



## Agenda: Access Paratransit Advisory Committee

**Date:** Monday, July 11, 2022

**Time:** 6:00 PM – 7:30 PM PST

**Location:** <https://kingcounty.zoom.us/j/89374190760>

**Passcode:** 2022

**Webinar ID:** 893 7419 0760

**Join by phone:** +1 (253) 215-8782

**APAC Members in attendance:** Dorene Cornwell, Deborah Artis, Kristina Sawyckj, Joe Welinske

**Metro Staff:** Gwen Clemens, Ashish John, Lorrie Alfonsi, Mark Nash, Diana Gil-Vargas, Fab Alves

**Metro Guests:** John Gray, Michael Bedlion

Time	Facilitator/ Presenter	Topic
6:00p	Diana	<b>Welcome</b> <ul style="list-style-type: none"><li>• Agenda Overview</li></ul>
6:05p	Kristina	<b>Introductions</b> <ul style="list-style-type: none"><li>• Name you go by</li><li>• What pronoun you use (<i>she/her; he/him;they/them</i>)</li></ul>
6:10p	Gwen Fab	<b>Housekeeping</b> <ul style="list-style-type: none"><li>• Prior meeting notes approval</li><li>• Prior meeting action items review</li></ul> <p>APAC members agreed meeting notes from 6/13 are correct and approved unanimously with no additions. No pending action items.</p>

<b>6:20p</b>	<b>Lorrie</b>	<b>KPI Review</b>  Lorrie reviewed KPI numbers and confirmed next month reports will have graphs to show trends, including 2019 data.  Dorene asked if the impacted numbers were caused by people not wanting to work for Metro. John Gray explained this was caused by loss of partners and the labor shortage. MV has offered increased wages and partnered with new providers to improve recruitment.  Dorene also asked if the on-time performance and service reduction proposal presented in our last meeting has caused any impact and Lorrie clarified the recommendation has not been implemented yet.
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6:30p	Diana  Joe	<p><b>New Business</b></p> <ul style="list-style-type: none"><li>• <a href="#">OESJ's Community Compensation Project</a><ul style="list-style-type: none"><li>○ <a href="#">project engagement webpage</a></li></ul></li></ul> <p>Diana covered with APAC members about to join the project and get compensated for their volunteer work.</p> <ul style="list-style-type: none"><li>• Annual Report walkthrough</li></ul> <p>Joe shared that Gunner did a great job putting all the notes and report together last year. He felt, however, that it was lacking as it was not coming directly from APAC members. He put together a summary with all the meeting notes and asked APAC members to work on the below:</p> <ul style="list-style-type: none"><li>(a) A review of and comment on the Metro Transit department's annual performance metrics and trends relevant to Access paratransit.</li><li>(b) One (1) review of and comment on information from customer surveys distributed by the Metro transit department relevant to Access paratransit.</li><li>(c) A summary of areas of strength, deficiency, or priorities for improvement in the provision of Access paratransit services.</li><li>(d) An overall assessment of Access paratransit service for the prior year.</li></ul> <p>Diana shared that the final report is due to council August 31<sup>st</sup> and therefore would need a full draft from APAC members by August 3 to ensure the report is due on time since it would need to go through an extensive review process.</p> <p>Joe expressed it's a lot of work for one person, especially when the group is short staffed. Kristina and Deborah volunteered to assist Joe with the report. Diana also offered to assist and provide support. Joe will send support documentation to Kristina, Deborah, Fab and Diana.</p>
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7:15p	Kristina	<p><b>Board Comments</b></p> <p>Kristina asked for an update on recruitment and in-person meetings. Recruitment was discussed in the executive meeting and members noted the focus on the workplan and report was a priority. For in-person meetings, Diana will work with Maha and bring updates on both topics in the next meeting.</p> <p>Dorene shared she understands Metro has had some staffing issues, but that she believes recruitment for APAC is important and needs to be addressed so they can have full power.</p> <p>APAC members agreed to end the meeting early.</p>
7:25p	Kristina All	<p><b>Meeting wrap-up</b></p> <p>Gwen apologized for the issues Kristina experienced with the captioning services. King County will be working with vendor to address the issues and ensure they have the materials to make our meetings more effective. Vendor reported at the end of the call they had issues with their software system, and this should not happen again in future meetings.</p> <p>Joe also recommended using the APAC Executive meeting to test our potential transition from Zoom to Microsoft Teams.</p>

**July 2022 meeting action items:**

- Joe will send support documentation for annual report to Kristina, Deborah, and Diana
- Diana to bring recruitment and in-person meeting update in next APAC meeting

**Next Executive Committee planning session (open to all APAC members):**

- **Date:** July 25, 2022, 4-5pm
- **Location:** <https://kingcounty.zoom.us/j/87826367056>
- **Passcode:** 2022
- **Webinar ID:** 878 2636 7056
- **Join by phone:** +1 (253) 215-8782

**Next monthly APAC meeting:** August 8, 2022