

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
SPECIAL STUDY SESSION MEETING MINUTES**

October 11, 2021

CALL TO ORDER

Vice Chair Walker called the special study session meeting to order at 3:07 p.m.

ROLL CALL

Commissioners present:

Chris Beale, City of Tacoma Councilmember
Kent Keel, City of University Councilmember (*representing University Place and Fircrest*)
Ryan Mello, Pierce County Councilmember
John Palmer, Deputy Mayor for City of Puyallup (*representing Puyallup and Edgewood*)
Kim Roscoe, Mayor of Fife (*representing Fife/Milton/ Pacific/Auburn/Gig Harbor/
Ruston/Steilacoom*)
Kristina Walker, Vice Chair of the Board, City of Tacoma Councilmember
Victoria Woodards, City of Tacoma Mayor

Commissioners excused:

Marty Campbell, Chair of the Board, Pierce County Councilmember
Jason Whalen, City of Lakewood Deputy Mayor

Staff present:

Mike Griffus, Chief Executive Officer
Deanne Jacobson, Clerk of the Board
Brittany Carbullido, Deputy Clerk of the Board

PRESENTATION AND REVIEW

- 1. Update on Pierce Transit Withdrawing and Dissolving its Joint-Venture Partnership with Pierce County, Also Known as the Combined Communications Network (CCN), to Operate, to Own, to Maintain, and to Govern a Shared Single County Wide Communication System for the Pierce Transit System and the County's Public Safety Programs**

Executive Director of Finance Brett Freshwaters provided a PowerPoint presentation on this item. He gave an overview of the partnership, explaining how the CCN was formed and the reason for the investment.

Mr. Freshwaters noted that over time, the system and technology became old and obsolete. In addition, due to technology advances, the agency's new Computer Aided Dispatch, Automatic Vehicle Location (CAD-AVL) system, which is currently in the process of being installed/implemented, will allow communication at a much more cost-effective rate and to occur with a cellular system; therefore, the CCN is no longer needed.

He noted that the withdrawal process began last year with the board approving a resolution in 2020 authorizing Pierce Transit to notify Pierce County with its intent to withdraw from the CCN.

Mr. Freshwaters gave a high-level overview of the infrastructure, maintenance and lease contracts and assets. It was noted that Pierce Transit will transfer all assets to Pierce County. A forensic audit determined the value of the remaining assets at approximately \$1.4 million, which will provide Pierce Transit with 18 months of credits for CCN system access fees into 2023, which is when Pierce Transit's CAD-AVL system is expected to be fully operational. (*Commissioner Palmer arrived at 3:20 p.m. Commissioner Beale arrived at 3:21 p.m.*)

Mr. Freshwaters also reported that the FCC license that is currently held by Pierce Transit is in the process of being transferred to Pierce County.

Mr. Freshwaters reviewed pending items that are still being finalized with regards to system equipment and system decommissioning.

A short question and answer period ensued with regards to who uses the equipment and the type of equipment that is utilized.

Mr. Freshwaters reported that staff will return to the November 8, 2021 Board meeting with a resolution to dissolve the joint-venture between Pierce Transit and Pierce County, followed by the CCN Board ending the joint-venture in December 2021.

Vice Chair Walker, who is also a member of the CCN Board, acknowledged that the dissolution process has entailed a lot of work by both parties and confirmed that she is not aware of any disagreements between the parties relating to the dissolution process.

2. Overview of Pierce Transit's Disadvantaged Business Enterprise (DBE) Program

Procurement Manager Linda Shilley provided an overview of the agency's current DBE program. She reviewed current outreach and tactics the agency utilizes to assist DBE businesses. She advised that the 2021-2023 program goal is set at 2.5 percent, based on WSDOT's Disparity Study, Census, Pierce Transit's planned three-year capital program, and availability of DBEs.

Ms. Shilley introduced a set of recommendations that would enhance the agency's current DBE program that could be implemented. The proposal also included an enhanced outreach plan, removing barriers, reducing the amount of money required for performance bonds, less stringent insurance requirements when applicable, more resources to assist DBEs with submitting bids, and holding a forum/workshop to assist DBEs.

At the end of the discussion, the Board was supportive of the agency's recommendation of an enhanced Pierce Transit DBE Program that could eventually be monitored/tracked at the contract specific level after Pierce Transit conducts an in-depth study.

Commissioner Woodards suggested that Pierce Transit advertise for proposals in any local newspaper that focuses on Black, Indigenous, People of Color (BIPOC) communities and

other non-English newspapers, and also recommended that Pierce Transit include the Hilltop Action Coalition and Tacoma Urban League in its outreach plan.


Commissioner Mello encouraged Pierce Transit to present the enhanced plan to the Joint Municipal Action Committee (JMAC).

Many commissioners thanked Ms. Shilley for her work and efforts to enhance the DBE program.

ADJOURNMENT

Commissioners Woodards and Mello **moved** and seconded to adjourn the meeting at 3:58 p.m.

Motion **carried**, 7-0.



Deanne Jacobson
Clerk of the Board



Kristina Walker, Vice Chair
Board of Commissioners