



Puget Sound Regional Council

MINUTES

OPERATIONS COMMITTEE MEETING

THURSDAY, JULY 22, 2021

PUGET SOUND REGIONAL COUNCIL, VIRTUAL MEETING

9:00 a.m.

1. Call to Order and Roll Call

Mayor Becky Erickson called the meeting of the Operations Committee to order at 9:00 a.m. Chair Erickson shared that in accordance with the Governor's Proclamations, today's Operations Committee meeting would be held entirely remotely.

Members and *Alternates* present for all or part of the virtual meeting included:
See attached attendance roster.

Guests and staff present for all or part of the virtual meeting were:

Laura Benjamin, PSRC
 Josh Brown, PSRC
 Nancy Buonanno Grennan, PSRC
 Carmela Ennis, King County
 Paul Inghram, PSRC
 Parastoo Jabbari, PSRC
 Piset Khuon, PSRC
 Diana Lauderbach, PSRC
 Thu Le, PSRC
 Lili Mayer, PSRC
 Casey Moreau, PSRC
 Miles Stepleton, PSRC
 Melissa Taylor, PSRC
 Andrew Werfelmann, PSRC

A quorum was established by roll call.

2. Communications and Public Comment

No public comment was received.

3. Consent Agenda

- a. Approve Minutes of Meeting held June 24, 2021
- b. Approve Vouchers Dated June 15, 2021 through July 6, 2021 in the Amount of \$646,979.90

Consent Agenda–Action: It was moved and seconded (Pugh/Tolbert) to approve the minutes of the Operations Committee meeting June 24, 2021, and the vouchers dated June 15, 2021 through July 6, 2021 in the Amount of \$646,979.90. The motion was unanimous.

4a. Action Item – FY22 Indirect Cost Rate Approval

Andrew Werfelmann, PSRC, shared that per our agreement with the Washington State Department of Transportation (WSDOT), PSRC is required to have a board-approved indirect cost rate every year. The rates in the proposal were calculated using a method approved by the Federal Transit Administration (FTA). The proposed indirect cost rate for Fiscal Year 2022 is 58.14% for benefits and 53.02% for overhead. These rates should cover PSRC’s benefit and indirect costs included in our fiscal year 2022-2023 Biennial Budget and Work Program.

ACTION: It was moved and seconded (Pugh/Roberts) to recommend that the Executive Board approve PSRC’s Fiscal Year 2022 indirect cost rate proposal with a benefit rate of 58.14% and indirect rate of 53.02%. The motion was unanimous.

4b. Action Item – Contract Authority for Housing Analysis

Paul Inghram, PSRC, shared that VISION 2050 put a priority on addressing housing needs and affordability across the region. Staff have partnered with member jurisdictions to put together a regional housing needs analysis and develop a regional housing strategy. With authority from the Executive Board, PSRC will hire a consultant to assist with technical aspects to complete the regional housing strategy and support member jurisdictions with information on housing types and costs.

Members discussed how the work was related to local housing action plans. Mr. Inghram clarified that it was not a regulatory tool but intended to support member jurisdictions’ housing action plans.

ACTION: It was moved and seconded (Tolbert/Pugh) to recommend the Executive Board authorize the Executive Director to enter a consultant contract for technical financial analysis and graphics support related to the Regional Housing Strategy. The total budget for this consultant work is not to exceed \$72,000.

5a. Information Item – New Employee Status Report

Thu Le, PSRC, introduced three new employees: Emily Aoki Yamashita, Regional Planning Department; Parastoo Jabbari, Data; Miles Stepleton, Transportation Planning.

Mayor Erickson acknowledged departing PSRC staff member, Diana Lauderbach. Mayor Erickson thanked Ms. Lauderbach for her contributions to the agency and over

20 years of service. The committee congratulated Ms. Lauderbach on her retirement and thanked her for her exceptional work.

5b. Information Item – Monthly Budget Progress Report

5c. Information Item – Contract Status Report

5d. Information Item – Completed Contracts

5e. Information Item – Grant Status Report

Information items were included in the packet. Committee members can reach out to staff for questions.

The meeting adjourned at 9:22 a.m.

Attachments:

Operations Cmte July 22, 2021 Attendance Roster

PSRC Operations Committee July 22, 2021

Jurisdiction		Member	Attend
King County	2	CM Claudia Balducci	
		CM Kathy Lambert	
City of Seattle	1	CM Andrew Lewis	1
King County Cities/Towns	1	CM Chris Roberts, Shoreline	1
		MYR Dana Ralph, Kent Alt.	
Kitsap County & Cities/Towns	1	MYR Becky Erickson, Poulsbo, Chair	1
		CM Rob Gelder, Kitsap County Alt.	
Pierce County	1	CM Derek Young	
		CM Dave Morell Alt.	
Pierce County Cities/Towns	1	MYR Bill Pugh, Sumner	1
		CM Paul Bocchi, Lakewood Alt	
Snohomish County	1	CM Sam Low	1
		CM Stephanie Wright Alt.	
Snohomish County Cities/Towns	1	MYR Barb Tolbert, Arlington	1
		CM Bryan Wahl, Mountlake Terrace Alt	
Statutory Members: Ports, WSDOT, WA Trans. Commission	1	COM Hester Serebrin, WSTC	1
		COM Glen Bachman, Port of Everett Alt.	
Members	10	Present	7
		Quorum (5)	7

Attachment: Operations Cmte July 22, 2021 Attendance Roster (3194 : Operations Minutes July 22)