

**Southwest Washington Regional Transportation Council  
Board of Directors  
December 5, 2017, Meeting Minutes**

**I. Call to Order and Roll Call of Members**

The Southwest Washington Regional Transportation Council Board of Directors Meeting was called to order by Chair Jeanne Stewart on Tuesday, December 5, 2017, at 4:00 p.m. at the Clark County Public Service Center Sixth Floor Training Room, 1300 Franklin Street, Vancouver, Washington. The meeting was televised and recorded by CVTV. Attendance follows.

Voting Board Members Present:

Marc Boldt, Clark County Councilor  
Jack Burkman, Vancouver Councilmember  
Shirley Craddick, Metro Councilor  
Shawn Donaghy, C-TRAN Exec. Director/CEO  
Paul Greenlee, Washougal Councilmember  
Jim Herman, Port of Klickitat Commissioner  
Tom Lannen, Skamania Co. Commissioner  
Anne McEnery-Ogle, Vancouver Council  
Jerry Oliver, Port of Vancouver Commissioner  
Ron Onslow, Ridgefield Mayor  
Eileen Quiring, Clark County Councilor  
Jeanne Stewart, Clark County Councilor  
Kris Strickler, WSDOT Regional Administrator  
Rian Windsheimer, ODOT Region 1 Manager

Voting Board Members Absent:

Nonvoting Board Members Present:

Nonvoting Board Members Absent:

Curtis King, Senator 14<sup>th</sup> District  
Norm Johnson, Representative 14<sup>th</sup> District  
Gina McCabe, Representative 14<sup>th</sup> District  
Lynda Wilson, Senator 17<sup>th</sup> District  
Paul Harris, Representative 17<sup>th</sup> District  
Vicki Kraft, Representative 17<sup>th</sup> District  
Ann Rivers, Senator 18<sup>th</sup> District  
Liz Pike, Representative 18<sup>th</sup> District  
Brandon Vick, Representative 18<sup>th</sup> District  
John Braun, Senator 20<sup>th</sup> District  
Richard DeBolt, Representative 20<sup>th</sup> District  
Ed Orcutt, Representative 20<sup>th</sup> District  
Annette Cleveland, Senator 49<sup>th</sup> District  
Monica Stonier, Representative 49<sup>th</sup> District  
Sharon Wylie, Representative 49<sup>th</sup> District

Guests Present:

Ron Arp, Identity Clark County  
Ed Barnes, Citizen  
Mike Dalesandro, Battle Ground Councilmember  
Josh Egan, Citizen  
Lori Figone, WSDOT  
Sorin Garber, Consultant  
Kathy Gillespie, Citizen  
Jim Hagar, Port of Vancouver  
Sally Hart, Citizen  
Scott Hughes, Port of Ridgefield Commissioner  
Lee L. Jensen, Citizen  
Laurie Lebowsky, Clark County Planning  
Dale Lewis, Congresswoman Herrera Beutler's Office  
John Ley, Citizen  
David McDevitt, Citizen  
Mike Pond, Citizen  
Ty Stober, Vancouver Councilmember  
Carter Timmerman, WSDOT

Staff Present:

Matt Ransom, Executive Director  
Ted Gathe, Legal Counsel  
Lynda David, Senior Transportation Planner  
Mark Harrington, Senior Transportation Planner  
Bob Hart, Transportation Section Supervisor  
Dale Robins, Senior Transportation Planner  
Diane Workman, Administrative Assistant

## II. Approval of the Board Agenda

PAUL GREENLEE MOVED FOR APPROVAL OF THE DECEMBER 5, 2017, MEETING AGENDA. THE MOTION WAS SECONDED CONCURRENTLY BY RON ONSLOW AND JACK BURKMAN.

JERRY OLIVER MOTIONED TO AMEND THE AGENDA TO CONSIDER THE LETTER HE HAS PROPOSED TO TAMMY BANEY OF THE OREGON TRANSPORTATION COMMISSION AS AN ACTION ITEM. EILEEN QUIRING SECONDED THE MOTION.

Chair Stewart asked legal counsel what the next step would be. Mr. Gathe said you would take a vote on the motion now that it has been seconded. If the motion is approved, the item would be placed as the last item on the regular agenda and before other business.

Jack Burkman called for point of order. He said there was a motion made and a second to approve the agenda as it stood. He asked how that should be dealt with.

Mr. Gathe said he did not hear the second on that motion. With the first motion being made and seconded, it needs to be voted on first. They would vote on the regular agenda as it is. The motion to amend the agenda would have to be made after the agenda has been adopted.

Eileen Quiring said Jerry Oliver had his card up to speak and was not recognized; there were voices and a card raised.

Mr. Gathe said the Chair has the discretion in this situation where the moving party clearly made an attempt to amend the agenda for you to recognize that amendment even though a second was made. He said it's within the Chair's discretion to do that, if you so choose.

Chair Stewart said if she missed the card, she apologized, and she said it has to be a consideration that Mr. Oliver attempted to be recognized. She wanted to go in that order and follow the correct process.

Mr. Gathe said it would be correct then to have the motion to amend the agenda by Jerry Oliver with the second by Eileen Quiring before the Board for consideration.

Chair Stewart asked for any discussion on the motion to amend the agenda.

Jack Burkman said that typically, they do not have to raise their cards to make motions or a second. He asked what process they should use for the rest of the meeting, raising their card to make a motion or second or go with the voice as they have done in the past.

Chair Stewart said they would go with what they have done in the past.

Councilmember Burkman said similar to last month, he would be voting in opposition to this motion, because he has not seen it before and it hasn't gone before the City Council. He said he can't represent his organization's perspective on this until he takes it to his Council.

Paul Greenlee said he was in the same situation.

Eileen Quiring said she would be voting for it because the County Council has already sent a letter to Ms. Baney with the Oregon Transportation Commission in opposition to the tolling. Councilor Quiring asked if people on the RTC Board typically normally get the assent of everybody on their various boards they sit on before they vote on anything.

Jack Burkman said this has come up a number of times at City Council in particular. They are ambassadors for the City Council. They don't represent themselves; they represent the majority of the decision of the City Council. Mr. Burkman said when an item comes up like this that has not been advertised to the public or presented to this Board, they would have had no opportunity to have a conversation with the Council and determine what the majority position is.

Paul Greenlee said the situation was the same for him except even more so. He said he represents two cities, neither of which have seen this letter before. Mr. Greenlee asked Commissioner Oliver if he had heard from the other Ports that he represents.

Commissioner Oliver said yes, that the support was unanimous, and he said they had a three Port meeting the previous night.

Mayor Onslow said he had asked the Port of Ridgefield, and it was his understanding that there was a no vote on their opinion. Mayor Onslow said he doesn't disagree with the letter so much. He is worried about this evening and the fact that they are 10-12 minutes into the meeting and they have election of officers and an executive session and a long agenda. He is not sure that they can get into that particular amendment, and if it is going to take a long discussion, he feels that he couldn't support it at this time.

PAUL GREENLEE MOVED THAT THE AMENDMENT BE TABLED UNTIL NEXT MONTH.

Chair Stewart asked legal counsel for clarification of process.

Ted Gathe said the motion to table is appropriate at this stage, and would take precedence over the preceding motion. At this point, a motion to table is before the Board, it would require a second, and discussion would follow.

JACK BURKMAN SECONDED THE MOTION.

There was no discussion.

THE MOTION TO TABLE WAS APPROVED BY THE MAJORITY WITH THREE NO VOTES: OLIVER, QUIRING, AND STEWART.

Mr. Gathe said the action before the Board now is to approve the agenda as presented.

JACK BURKMAN MOVED FOR APPROVAL OF THE DECEMBER AGENDA AS PRESENTED. THE MOTION WAS SECONDED BY PAUL GREENLEE AND UNANIMOUSLY APPROVED.

### **III. Call for Public Comments**

John Ley from Camas referred to RTC's June meeting when he referred to the issue of Oregon tolling the interstates. He hoped RTC would be weighing in on behalf of SW Washington citizens. Mr. Ley referred to a letter to RTC from Representative Jaime Herrera Beutler asking them to take a public stand against Oregon's tolling plan, and he said he was pleased that they distributed the letter for consideration. Mr. Ley said that the City of Portland now also wants to consider tolling, and they have directed the Portland Bureau of Transportation to coordinate this work with the ODOT. Mr. Ley urged the Board to take a stand against Oregon's tolling plan.

David McDevitt from Vancouver distributed an article that he wrote that was published in the Columbian. Mr. McDevitt said they have had discussions about value pricing since July, and said there have been several letters about how offensive the idea of tolling might be. He said funding for any transportation issues from the federal government to the state of Oregon and state of Washington is

strapped. He said they are going to have to figure out how to deal with these transportation issues. Mr. McDevitt referred to the article and the idea of a Joint Powers Authority that began in 1921 between the Port Authority of New York and New Jersey. He thought this would be a good agreement for the Portland – Vancouver Metropolitan Planning Area between Oregon and Washington.

Ed Barnes from Vancouver said as a former Transportation Commissioner and a representative of workers that cross the river every day for work, he is very concerned about having tolls on the bridges. Mr. Barnes said since 1995 when he was appointed to the Commission, no one has brought jobs to SW Washington other than the Cowlitz Indians. Mr. Barnes said we need to bring jobs to our area, and to do that we need to work with JPACT and the Bi-State Coordination Committee. He said we need to build a bridge between Oregon and Washington and not a wall. Mr. Barnes said people need to listen to the facts and start to participate to get some jobs here.

#### **IV. Approval of November 7, 2017, Minutes**

TOM LANNEN MOVED FOR APPROVAL OF THE NOVEMBER 7, 2017, MINUTES. THE MOTION WAS SECONDED BY SHAWN DONAGHY AND APPROVED. SHIRLEY CRADDICK ABSTAINED.

#### **V. Consent Agenda**

##### **A. December Claims**

##### **B. SR-14 Bingen/White Salmon Circulation Study Contract Amendment, Resolution 12-17-20**

##### **C. 2018 RTC Board Meeting Schedule, Resolution 12-17-21**

PAUL GREENLEE MOVED FOR APPROVAL OF THE CONSENT AGENDA DECEMBER CLAIMS AND RESOLUTIONS 12-17-20 AND 12-17-21. THE MOTION WAS SECONDED BY ANNE MCENERNY-OGLE AND UNANIMOUSLY APPROVED.

#### **VI. YR 2018 RTC Work Program and Budget, Resolution 12-17-22**

Matt Ransom referred to the resolution included in the meeting packet with the work program and budget attached. Mr. Ransom said this was presented to the Board at last month's meeting and there were no substantive comments at the meeting or since the meeting. It is the same document that was presented in November. They are seeking action to provide the budget to deliver the 2018 work program.

Mr. Ransom said RTC does work programming in two different time increments. One is in the spring every year; they produce a state and federal program. At the end of the year, they summarize that work and any issues that have come forward since that work program was approved are then documented as an activity item. Some of those can be seen in the 2018 work program including the Oregon Value Pricing Study and next steps as part of the I-5 Legislative Task Force.

Mr. Ransom said the accomplishments for 2017 are listed in the Annual Report included in the meeting packet. Mr. Ransom said in looking at what they set out to accomplish, they have made progress across all fronts. He feels they are fulfilling the work program commitments that they made.

Mr. Ransom referred to the attached 2018 Work Program and Budget document. The work program's major activities were listed in an outline. In addition to running their regional grant program, next year is going to be a major year for regional transportation planning. They will be completing a Plan update for Clark County as well as Skamania and Klickitat Counties. It is expected to present the RTP almost

monthly to the Board as they progress to complete the update by the end of next year. Mr. Ransom said they have a host of regional studies that they will be involved in. Many of those they are playing a support role or a technical review role. These are listed in the outline. One of the first actions that will come to the Board is to implement or adopt MAP-21 Performance Targets on safety. A briefing of that will be given later in today's agenda. Mr. Ransom said one of the major efforts that he commits to, and the organization as well, is to build partnerships. They continue to nurture those partnerships. One they developed this year is that they have two student intern projects ongoing. They expect those to continue next year as they look for opportunities to engage our youth and college students in this field of work. On the administrative side, they have several things that they need to do to keep things running and in order.

The 2018 the budget included a comparison to the 2017 budget expenses to date through the November Claims. They are still projecting that they end the year roughly \$100,000 less than they had planned. That is largely as a result of deferred contracts that they had expected to be done. They were waiting for the feds to adopt the performance rules in order to do that work.

In the 2018 budget, they are looking at expenses of about \$1.968 million; a little less than last year. With this budget they can accomplish all the work that they set out to accomplish, and there are two one-time expenses that are noted. One would be an allotment for professional services to help in their planning effort as well as some MAP-21 technical related support if they need it. Also, as noted at the last meeting, RTC will be moving their office within the Public Service Center. They are setting aside up to \$50,000 to commit to the relocation and necessary items.

PAUL GREENLEE MOVED FOR APPROVAL OF RESOLUTION 12-17-22, 2018 WORK PROGRAM AND BUDGET. THE MOTION WAS SECONDED BY RON ONSLOW AND UNANIMOUSLY APPROVED.

## **VII. Bylaws of Southwest Washington Regional Transportation Council – Amendment, Resolution 12-17-23**

Chair Stewart said the Bylaws were reviewed by a sub-committee and recommendations were made to the Board. The Board has seen drafts of the document several times. She said it was presented last month for review without any requests for changes.

Mr. Ransom said the current Bylaws require that the Board review them every five years, at a minimum, unless there is a substantive change of membership or legislative districts, etc. Year 2017 is that mandatory five year review. Mr. Ransom said when he joined the organization in 2014, he began reading all the materials and documents that govern the organization. He began to flag opportunities for improvement. In convening the sub-committee, they began the process to update the Bylaws to the contemporary, best practice, and refined language. They worked through a series of meetings with the committee. It culminated with their recommendation as stated this summer. The Board has had full briefings, as listed on page three of the resolution, at the September, October, and November meetings. At the September and October meetings, there were adjustments and fine tuning comments that were made. The final recommendation is unchanged since presented at the November meeting.

Mr. Ransom said they would deal with an action item after the Bylaws action that will amend the Articles of Incorporation that relates to the Bylaws. Synchronization of the Bylaws and Articles of Incorporation conflict of interest provisions is considered best practice; otherwise the inconsistency would result in the terms of the Articles of Incorporation prevailing over the Bylaws. That potential

inconsistency can be resolved by synchronizing the language between the two governing documents as proposed.

Mr. Ransom said he felt the Bylaws as presented would bring them to current best practice, and they would be the foundation for good governance as they continue to work the organization to the future.

ANNE MCENERNY-OGLE MOVED FOR APPROVAL OF THE BYLAWS AMENDMENT RESOLUTION 12-17-23. THE MOTION WAS SECONDED BY PAUL GREENLEE AND UNANIMOUSLY APPROVED.

### **VIII. Articles of Incorporation of Southwest Washington Regional Transportation Council – Amendment, Resolution 12-17-24**

Chair Stewart said the changes to the Articles of Incorporation followed the same process as the Bylaws and were done in tandem with the modification and amendment into the Bylaws.

Mr. Ransom said the Articles of Incorporation are the corporate document that was signed in 1992 upon formation of RTC. He said that RTC is an incorporated nonprofit entity. The reason for the incorporation is to establish the organization as an independent entity separate and apart from members; therefore, it is able to defend and indemnify, and essentially act as an independent entity, and the members form it. Mr. Ransom said statutorily, the Articles of Incorporation being the corporate entity document, supersede, if there is a conflict, the provisions of the Bylaws. Upon review and consideration of changes to the Conflict of Interest provision, which is where they began with the Bylaws committee, it became apparent that in order to have consistency between the two documents, it would be best practice to synchronize the language and carry over into the Articles of Incorporation the same language. That language is listed on page two of the resolution. Existing language was listed with a strike out, and the proposed language as listed in the Bylaws was listed with underline.

Also attached to the resolution and current Articles of Incorporation was a separate Articles of Amendment. This document is signed separately and what is transmitted to the Secretary of State giving them notice of the amendment to the corporate documents.

Ted Gathe added some procedural comments. Mr. Gathe said because they are amending the Articles of Incorporation, they require that it be done either at a special meeting or at the annual meeting. The December meeting is the annual meeting, so they have met that requirement. The second provision in the Articles of Incorporation requires that they be approved by a 60% majority vote. That will be required in order to move this forward.

Eileen Quiring asked if the new, more brief language was the same as the old language. She wanted to be certain that it covered all that the first language stated, which seemed to cover more.

Mr. Gathe said the original included provisions that he thought were questionable. He said perhaps they were not when they were originally adopted in 1992, but questionable now as whether directors can vote on something of which they may have a conflict of interest. He said they felt it was better practice to simply reference RTC Procurement provisions, the Ethics Policy, and all applicable conflict of interest and related provisions of federal and state law. That is an encompassing statement that covers anything that might pose a potential ethical problem with the language. He felt it was a much improved version over the original.

ANNE MCENERNY-OGLE MOVED FOR APPROVAL OF THE ARTICLES OF INCORPORATION AMENDMENT RESOLUTION 12-17-24. THE MOTION WAS SECONDED BY PAUL GREENLEE AND UNANIMOUSLY APPROVED.

## **IX. MAP-21 Safety Performance Measures and Target Setting**

Chair Stewart said she had originally planned to remove this item from the agenda since the meeting agenda was very full and complicated. She said Mr. Ransom indicated that they would spend a little bit of time on this item. It will be coming back to the Board at the January meeting for action.

Lynda David referred to the memo included in the meeting packet with an attached folio. She also noted a handout at the table with the safety data for RTC provided by the State DOT. Ms. David said the purpose of this agenda item was to bring the Board up to date on transportation performance management and measures, final rulemaking by the federal government, and today's focus is on traffic performance measures: target setting by DOT and by RTC acting as the MPO for the Clark County region.

Transportation performance management is a strategic, regular, ongoing process that uses data and system information in order to help make informed transportation investment and policy decisions. The federal transportation act MAP-21 set in motion the requirement to have performance driven outcome based transportation planning and decision making. Performance targets are put into place. They are monitored and reported on. The seven national goals were reviewed at the RTC Board meeting back in August 2016. They were listed on a slide and on page 2 of the memo. The safety goal looks to achieve a reduction in traffic fatalities and serious injuries on all public roads. Page 5 of the memo provided a full listing of the 17 performance measures. Today's focus was on the five safety performance measures.

Ms. David said FHWA issued a final rule making for the safety measures back in April of 2016. They gave the DOTs nationwide until August 31 to establish statewide targets for safety. The MPOs have 180 days beyond the August 31 deadline to set MPO targets (February 2018). Any Regional Transportation Plans or Transportation Improvement Program published after May 27, 2018 will need to address these performance measures.

Ms. David said page 3 of the folio provided the five safety measures and targets established for Washington State at the end of August and also provided them on slides. The first is Number of Fatalities, second is Fatality Rate, third is Serious Injuries, fourth is Serious Injury rate, and fifth is Non-Motorist Fatalities and Serious Injuries.

Ms. David said WSDOT staff have taken the lead in providing data for the RTC region and also have suggested 2018 safety performance targets. She provided a slide that compared 2018 safety performance targets for RTC, Puget Sound, and Spokane Regional Transportation Council. These are the safety targets the Board will be taking action on at the January meeting.

On December 15, the RTAC will be asked to recommend to the RTC Board adoption of the safety performance targets. At the January 2 meeting, the RTC Board will take action to adopt the safety performance targets. There was a slight adjustment since the memo was written, because WSDOT have requested that the MPOs submit resolutions or letters indicating that the performance targets have been adopted by the MPOs statewide. WSDOT wants the information in by January 25. WSDOT and MPOs statewide are trying to meet the February 27 deadline established by the Federal Highway Administration for the MPOs to set their safety targets. WSDOT has to report annually as does RTC, so it will be coming back to the RTC Board at least annually to review the targets to make sure progress is being made toward them and to update the safety data.

Marc Boldt asked in regard to the safety data, especially the accidents and fatalities, if this was the road itself or if it also includes the driver's ability. Ms. David said it also includes the driver's ability.

Councilor Boldt said when it comes to RTC, we can't do anything about the driver's ability, but we can do something about the road. He asked if that was where RTC stands. Ms. David said yes, that they would be able to program engineering projects to try to help bring down the fatality and serious injury statistics. She said it is human behavior, and we cannot change that. She said she thought there is some opportunity in the future with self-driving vehicles, or the new vehicles on the market now that self-correct in certain situations, which might have some influence on fatalities and serious injuries.

Ms. David said they see in the data for the RTC region and statewide as traffic volumes increased, they are having more fatalities and serious injuries.

Eileen Quiring asked for clarification on the listing of the national goals. She asked if they were listed in priority. Ms. David said no they were not in priority order, just the 7 goals listed.

Mr. Ransom thanked WSDOT Headquarters office. He said they have solely relied on them to provide these numbers for RTC. The goals that have been presented will be provided to the Board's technical staff; he has high confidence that they also will endorse those. Mr. Ransom said to also remember that the goal here in performance management is really first and foremost to create a national dashboard. Members of Congress wanted to see where the system was nationwide, so they have started with some broad categories: safety, bridges, and pavement. Mr. Ransom said he thought as they go through this, they did transit assets last year and this will be one of the first in 2018 goals. He said in five years from now when they have this dashboard fully operational, they will really begin to understand how they can make movements with money or policy to try to affect outcomes. He said he considers this first step of the performance management is to get the system in place with reasonable goals. As anything is, you adjust and make improvements as you go forward. Mr. Ransom said to feel free to contact him or Lynda if there are any questions.

## **X. Other Business**

### From the Board

Chair Stewart asked Ted Gathe to explain the legal status of the letter that Commissioner Oliver had proposed that was tabled.

Mr. Gathe said it is no longer part of any agenda, but it can, by motion, be removed from the table and reintroduced with a majority approval of that motion.

Chair Stewart asked if that could happen in this meeting or if that would be a future meeting.

Mr. Gathe said it would only happen at a future meeting. If it is tabled, it generally means it is tabled for the meeting at which the Motion to Table is made. It could be returned if removed from the table at a future meeting.

Chair Stewart asked what the process would be to return it to the table for example in January.

Mr. Gathe said a motion would need to be made and seconded to remove from the table, and a majority of RTC Board members would have to approve it. That could happen at the next meeting.

Ron Onslow confirmed the letter was tabled until the next meeting. He asked if the letter should be distributed to Board members in order for members to have an opportunity to discuss with their Boards and who they represent.

Mr. Gathe said they could certainly have the Executive Director distribute the letter to Board members if there was general consensus to do so. The Board agreed to have the letter distributed.

Rian Windsheimer said if they are going to distribute a letter for consideration, it might be helpful to know how to get input in the process so they are prepared at that meeting. Mr. Windsheimer distributed information on the next Value Pricing Committee meeting set for December 7. He said it will be live streamed, so anyone interested is able to do that. There is also a website that has all of the materials that are going to be provided at that meeting in addition to a place that you can make comment without waiting until the next meeting. Mr. Windsheimer said he thought they would be in a better position at their next meeting to be able to offer some comments, because there will be much more information available in terms of what is actually on the table versus what is not. Some of the information in the current letter presupposes somethings that may or may not be true. He said he thought it would be worth their time to follow up and hear back from some of the representatives who are on the committee and offer a letter they may want to amend.

Chair Stewart said the goal is to submit a letter, according to her communication with Mr. Oliver. If there needs to be some revisions in the letter in order to be accurate, she believed they could find some agreed upon language.

Anne McEnery-Ogle said as she looks at the letter it is a little confusing as to what it is, who it is from, and it is not dated. Before it goes out to everyone, she suggested putting something at the top with the who, what, where, when, and why this letter is.

Ron Onslow said it would be timely also, because he said he believed that Mr. Ransom would be giving a report on ODOT at the next meeting.

Mr. Ransom said at the January meeting he is planning a full briefing, to the extent the technical staff are available. He said one of the invited guests would be a representative from ODOT, possibly from their Project Management Team. Mr. Ransom said he expected a 30 minute briefing on the January meeting agenda, where they could delve into details and present the materials. He said the suggestion of hearing from the Southwest WA Policy Advisory Committee representatives and their perspectives as they have convened for two meetings at that point would be appropriate. That would be their first formal briefing, and others are planned as they reach other milestones up to June, which is their expected recommendation date.

Shawn Donaghy said there was a request last month for C-TRAN to bring some information on the Bus on Shoulder Pilot Project. In the interest of time this month, he said they could provide that at another time if the Chair so chose.

The Board agreed to postpone the Bus on Shoulder update until the January meeting.

Chair Stewart said they would have election of RTC's 2018 Officers. Four officers are elected at the Annual meeting of the RTC Board. The Annual meeting is the December meeting. The four officers are the Chair, Vice Chair, and the Secretary and Treasurer. The Executive Director is generally elected as the Secretary and Treasurer. Chair Stewart opened nominations for Board chair.

ANNE MCENERY-OGLE NOMINATED RON ONSLOW FOR 2018 CHAIR. PAUL GREENLEE SECONDED THE MOTION. Nominations were closed.

RON ONSLOW WAS UNANIMOUSLY ELECTED BOARD CHAIR.

Nominations were opened for Vice Chair. JACK BURKMAN NOMINATED ANNE MCENERY-OGLE FOR 2018 VICE CHAIR.

Eileen Quiring asked the process was if the member was no longer on the Board in 2018.

Ted Gathe said if the member was nominated and elected at this time, and in January 2018 they are no longer assigned to the RTC Board, there would be an automatic vacancy in that position, and the Board would re-nominate and revote that position.

Nominations were closed. ANNE MCENERNY-OGLE WAS UNANIMOUSLY ELECTED AS 2018 VICE CHAIR.

Mr. Gathe said the Secretary and Treasurer positions are both an RTC employee. This vote could be made with one motion.

JACK BURKMAN NOMINATED MATT RANSOM AS SECRETARY AND TREASURER, AND IT WAS UNANIMOUSLY APPROVED.

Chair Stewart noted that this would be the last RTC meeting for Jack Burkman since he chose to not seek re-election on the Vancouver City Council. He served on the Vancouver City Council from 1998 through 2001, and he was elected again in November 2009 and has served through this year 2017. Jack spent a career in engineering and management at Hewlett Packard and is currently a part-time consultant. He holds a degree in Mechanical Engineering and is a Certified Professional Coach. Jack's initial seat on the RTC Board began in March of 2010, which he has held up until this time. The RTC Board elected him Chair three times and Vice Chair twice during his tenure.

Chair Stewart presented Mr. Burkman with a certificate of appreciation from the RTC Board of Directors and they offer their thanks to Jack Burkman City of Vancouver Councilmember for his service and dedication, 2010-2017. It was distributed for all Board Members to sign. A round of applause was given.

Ron Onslow asked what a Certified Professional Coach was. Mr. Burkman said it is helping people work through life issues and helping them work on goals and direction they want to seek in their life.

Chair Stewart thanked Mr. Burkman for his work on RTC.

#### From the Director

Matt Ransom referred to the Clark County Transportation Alliance 2018 Policy Statement that was included in the meeting packet along with a memorandum. Mr. Ransom said each organization may currently be reviewing the Policy Statement. He said the Coalition Committee that develops this and moves it forward convened on November 20, 2017 and recommended this for local agencies as well as private sector organizations. This Policy Statement will be before the Board for action at the January meeting. The intent being that they coalesce around a regional priority statement of transportation, both projects, as well as initiatives, and that they transmit this to their State Legislators as well as Federal Representatives and that it becomes our region's collective message about what they are trying to achieve and projects that they are pursuing together.

Mr. Ransom noted that RTC's 2017 Annual Report was also included in the meeting packet.

Mr. Ransom said they are working on the Bi-State Coordination Committee Annual Report for 2017 recognizing the two meetings that were held. He said they plan to hold two meetings in 2018 as well.

Handed out at the table were three slides from the Value Pricing Study meeting that was held on November 20. He said the slides encapsulated what their current study is: goals, steps, and schedule. Mr. Ransom said the most important thing from a work programming standpoint is that this is a very rapid

schedule to get to at least a concept recommendation by May/June. Mr. Ransom said his staff would attend the meeting being held on December 7 for him since he has an out of town meeting that day.

A handout listing the seven Transportation Improvement Board (TIB) FY 2019 Grant awards to regional entities in our three counties was distributed with the meeting packet. These seven projects in SW Washington in total will receive approximately \$1.4 million.

The next RTC Board meeting will be held on Tuesday, January 2, 2018, at 4 p.m.

Chair Stewart said that the January meeting is early in the year and to make a note of that on everyone's calendar.

Chair Stewart thanked the RTC Board for their courtesy and respect that was shown among the members for the introduction of Jerry Oliver's letter and the importance and need for that. She said it is an unusual process that developed for the meeting, so the patience of all as they worked their way through that with respect and consideration is appreciated.

Ron Onslow wanted to add a word before they went into Executive Session. He said he has worked along with Jeanne Stewart this past year, and this is the first time he has ever worked with her. He said she is delight to work with, she is very thorough, and if she doesn't understand something, she is quick to ask the question and she reads it and studies it. Mayor Onslow said not all read the material prior to meetings. That is important for any board or committee. He said it is wonderful to discuss something with the person who has read the material. Mayor Onslow offered a round of applause from all for Councilor Stewart for a great job. Councilor Stewart thanked the Mayor.

Eileen Quiring noted that two letters were also distributed to Board Members that were not mentioned. She felt they should be recognized.

Mr. Ransom said one letter is from the Clark County Council in September that was sent to the Oregon Transportation Commission Chair Tammy Baney in relation to the Value Pricing work. The second letter was sent to him via email from another Board member from Jaime Herrera Beutler dated December 1, 2017 also expressing interest in having RTC provide input and or make some comments in relation to the Oregon Value Pricing Study. He said his office has not yet received the letter. Mr. Ransom said if there are other letters between now and January that members may be dealing with, he asked that they let him know. He said he had previously sent Mr. Oliver's letter out to Board members last week, but he would retransmit that letter to members.

Chair Stewart said before the letter is retransmitted, she would like to have a discussion with Mr. Oliver to see if he would like to see any revisions to the letter.

Kris Strickler said the intersections of SR-500 and 42<sup>nd</sup> and SR-500 and 54<sup>th</sup> have long been a congested and accident prone area for WSDOT. They have talked about starting planning phase discussions as it relates to improvements in those areas. He said they plan to start that dialog which will involve kicking off preliminary discussions with the community and establishment of an oversight committee that could help in evaluating the problems within those intersections and also the SR-500 and SR-503 intersection at Fourth Plain. They want to start having that dialog so that the community recognizes that they understand the issues and start moving forward. That will happen over the coming months.

**XI. Executive Session: Executive Director Performance Evaluation**

(Action will be taken following the Executive Session)

The meeting was adjourned to Executive Session at 5:20 p.m. for 15 minutes. Jim Herman and Jerry Oliver left the meeting. At 5:35 p.m., Executive Session was extended for 10 more minutes. The meeting was reconvened at 5:45 p.m.

**XII. Executive Director Employment Agreement, Resolution 12-17-25**

Copies of Resolution 12-17-25 were distributed to Members.

Chair Stewart said they are reconvened to discuss the matter of the Executive Director's Employment Agreement and interest in renewing that contract to January 1, 2018 through December 31, 2020.

MARC BOLDT MOVED FOR APPROVAL TO CONTINUE MATT RANSOM'S CONTRACT FOR ANOTHER YEAR (AS REFLECTED IN RESOLUTION 12-17-25). THE MOTION WAS SECONDED BY EILEEN QUIRING AND UNANIMOUSLY APPROVED.

Chair Stewart said they were asked to review the Executive Director's salary. In 2015, he received a 4.5% increase, and in 2016 a 4.7% increase, and for 2018, the suggestion is for a 4.7% increase.

Jack Burkman said he believed that the prior increases were based on the amount of increase that staff was receiving. He asked what RTC staff and Clark County staff received in this last increase.

Ron Onslow said in 2015, it was a 2% COLA and 2.5% merit increase totaling 4.5%. In 2016, it was a 2.7% COLA and 2% merit increase totaling 4.7% increase. In 2017, a 2.2% COLA with a 2.5% merit would total a 4.7% increase as it was last year.

Jack Burkman asked what staff received. Mr. Ransom said it would be the same numbers except for the Board in his break out in 2016 made the COLA and the merit a little bit different. In RTC's compensation program, it is referred to as a step/merit meaning if they meet performance, they receive a step increase. Last year the step increase was 2.5% and the COLA was 2.2%. This year, the compensation program would be the same for them; a 2.2% COLA, which is tracked with the County and 2.5% step.

Mr. Burkman said a 4.7% increase would be equivalent to what RTC staff would be receiving. Mr. Ransom said that is correct.

Tom Lannen asked what the total cost of benefits was.

Mr. Ransom said he did not have a calculation for benefit cost. He said they do buy their benefits from Clark County rather than bid them separately; since they are only a ten-person organization, they buy into the County's program. He said it is a good benefit package with health, vision, and dental.

Eileen Quiring asked if he received an automobile allowance.

Mr. Ransom said yes, at \$600.00 per month.

JACK BURKMAN MOVED FOR APPROVAL OF A 4.7% INCREASE WHICH IS IN LINE WITH WHAT RTC STAFF IS RECEIVING. PAUL GREENLEE SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

**XIII. Adjourn**

The meeting was adjourned at 5:50 p.m.

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Ron Onslow, Board of Directors Chair