, Joint Meeting – (All)**
- B. October 21, 2026 – (Hallie Sutter) – Confirmed**
- C. November 18, 2026 – (Marty Slighte) – Confirmed**

APPROVAL OF MAY MINUTES.

M/S/A by Margaret Janis and Rabia Sheikh

Rider's Roundtable

Chair Wilson initiated the Rider's Roundtable session, inviting committee members to share questions, concerns, or praise regarding transit services.

Discussion Points & Feedback

- **Transit Appreciation Day Praise:** A member expressed gratitude and praise for the success of Transit Appreciation Day, noting it was a fun, well-attended event that took a collective effort from everyone involved.
 - **Family Engagement & Bus Usage:** A member shared a personal story highlighting how the event's influence led a first-time rider (a member's mother) to take the bus downtown for lunch after receiving an event T-shirt.
 - **Employee Dedication Acknowledgement:** A member praised the thoughtful statements shared about employee dedication during the appreciation event and expressed interest in being able to read those remarks again.
 - **Operator Praised for Community Support:** A member highlighted a bus driver's compassionate actions after assisting when a community member was detained, emphasizing the importance of transit staff looking out for vulnerable community members.
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Q&A on Website Link & Feedback Transparency:

- **Question:** A member pointed out that the link for upcoming service changes in the Rider News leads to a dead link. They suggested using a "coming soon" page instead of a broken link and asked if a future page could display the top 10 to 20 pieces of feedback received along with responses showing how that feedback was addressed.
 - **Answer:** Staff praised the suggestion as a great transparency initiative.
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Q&A on Employee Appreciation Statements:

- **Question:** A member asked if it would be possible to read the employee appreciation statements again, noting how thoughtful and detailed they were.
 - **Answer:** Staff offered to send the write-ups out to the CAC and noted that the statements were a collaborative effort written by management across various teams.
-

NEW BUSINESS

A. Development Update *(Peter Stackpole)*

Peter Stackpole, Development Director, presented a comprehensive overview of active projects within the Development Department, highlighting key advancements in system improvements, smart technology integrations, and upcoming capital infrastructure priorities.

Department Overview & Strategic Focus

- **Core Department Pillars:** The Development Department encompasses Procurement & Inventory, Planning, Marketing & Communications (including Walk & Roll), and Grants.
- **Primary Strategic Goals:** Active work is centered on three main objectives: enhancing the current system, implementing smarter technologies, and preparing the infrastructure for future expansion.

BRT Lite (High-Capacity Transit)

- **Project Foundations:** Building on the baseline established by Route 9X, the project focuses on adding transit-supportive elements and uniquely designed stations. Funding is currently secured to build at least one to two stations.
- **Design Strategy:** Stations are being conceptualized as a standard "kit of parts" that can be easily integrated into future high-capacity corridors. They will feature a distinct local design, potential real-time signage, and skip-stop express functionality rather than an exclusive right-of-way lane.
- **Progress & Next Steps:** Staff completed a comprehensive corridor inventory, ridership evaluation, and station design workshop. Next steps include refining station concepts, continuing technical analyses, and developing long-term funding strategies.

Smart Corridors Phase V & Technology Pilots

- **Transit Signal Priority (TSP) & Funding Adjustments:** Existing TSP across 13 intersections on Martin Way highlighted the need for real-time performance data. After the federal USDOT SMART 2 program was discontinued, staff applied for an Advanced Transportation Technologies and Innovative Mobility Deployment (ATTAIN) grant to replace the \$15 million funding gap alongside Regional Mobility Grant local matching funds.
- **AI Smart Sensors Pilot:** Utilizes USDOT SMART grant funding to deploy AI-powered sensors across 10 intersections in Lacey to capture real-time multimodal traffic throughput, peak hour speeds, queue lengths, and safety incident heatmaps without relying on external consultants.
- **Cloud-Based TSP & Low Latency Feeds:** Testing cloud-based technology to provide real-time signal timing adjustments (extending green lights or truncating red lights by 10 seconds). Equipping fleet coaches with low-latency communication feeds reduces data transfer intervals from 30 seconds to 3–5 seconds, improving signal response and providing accurate arrival times on rider apps.

East Martin Way Gateway Station Roundabout Project

- **Project Purpose:** Proposed construction of a roundabout at East Martin Way and Duterrow Road to facilitate safer and faster bus turnaround times for westbound routes.
- **Public Engagement:** Conducted public outreach from March 28 to May 15, 2026, utilizing interactive online StoryMaps, 3D alternative sliders, targeted postcard mailings, and community surveys.
- **Next Steps:** Outreach results will be presented to the Thurston County Council in September to determine whether the project advances to right-of-way acquisition and construction phases.

Other Department Priorities

- **Ongoing Infrastructure & Planning:** Active projects include an After-Action Review of the recent System Redesign, the One IT Enterprise Resource Planning (ERP) replacement, real-time signage installation at OTC, ongoing bus stop accessibility enhancements, a West Olympia Transit Study regarding potential facilities near Capital Mall, Pattison South facility rehabilitation, and hydrogen fleet initiatives.

Q&A on Smart Corridors Target Area:

- **Question:** A member asked if Martin Way is currently the primary corridor being targeted for the pilot program.
 - **Answer:** Stackpole confirmed that Martin Way is the primary focus as it represents over 40% of system ridership. However, if successful, the goal is to expand transit-supportive elements to other high-capacity corridors.
-

Q&A on AI Environmental Impact and Non-AI Alternatives:

- **Question:** A member asked about the environmental and data center impacts associated with AI use, whether non-AI alternatives (such as queue jumps or pre-timed signals) were considered, and how widespread the agency's AI use is.
 - **Answer:** Stackpole clarified that AI usage is limited strictly to the 10-intersection smart sensor pilot in Lacey, while other projects are purely infrastructure- or cloud-based. Video retention is capped at 15 days. Non-AI infrastructure solutions like queue jumps are being explored alongside BRT, but AI sensors are primarily used for safety analysis and identifying queue lengths. Staff noted that physical roadway changes require jurisdictional support.
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Q&A on Sensor Ownership, Privacy, and Law Enforcement Access:

- **Question:** A member asked if the camera sensors are owned by Intercity Transit and inquired about privacy concerns, data sharing, and law enforcement access.
 - **Answer:** Stackpole explained that hardware in the right-of-way becomes jurisdictional property. The cameras are not Flock cameras and do not capture license plates or facial recognition. They are used solely by project team members to identify traffic and safety trends, with a short 15-day maximum data retention period. Law enforcement does not have direct access to the feed.
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Q&A on Interagency Data Sharing:

- **Question:** A member asked what data-sharing agreements exist regarding the safety insights gained from the sensors.
 - **Answer:** Stackpole noted that under the current Interlocal Agreement (ILA), data is shared strictly between Intercity Transit and the City of Lacey. Future expansions would require separate ILAs with other entities, such as the City of Olympia or WSDOT. Cox added that the City of Lacey deliberately prohibited facial and license plate tracking, ensuring strict privacy boundaries.
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Q&A on Hydrogen Bus Timeline:

- **Question:** A member asked for an estimated timeline on when hydrogen buses might be operational on the road.

- **Answer:** Stackpole stated that while test vehicles have been driven, full deployment depends on securing an adequate, reliable hydrogen source. Bergkamp added further updates will be provided in the General Manager's report.
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B. ITA/CAC Joint Meeting Discussion *(Emily Bergkamp)*

Emily Bergkamp presented the results of the annual Community Advisory Committee survey and discussed expectations for the upcoming Joint Meeting with the Intercity Transit Authority board.

CAC Member Survey Results Summary

- **Purpose and Clarity:** Members expressed strong overall agreement (50% strongly agree, 50% somewhat agree) that the committee stays focused on its purpose. Staff noted that specific service concerns can be submitted directly to customer service rather than waiting for monthly meetings.
- **Community Perspectives & Diversity:** High consensus remains that the CAC reflects a broad mix of backgrounds (11 strongly agree, 3 somewhat agree), though members acknowledged there is always room to expand outreach to wider audiences.
- **Valuable Input & Decision-Making Impact:** While overall sentiment was positive regarding providing valuable input (79% agreement), the question on whether input is actively considered in decision-making yielded the most divided response. Almost a third of respondents felt unsure or expressed that lived experiences do not always translate into final decisions.
- **Meeting Structure & Logistics:** Satisfaction with meeting organization, facilitation, and timely distribution of materials was nearly unanimous. Requests were noted for non-PDF meeting formats optimized for mobile devices and options for text message meeting reminders.
- **Psychological Safety & Satisfaction:** High levels of psychological safety were reported, with members feeling comfortable contributing (100% agreement) and respected by peers and staff. Overall satisfaction and willingness to recommend serving on the CAC were overwhelmingly positive.

Key Feedback & Areas for Improvement

- **Interactive Collaboration:** Members requested less "highlight reel" presentations and more time dedicated to interactive brainstorming, roundtable discussions, and hands-on demonstrations with technical tools or staff.
- **Authentic Impact:** Feedback emphasized a desire for more authentic inclusion in decision-making processes, quicker follow-ups on past questions, and better integration of online participants with in-person meetings.
- **Praise for Facilitation:** Written comments repeatedly praised staff members Amanda and Nikki for clear communication, strong organization, and supportive facilitation.

Staff Response & Leadership Transition

- **Leadership Transition:** General Manager Emily Bergkamp announced that incoming leadership representative Jillian Nordstrom – Chief of Staff, will soon become the primary staff lead for the CAC, bringing fresh strategies to better integrate committee feedback into capital, urban planning, and transit projects.

- **Addressing Long-Term Themes:** Staff acknowledged the ongoing desire for more tangible impact, emphasizing a commitment to finding meaningful ways to incorporate passenger feedback into system improvements while maintaining staff's role as technical subject matter experts.
- **Follow-up on Environmental Concerns:** Staff validated member concerns raised during the earlier presentation regarding AI energy and water consumption at data centers, committing to track the topic as transit technologies evolve.

Joint ITA/CAC Meeting Expectations

- **Purpose of Joint Meeting:** The upcoming joint meeting serves as an opportunity to build rapport, share survey findings, and connect CAC members with ITA board members and community representatives.
- **Governance Boundaries:** Staff clarified that while formal business voting is conducted exclusively by the ITA board quorum, CAC input on agenda items is highly valued and plays an essential role in supporting public transit across the community.
- **Upcoming Joint Meeting Details:** The Joint CAC/ITA Meeting will take place on **Wednesday, September 16, 2026, at 5:30 p.m.** (with optional dinner starting at 5:00 p.m.) located at **510 Pattison St. SE, Olympia, WA.**

Discussion Points & Feedback

- **Fine-Tuning Services:** A member highlighted that Intercity Transit is a well-run organization, viewing the CAC's primary role as providing fine-tuned, specialized feedback on community-level observations to assist operations and management.
- **Desired Input Format:** The members also expressed an interest in learning how the ITA board prefers to receive feedback (e.g., detailed lists vs. compact issue summaries) to ensure their contributions are as helpful and actionable as possible.
- **Advocacy & Problem Solving:** Bergkamp affirmed the value of member advocacy, sharing an example of past feedback regarding Dial-A-Lift access at The Evergreen State College that led to direct student engagement and long-term improvements.
- **ITA Board Perspective:** Cox shared that the joint meeting offers a great opportunity to build relationships, emphasizing that CAC members serve as vital "eyes and ears" in the community to help inform board decisions.
- **Meeting Schedule & Dinner Logistics:** Bergkamp confirmed that dinner will be provided at the meeting, with outreach planned for food allergies. Attendees are encouraged to arrive at 5:00 p.m. to eat and socialize before the formal meeting begins at 5:30 p.m.

A. General Manager's Report (*Emily Bergkamp*)

- **AI Integration in Agency Software:** Software systems used for transit operations, such as ride-scheduling software for Dial-A-Lift, increasingly incorporated underlying AI algorithms within their built-in infrastructure.

- **Operator Hiring & Class Graduations:** Operator Class 26-02 graduated on July 17 with 8 trainees. Class 26-03 began its 10-week training program on July 27 with 10 trainees heading toward an October 2 graduation ceremony. Overall hiring is slowing down as the agency approaches its budgeted headcount for operators.
- **36th Anniversary of the ADA:** The agency marked the July 26 anniversary of the Americans with Disabilities Act, highlighting Intercity Transit's long-standing commitment to accessible transit infrastructure and facilities, pre-ADA.
- **Workforce Development & Mentorship:** Management participated in a speed mentoring event hosted by the Women's Transportation Seminar at "The Bus Stop" to support women and non-binary professionals in transit.
- **State Transit Rodeo Success:** Intercity Transit reclaimed the Grand Champion trophy at the Washington State Rodeo. Operator Fred Sambrano placed first in the 35-foot category, Clinton Jimenez earned best pre-trip in the 40-foot category, and the maintenance team (Richelle Loken, Jonathan Reynolds, Jackson Madison) won multiple modules.
- **Hydrogen Pilot Program & Station Updates:**
 - **Vehicle Graphics:** Graphic designs for the 5 hydrogen buses ("Hydrogen In, Water Out") have been finalized, with one bus fully wrapped.
 - **Station & Fueling Logistics:** Permanent fueling station equipment is expected from British Columbia in the fall, while temporary fueling will utilize leased drop-and-swap trailers hauled by a contracted local carrier.
 - **Validation & Testing:** Validation testing on active routes is scheduled for August 19–20 to assess vehicle range under various operating conditions prior to driver training and revenue service.

B. CAC Ad hoc Committee Report *(Nikki Jones)*

- **Multi-Agency Collaboration Updates:** Intercity Transit, Jefferson Transit, and Skagit Transit are actively collaborating on the regional volunteer gathering. Skagit Transit requested shifting timeline goals toward early next year due to ongoing internal policy reviews.
- **Future Agency Recruitment:** Two invited agencies declined participation due to staff or committee constraints. Staff plan to recruit at the upcoming Washington State Transit Association (WSTA) conference to secure at least three additional participating agencies before hosting an in-person regional event.

NEXT MEETING: September 16, 2026, 5:30 pm, 510 Pattison St. SE Olympia, WA.

**If you would like to attend dinner, please join us at 5:00 pm.*

- **ADJOURNMENT** Meeting adjourned at 6:27 p.m.

Prepared by Nicole Jones

COMMUNITY ADVISORY COMMITTEE
AGENDA ITEM NO. 6-A
MEETING DATE: October 19, 2026

FOR: Community Advisory Committee

FROM: Jana Brown, Chief Financial Officer, 360-705-5816
Emily Bergkamp, General Manager, 360-705-5889

SUBJECT: 2027 Draft Budget

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- 1) **The Issue:** Introduce the Draft 2027 Budget and Public Hearing date.
 - 2) **Recommended Action:** Provide information to the Community Advisory Committee (CAC) and receive their feedback.
 - 3) **Policy Analysis:** Per Intercity Transit (IT) CAC bylaws, the Committee advises the IT Authority on transportation issues related to the Public Transportation Benefit Areas including the agency's budget. The draft budget document relies on the Capital Improvement Plan and coordinates with the Strategic Plan. The Strategic Plan identifies the Authority's plan regarding service levels, which is the prime driver of proposed expenses for 2027.
 - 4) **Background:** Staff will present the key components of the Draft 2027 Budget, including capital projects, new initiatives, proposed staffing additions, ongoing projects carried forward from the prior fiscal year, and operating expenses. Staff will also discuss potential grant funding opportunities supporting the Strategic Plan objectives and their potential impact on the budget.

The proposed operating budget for 2027 is \$109 million, which includes \$1.2 million for rollover projects.

The proposed capital budget for 2027 is \$75.9 million, which includes \$12.2 million in new projects and \$63.7 million for rollover projects.

The total proposed 2027 expenditure budget including staff recommended new projects/positions is \$185.2 million.

The major elements of Intercity Transit's 2027 budget are:

- Sales tax revenue for 2027 has been conservatively budgeted based on collections received through 2026 and reflects an estimated 6% increase over 2025 actual revenues.

- Continue construction to renovate the Pattison Street main campus, along with hydrogen fueling
- “One IT” Technology Project to include an Enterprise Resource Planning (ERP) System, an Equipment and Asset Management (EAM) System, and a Transit Operations Management (TOMS) System
- Life Cycle Vehicle Replacements including back order carry over
- Continuing the pursuit of the grant funded BRT and Corridor Programs
- Smart Corridors and advanced technology initiatives
- Transfer Centers and Bus Stop Improvements
- The General Manager and staff recommend the addition of 29 new positions, including:
 - Operations Supervisors, Transit Ambassadors, Coach Operators, Scheduling Coordinator, Safety Coordinator, Business Systems Analysts, Advanced Technical Training Coordinator and Finance Senior Accounting Specialists

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

6) **Budget Notes:** The Authority will review the draft budget at their meeting on October 21, 2026, meeting. A public hearing is tentatively scheduled for Wednesday, November 18, 2026 pending board approval. The Draft Budget will be available for public review and comment on Intercity Transit’s website. Adoption of the 2027 Budget is scheduled for the December 16, 2026, Authority meeting.

7) **Goal Reference:** The annual budget supports the achievement of all agency goals and strategic objectives.

8) **References:** [Draft 2027 Budget.](#)

**INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
AGENDA ITEM NO. 6-B
MEETING DATE: October 19, 2026**

FOR: Community Advisory Committee

FROM: Emily Bergkamp, General Manager, 360-705-5889

SUBJECT: 2027-2032 Strategic Plan Update Process

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- 1) **The Issue:** Review of Strategic Plan Update Process.
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- 2) **Recommended Action:** For review and discussion.
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- 3) **Policy Analysis:** Per Intercity Transit (IT) CAC bylaws, the Committee advises the IT Authority on transportation issues related to the Public Transportation Benefit Areas , including the Transit Development Plan, and other plans or service efforts of IT. The Strategic Plan is IT's primary policy document and Authority direction determines the level of resources and priorities devoted to specific services and projects. The Strategic Plan provides direction regarding service levels, programming and capital projects, which is the basis of the budget.
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- 4) **Background:** The Strategic Plan identifies policy positions that inform operating and capital budget recommendations. The Strategic Plan is updated yearly and covers a six-year period.

In 2025, Intercity Transit continued making marked progress transitioning away from reviving service lost during the pandemic to improving and enhancing our services and conducting public outreach for a service redesign in May 2026. For most of 2025, Intercity Transit operated 19 routes adding increased span and frequency, with the 620 being the sole commuter service to Pierce County. In September, Intercity replaced the 620 with the 600 and the 610, which provided increased options for community members traveling to Pierce County and beyond.

2026 has been a historic year so far for Intercity Transit with the implementation of the comprehensive network redesign that took effect on Sunday, May 3, 2026 increasing our number of routes to 29. By year end, 2026 is expected to record an additional 28,000 fixed route revenue service hours compared to 2025.

Bergkamp's presentation gives the CAC a follow-up review of the Strategic Plan Update process. The ITA will receive a follow-up presentation on October 21, 2026, feedback suggested by the CAC for consideration, and formally open the public comment period. They will also be asked to set a public hearing on the draft plan for their November 18, 2026, ITA meeting with adoption tentatively planned for their December 16, 2026, ITA meeting.

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- 5) **Alternatives:**
A) N/A.
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- 6) **Budget Notes.** The Strategic Plan coordinates with the development of the annual budget. There are no contractual costs associated with the development of the plan.
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- 7) **Goal Reference:** The Strategic Plan specifies how resources will be allocated to address all the Authority goals.
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- 8) **References:** [Draft 2027-2032 Strategic Plan Executive Summary](#)

**INTERCITY TRANSIT
COMMUNITY ADVISORY COMMITTEE
AGENDA ITEM NO. 6-C
MEETING DATE: October 19, 2026**

FOR: Community Advisory Committee

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

SUBJECT: Nominations of Officers

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- 1) **The Issue:** To nominate members to serve one-year terms as the officers of the group (Chair and Vice Chair) for the January – December, 2027 year.
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- 2) **Recommended Action:** Nominate interested and willing CAC members for Chair and Vice Chair.
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- 3) **Policy Analysis:** Per the CAC By Laws and Operating Principles, officers will be nominated in October and elected in November for one-year terms.
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- 4) **Background:** CAC Chair Rachel Wilson has completed a one-year term and Vice Chair Margaret Janis has completed a one term in their respective positions. The By Laws and Operating Principles provide:

OFFICERS/TERM OF OFFICE

“Officers will consist of Chair and Vice Chair. The process for choosing officers shall consist of nomination in October (either self-nomination or nomination by others) and affirmation by majority vote in November.
(Amended 07/16/01; 02/06/08; 7/6/16).

Officers will serve a term of one year and may serve up to two terms in the same office. If a CAC member completes an officer vacancy during the year, it shall not be considered against the two-term limitation. A member may serve two years as Chair and two years as Vice Chair consecutively.”

Members may nominate other members who are willing to accept the nomination, and members may self-nominate. If you wish to nominate someone, it is best to contact the member ahead of the meeting to ensure they will accept the nomination.

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- 5) **Alternatives:** N/A
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6) **Budget Notes:** N/A

7) **Goal Reference:** Maintaining active, interested CAC members supports all agency goals.

8) **Reference:** CAC By Laws.

Intercity Transit Authority Meeting Highlights/Summary
A brief recap of the October 7, 2026, Special Meeting

Wednesday night, the ITA:

- Authorized the General Manager to have DES increase the existing agreement with Stantec Architecture to provide additional design services for Interim Hydrogen Fueling by \$300,000 for a total amount not-to-exceed \$550,000. (Jonathan Martin)
- **Conducted an Executive Session** in accordance with **RCW 42.30.110 (1) (i)** to discuss with legal counsel litigation or potential litigation. Specifically, we will be discussing the status, legal risks, and financial implications of a pending lawsuit where public knowledge of the discussion would likely result in an adverse legal or financial consequence to the agency.
- **Conducted a Closed Session** in accordance with **RCW 42.30.140 (4) (b)** to allow Authority members and necessary staff to discuss items pertaining to collective bargaining or professional negotiations related to the International Association of Machinists (IAM), District Lodge 160.

Other Items of Interest:

- Emily Bergkamp provided an Intercity Transit 101 presentation that walked through the history, creation, and ongoing management of the Public Transportation Benefit Area of Thurston County, otherwise known as Intercity Transit.

General Manager's Report

- Bergkamp, Rob Lafontaine and Nick Demaris participated in a discussion with peers from Cedar Rapids to share IT's fare-free experience as they are considering going fare-free.
- Intercity Transit hosted the Washington State Transit Association's Fall Maintenance Committee allowing staff and Jonathan Yee, David Chaffee, Joe Bell, and Staci Revel to discuss maintenance issues, share best practices and problem-solve with peers.
- IT is celebrating Customer Service Week with an open house, cake and snacks. It's a great way to show appreciation for the Customer Service team's work at the counter, over the phone, and in the information lobby.
- The annual budget process is underway, with recent reviews of positions and budgeting details input ahead of a Board presentation.
- One IT Updates:
 - **Workday:** Progressing toward launch with end-to-end testing complete and the first parallel payroll cycle underway; staff time remains the primary resourcing constraint.
 - **Trapeze:** Experiencing schedule pressure from data conversion and integration delays, with key deliverables now forecasted into mid-October.

- **Go-Live Date Change:** The program go-live date was officially pushed back from January 1 to **February 1** to ease holiday strains and improve training, alignment, and year-end workload mitigation.

Prepared October 8, 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-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26
Clair	Bourgeois	<i>absent</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>			
Dara	Dotson	<i>x</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>
DC	Wheat	<i>x</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>
Ellen	Matheny	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>			
Hallie	Sutter	<i>absnet</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>			
Jim	Hanley	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>			
Jacqueline	Garrison	<i>x</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>			
JoAnn	Scott	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>absent</i>	<i>x</i>			
Kindra	Galan	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>			
Margaret	Janis	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>			
Marty	Slighte	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>			
Matthew	Collins	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>			
Michael	Gray	<i>absent</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>	<i>x</i>			
Rabia	Sheikh	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>			
Rachel	Wilson	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>			
Shawn	Sadquist	<i>absent</i>	<i>absent</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>
Suzanne	Simons	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>			
Ty	Flint	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>x</i>	<i>absent</i>			
YOUTH Andrew	Hague	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>x</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>
YOUTH Finch	Lucus	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>	<i>absent</i>

= Joint meeting does not count against required meeting attendance