



Puget Sound Regional Council

MINUTES

OPERATIONS COMMITTEE MEETING

THURSDAY, SEPTEMBER 23, 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.

See attached attendance roster for members and alternates present for all or part of the virtual meeting.

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

Kelsey Beck, City of Seattle

Josh Brown, PSRC

Nancy Buonanno Grennan, PSRC

Michele Leslie, PSRC

Lili Mayer, PSRC

Maggie Moore, PSRC

Casey Moreau, 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 July 22, 2021

b. Approve Vouchers Dated June 30, 2021 through September 7, 2021 in the Amount of \$1,930,259.89

Consent Agenda–Action: It was moved and seconded (Low/Pugh) to approve the minutes of the Operations Committee meeting July 22, 2021, and the vouchers dated June 30, 2021 through September 7, 2021 in the Amount of \$1,930,259.89. The motion was unanimous.

4a. Action Item – Adopt 2021 Title VI Plan

Maggie Moore, PSRC, shared that she serves as PSRC's Title VI Co-Coordinator along with Nancy Buonanno Grennan, PSRC's Deputy Executive Director. The committee is being asked to recommend adoption of the 2021 Title VI Plan. As a recipient of federal funds, PSRC is required to have a Title VI Plan to ensure that the agency is not discriminating in program areas on the basis of race, color, or national origin. The plan is adopted every three years and submitted to PSRC's federal partners. Ms. Moore shared how the plan is comprehensive across the agency, covering five program areas. In addition to the Title VI plan, PSRC maintains a robust equity work program to support the Regional Equity Strategy and Racial Equity Action Plan.

ACTION: It was moved and seconded (Roberts/Pugh) to recommend the Executive Board adopt the 2021 Title VI Plan.

4b. Action Item – Authority for Recognizing Juneteenth as an Official Holiday

Nancy Buonanno Grennan, PSRC, shared that the agency has generally recognized Washington state holidays as part of its total compensation package and align staff availability with those of member jurisdictions. Adding an additional holiday is a major change to PSRC's leave benefits; therefore, staff seek board approval to recognize Juneteenth as a PSRC holiday.

Ms. Buonanno Grennan shared that recognizing Juneteenth is an important way for PSRC to honor and celebrate the accomplishments and contributions of African Americans. She provided a brief history of Juneteenth, noting that it was recognized as a federal holiday in 2021 and will be recognized as a Washington state holiday in 2022. She also noted that many PSRC member jurisdictions, including Pierce and King counties, have elected to recognize the holiday. Ms. Buonanno Grennan noted that the addition of the holiday is estimated to have less than a 1% impact on our benefit rate.

The committee discussed changing the name of the Day After Thanksgiving Day to Native American Heritage Day and also allowing employees the option to observe their own significant holidays to accommodate those from other countries and faiths.

ACTION: It was moved and seconded (Roberts/Bachman) to recommend the Executive Board authorize the Executive Director to amend PSRC's Employee Handbook, Section V, Holidays, to add Juneteenth, June 19, as a recognized official PSRC holiday, effective in 2022 and change the name of the Day After Thanksgiving Day to Native American Heritage Day.

5a. Information Item – Annual Weighted Votes Revision

Nancy Buonanno Grennan, PSRC, shared that the weighted votes for the General Assembly and the Executive Board are updated annually based on population estimates from the Washington State Office of Financial Management (OFM). This year's update reflects a very minor adjustment due to an increase in population in the region.

5b. Information Item – Review Process for Draft Supplemental Biennial Budget and Work Program FY2022-FY2023

Andrew Werfelmann, PSRC, shared the schedule for the development of the FY2022-FY2023 Biennial Budget and Work Program. The committee will review updated revenues and expenditures at its October meeting in preparation for review of the full draft Supplemental Biennial Budget in December. The draft budget is then shared with PSRC policy boards for review January – February 2022. At its March meeting, the Executive Board is tentatively scheduled to propose action on the draft supplemental budget for General Assembly approval in May 2022.

Mr. Werfelmann informed the committee that it will receive a status update on PSRC's contingency fund at its October meeting. The committee discussed the federal government's potential shutdown. Federal government shutdowns do not typically disrupt PSRC; however, extended shutdowns impact partner agencies that process PSRC reimbursement. Next month Mr. Werfelmann will go over details of the contingency fund and how it would provide support in those circumstances.

5c. Information Item – Monthly Budget Progress Report**5d. Information Item – Contract Status Report****5e. Information Item – Completed Contracts****5f. Information Item – Grant Status Report**

The committee reviewed remaining monthly reports.

Councilmember Lambert noted a minor correction to the July 22 minutes on item 4a.

The committee discussed hybrid meetings. Nancy Buonanno Grennan gave the committee an update regarding board room equipment and webstreaming capabilities. Due to the current COVID-19 situation, board meetings will continue to be virtual through 2021.

The meeting adjourned at 9:29 a.m.

Attachments:

Operations Cmte September 23, 2021 Attendance Roster

PSRC Operations Committee September 23, 2021

| Jurisdiction | | Member | Attend |
|---|----|--|--------|
| King County | 2 | CM Claudia Balducci | |
| | | CM Kathy Lambert | 1 |
| City of Seattle | 1 | CM Andrew Lewis | 1 |
| King County Cities/Towns | 1 | CM Chris Roberts, Shoreline | 1 |
| | | MYR Dana Ralph, Kent Alt. | 1 |
| 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. | 1 |
| Members | 10 | Present | 10 |
| | | Quorum (5) | 8 |

Attachment: Operations Cmte September 23, 2021 Attendance Roster (3226 : Operations Minutes Sep 23, 2021)