



**DISABILITY ADVISORY COMMISSION
NOTICE AND MEETING MINUTES**

January 12, 2023 - 12:00-1:00 PM
City Hall Back Conference Room, 1134 F Street

Members Attending: Chairman Ged Randall, Constance Vance, Mark Havens, Amy Brogan
Members Not Attending: Eric Peterson, Jessica Grainger, Mike Feeney
Non-Members Attending: Kayla Hermann, Brianne Drury, Suzanne Seigneur, Nikki Province, Leah Burris

I. CALL TO ORDER

A. Meeting called to order at 12:00pm

II. CITIZEN COMMENTS

A. None.

III. DISCUSSION ITEMS

A. Open Meeting Training

- i. City Attorney Kayla Hermann introduces herself and Assistant City Attorney Brianne Drury. Ms. Drury presents training on Commissioner Comments as related to Open Meetings Law. In general, an agenda is required for every meeting to provide notice to the public on what will be discussed. It also supports transparency. Ms. Drury reads a portion of the Open Meetings Law which reviews the requirements of an agenda. Ms. Drury states the Legal office's opinion is that there should not be discussion during Commissioner Comments, those comments should be announcements or statements. If there is an item to discuss, include it in the Future Agenda Items section of the meeting or share it with the Staff Liaison or Chairman of the Commission and it can be included on a future agenda. She states if there are any questions the Legal office is always available for questions. Ms. Brogan clarifies that if a topic is listed under the Discussion items, then it is open for discussion. Ms. Drury states that is correct. Chairman Randall also clarifies that action items do not have to have action taken during a meeting, but only an item identified as an action item can have action taken. Mr. Havens states he disagrees with the verbiage of Commissioner "Comments" and states a better title would be "Commissioner Announcements." Ms. Hermann states how the agenda was posted is common practice amongst other City Commissions, Boards, and City Council. Ms. Hermann further explains why discussion should not take place during Commissioner Comments. Mr. Havens asks about responding to public comments and Ms. Hermann explains what other mechanisms the Commission can use to address public comments, such as calling a special meeting. Ms. Province asks Ms. Hermann about an upcoming Open Meetings Law training and Ms. Hermann states

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they are planning a training for February and will share that date with Ms. Province to share with DAC.

B. Discussion of Lewiston Transit System

- i. Transit Manager Suzanne Seigneur presents on transportation in the LC Valley. She begins by reviewing the partnership between Lewiston Transit and Asotin County Public Transit and their history. Ms. Seigneur states fares only make up about 3% of their funding. Ms. Seigneur describes plans for a new Transit station close to the Lewiston Community Center. She next shows a route map and explains how the route works. There are hour headways and two fixed routes, but a half hour headway would be preferred. There are areas where someone can wave at a bus and the bus will stop and pick them up, but it has to be a safe place for the bus to stop. At least 12% of trips are riders that are elderly or have a disability. Ms. Seigneur also shares there is a smart phone app, RouteShout 2.0, which locates and tracks the buses and is very handy. Ms. Seigneur explains their Dial-A-Ride system, which allows for a ride to be requested but the system does have specific requirements which Ms. Seigneur reviews. There is also same day service available. Next, Ms. Seigneur reviews fare rates. Ms. Vance asks if there is a discounted monthly pass for 62+ and People with Disabilities. Ms. Seigneur states there is not but passes are discounted if purchased in the second half of the month. Mr. Havens asks if ridership has rebounded to pre-COVID numbers and Ms. Seigneur states no, numbers are still down and that is consistent across the country. Ms. Seigneur explains some other changes they are planning to make to improve service.
- ii. Ms. Seigneur opens discussion regarding the bus stop on 19th Ave. She shows two images from 2016 and 2020 showing improvements. Chairman Randall and Mr. Havens state it is unfortunate that the buses can no longer can go up WinCo. Ms. Seigneur states where the bus used to stop was on private property, in a fire lane, close to traffic, and got really hot during summer weather which created liability. While WinCo was a great partner, the mall will not allow buses on mall property. This resulted in a bus stop in the right of way on 19th Ave. She adds it would be great if the mall wanted to work with the Transit system.

IV. ADJOURNMENT

- A. Ms. Brogan had to leave the meeting at 12:52 which left the meeting without a quorum so Commissioner Randall asks to have all remaining agenda items to be moved to next month.
- B. Chairman Randall adjourns the meeting at 12:57pm.

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