



WASHINGTON STATE TRANSIT INSURANCE POOL | RISK MANAGEMENT IN MOTION
 PO Box 11219 | Olympia, WA 98508 | 360-786-1620 | www.wstip.org

Minutes of the
 Special Executive Committee Meeting
 September 11, 2025
 Radisson Seattle Airport Hotel

| Executive Committee Members Present | |
|--|---|
| Joe Macdonald, President, Skagit Transit Scott Deutsch, Vice-President, C-Tran Miranda Nash, Secretary; Jefferson Transit Cyndie Eddy, Treasurer, Community Transit | Cherie Huxtable, Medium Member Rep, Clallam Transit Brandy Pesta, Small Member Rep, Grant Transit Authority Shawn Larson, At-Large Member Rep, Link Transit Shonda Shipman, Past President, Whatcom Transportation Authority |
| Staff Present | Executive Session Guests Present (Candidates) |
| Anna Broadhead, Board Relations Tracey Christianson, Executive Director Richard Hughes, General Counsel | Matthew Branson Joanne Kerrigan Paul Shinnors Harlan Stientjes |
| Guest Present | |
| Steve Worthington, Prothman (Consultant) | |

Call to Order

President Macdonald called the meeting to order at 9:00 am welcoming everyone to the meeting noting Worthington from Prothman was in attendance. A sign in sheet was passed around the room. Macdonald asked if there were any changes to the agenda, hearing no changes, he asked for a motion to accept the agenda. **Deutsch moved to approve the agenda. Pesta seconded the motion, and the motion passed unanimously.**

Public Comment on Consent Agenda, Discussion, Potential Action Items

Macdonald asked for public comment. No public comments were received.

Discussion / Potential Action Items

Interview Question Prep EC

Worthington explained the process, reviewed questions that could and could not be asked during the interviews of the candidates, the EC reviewed the questions that were prepared by the Executive Director Search Advisory Committee (EDSAC) and decided who would ask which question.

Executive Session

At 9:44 am, President Macdonald announced the EC would enter into a 2 hour 23-minute Executive Session; pursuant to RCW 42.30.110 (1) (g) to discuss qualifications of an applicant for public employment. The Executive Committee came out of Executive Session at 12:07 pm.

The EC took a break for lunch from 12:07 pm to 12:50 pm.

At 12:50 pm, President Macdonald announced the EC would enter into a 2 hour 40-minute Executive Session; pursuant to RCW 42.30.110 (1) (g) to discuss qualifications of an applicant for public employment. Broadhead and Christianson left the room at 2:50 pm. The Executive Committee came out of Executive Session at 3:30 pm. President Macdonald announced they would go back into Executive Session for an additional 30 minutes. At 4:00 pm the Executive Committee came out of Executive Session.

In open session Macdonald asked for a motion. ***Pesta moved to select Matthew Branson as our final candidate for Executive Director and direct Prothman to run the necessary background checks, the Executive Director to conduct a credit check, and the President and General Counsel to negotiate a contract for presentation to the Board of Directors. Nash seconded the motion, and the motion passed unanimously.***

Recap and Adjournment

Christianson congratulated the EC on reaching a decision. Macdonald thanked Deutsch for chairing the EDSAC, Larson for filling in the interim role of chair, and Worthington from Prothman.

Macdonald adjourned the meeting at 4:04 pm.

Submitted this 25 day of September 2025.

Approved: Signed by:
Miranda Nash
CD293BE6B04F44E...

Miranda Nash, Secretary