



# Minutes

## Agenda

### Cowlitz Transit Authority

*Lisa Alexander (Chair), Kennan Harvey,  
Erik Halvorson, Anthony Harris (Nonvoting), Steven Ferrell,  
Mike Karnofski (Alternate), Richard Dahl (Alternate)*

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Wednesday, January 14, 2026	4:00 PM	<b>Hybrid Meeting</b> Longview Council Chambers 1525 Broadway St, Longview
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**NOTICE IS HEREBY GIVEN**, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a **Regular Board Meeting** on **Wednesday, January 14, 2026, at 4:00 p.m.** in the Longview City Hall Council Chamber, 1525 Broadway St, Longview, WA. This meeting is also available by Zoom.

Agendas are made available the Friday before the meeting at [www.mylongview.com](http://www.mylongview.com) under “Agendas & Minutes.”

Zoom meeting link: <https://us02web.zoom.us/j/89844443333>

Telephone options (dial any of the following numbers):

- 1 253 215 8782
- 1 408 638 0968
- 1 669 900 6833
- 1 346 248 7799
- 1 312 626 6799
- 1 646 876 9923
- 1 301 715 8592

Webinar ID: 898 4444 3333

Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the Board Clerk’s Office at (360) 442-5664 at least forty-eight (48) hours in advance if you require special accommodations to attend the meeting.

Written comments may be submitted up to forty-eight (48) hours in advance via email at [customerservice@rctransit.org](mailto:customerservice@rctransit.org).

**Next meeting**

Wednesday, February 11, 2026  
4:00 p.m. – Regular Board Meeting

**1. CALL TO ORDER**

Chair Alexander called the meeting to order at 4:01 pm.

**2. FLAG SALUTE**

The flag salute was recited.

**3. ROLL CALL**

Present: Chair Lisa Alexander; Member Steven Ferrell (on Zoom); Member Erik Halvorson; Member Anthony Harris

Absent: Member Keenan Harvey; Member (Alternate) Mike Karnofski; Member (Alternate) Richard Dahl

Staff Present: Chris Collins, Public Works Director; Steve Hansen, Asst. Public Works Director; Jim Seeks, Transit Manager; Doreen Daggett, Transit Supervisor; Tara Hargrave, Clerk of the Board

Others Present: Betsy DeSpain, Paratransit Regional Manager; Sheila Harmon, Paratransit Manager; Megan Wirtz, CWCOC (arrived late); Previous Vice-Chair MaryAlice Wallis

**4. PUBLIC COMMENTS**

None.

**5. CONSIDERATION OF MINUTES FOR DECEMBER 10, 2025**

A motion was made by Member Halvorson, seconded by Member Ferrell to approve the January 14, 2026 Cowlitz Transit Authority Regular Board Meeting Minutes. The motion carried unanimously.

**26-009 2025 12 10 CTA Board Minutes**

**6. CONSENT CALENDAR**

A motion was made by Member Halvorson, seconded by Member Ferrell to approve the Consent Calendar in its entirety as presented. The motion carried unanimously.

**26-0010 2025 November CTA Treasurer's Report**

**26-0011 2025 November CTA Fund Balance Report**

**26-0012 Invoice #2026-02 - City of Longview \$510,043.37**

**7. REPORTS**

Transit Manager Seeks and Chair Alexander presented previous Vice Chair Wallis with a service plaque.

Transit Manager Seeks reported on the Rainier Route 433 ridership concern.

**26-0013 2025 Annual Fixed Route Ridership**

**26-0014 2025 December Daily Fixed Route Ridership**

**26-0015 2025 December Daily Fixed Route Ridership by Hour**

**26-0016 2025 December Fixed Route Average Passengers per Trip**

**26-0017 2025 December LIFT Monthly Ridership**

26-0018 Five Year Ridership Graph

26-0019 PTBA Sales Tax Data 2025 vs. 2024

8. **SUMMARY STATEMENT - CHANGE OF NOVEMBER 2026 MEETING DATE**

Transit Manager Seeks reported on the need to change the November CTA due to the Veteran's Day holiday.

A motion was made by Member Halvorson, seconded by Member Ferrell to approve Tuesday, November 10, 2026, at 3:00 p.m. as the date for the November 2026 CTA Board Meeting. The motion carried unanimously.

26-0020 **SUMMARY OF STATEMENT:**

**The Cowlitz Transit Authority normally conducts the board meeting on the second Wednesday of each month, at 4:00 pm.**

**However, the November 2026 meeting would fall on November 11, Veterans Day. Because the CTA Board normally conducts the annual budget hearing and adopts the following year budget in November, staff recommends against canceling this meeting.**

**RECOMMENDED ACTION:**

**Motion to approve Tuesday, November 10, 2026 at 3:00 pm as the date for the November 2026 CTA Board meeting.**

**OR,**

**Provide direction to staff regarding a change of date to the November 2026 CTA Board Meeting.**

9. **MANAGER'S REPORT**

Transit Manager Seeks reported on Transit operator resignations and interviews, staff members out on medical leave and the need to hire a temporary facilities worker, engine overhauls on two 2013 coaches, meeting with the City of Rainier re: Route 433, Board annual bus passes, and Board position voting in February per the bylaws.

Mobility Supervisor Daggett reported on 2026 youth passes, the STEPS program, travel training, voice recordings for Routes 433 and 511, and meeting with teachers from the Blind School for travel training.

Paratransit Manager Sheila Harmon reported on ridership number being up 50% since COVID and 2025 being up 14% over 2024, ridership by hour and productivity increase, and 70% increase in wheelchair clients.

10. **MISCELLANEOUS**

None.

11. **ADJOURNMENT**

Chair Alexander adjourned the meeting at 4:15 pm.

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Lisa Alexander, Chair

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Tara Hargrave, Clerk of the Board