

Puget Sound Regional Council
Operations Committee Rules

1. COMMITTEE PURPOSE

This committee discusses and makes recommendations to the Executive Board on matters which relate to Council management, finance and administration. The committee reviews internal operations of the Puget Sound Regional Council, including personnel and contract management, contract approvals, and business policies, as well as other issues assigned by the Executive Board. In addition, committee members review and make recommendations on the proposed annual work program budget and the annual membership dues level and methodology.

2. COMMITTEE MAKE UP

	<u>Members</u>
King County	2
City of Seattle	1
King County Other Cities & Towns	1
Kitsap County/Cities	1
Pierce County	1
Pierce County Other Cities & Towns	1
Snohomish County	1
Snohomish County Other Cities & Towns	1
Statutory Members	1
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The counties, Seattle, and the cities within each county select their Operations Committee representatives and alternates from their Executive Board members. Kitsap County and Other Cities and Towns in Kitsap County coordinate to determine committee appointments from Executive Board representatives. . The statutory members select a representative and alternate from their Executive Board members.

3. QUORUM REQUIREMENTS

Five members and/or alternates.

4. CHAIR AND VICE CHAIR

The PSRC Vice President will chair the Operations Committee and automatically serve as a city or county representative from his or her respective county per initial founding documents: PSRC Executive Board October 24, 1991.

Per Article IV of the Bylaws of PSRC, the Vice President shall serve as Chair of the Operations Committee. A Vice Chair is appointed as needed by the Chair.

5. VOUCHER COMMITTEE

One of the functions of the Operations Committee is to review all vouchers, as required by state law and PSRC's purchasing procedures. Two local elected officials' signatures are required on the vouchers. In order to meet this requirement, two representatives of the Operations Committee review and sign off on the vouchers.

Updated May 5, 2026
Updated June 25, 2019
Updated December 18, 2018
Updated January 10, 2018
Updated February 26, 2016
Updated October 8, 2015
Updated April 29, 2015
Updated March 24, 2014