Members and Alternates Represented at the Table:

Melissa Cauley - Community Transit & Chair; Peter Heffernan - King County & Vice-Chair; Melinda Adams - Everett Transit; Dawn Erickson - Everett Transit; Matthew Graves - Pierce County; Dave Morrison - King County; Krishan Aggerwal - WSDOT – Ferries; John Bernhard - WSDOT – Ferries; Monica Overby - Sound Transit; Sara Walton - City of Seattle; Katherine Rassmussen - Community Transit

Via Phone:

Barb Hunter - Pierce Transit; Jeff Davidson - Kitsap Transit; Lisa Wolterink - Sound Transit; Leslie Rifkin - WSDOT – Ferries; Gabrielle Sivage - City of Seattle

Other Guests (for all or part of the meeting):

Eric Irelan - King County; Mitzie McMahon – Sound Transit (via phone)

PSRC Staff: Sarah Gutschow, Kelly McGourty, Monica Adkins

Welcome, Introductions, Public Comment

Public comment was provided by Alex Tsimmerman.

Approval of Meeting Summary

The summary for the December 12, 2017 meeting was approved.

Discussion: Upcoming Caucus Officer Elections

Sarah Gutschow, PSRC, discussed elections procedures and opened nominations for the Caucus Chair and Vice-Chair positions. Elections will be held at the next Caucus meeting on February 13th.

For more information, contact Sarah Gutschow at (206) 587-4822

Discussion: Operating Procedures and Technical Addendum Update

Sarah provided an overview of the current Caucus Operating Procedures and Technical Addendum, both last updated in 2013. The Caucus provided feedback for the final version of the Operating Procedures, which will be presented for approval at the February Caucus meeting. As the Technical Addendum contained outdated and redundant information, Kelly McGourty, PSRC, proposed replacing it with an expanded FTA-funding section in the 2018 Policy Framework, or adding an FTA-funding addendum to the Framework if necessary. The Caucus agreed with this proposal for the Technical Addendum.

For more information, contact Sarah Gutschow at (206) 587-4822

Discussion: 2018 Project Selection Update

Kelly provided an update on the final 2018 Project Selection Task Force recommendations, including proposed updates to the FTA Regional Competition funding criteria. The Caucus provided feedback on the updated Project Readiness criteria and asked for further clarification on whether different phases of the same project could be submitted to both the FHWA and FTA funding competitions. Kelly said that this feedback would be incorporated into the final draft criteria following further deliberation. She then proposed that external transit agencies in the PSRC region would be able to program their FY2021 and FY2022 projects as part of the 2018 project selection process. The Caucus agreed with this proposal.
Kelly reviewed the draft 2018 project selection calendar, including the options to either recommend FTA Regional Competition projects in May or June 2018. The Caucus generally agreed that they preferred the option of recommending regional projects in June.

*For more information, contact Kelly McGourty at (206) 971-3601*

**Other Business**

Sarah provided a brief overview of the information available on the PSRC’s Transit Agencies Triennial Review Information webpage.

Melissa Cauley, Community Transit, asked the Caucus if any transit agencies had been successful in moving forward with executing their FTA Capital Investment Grants (CIGs). No agencies had been able to move their CIGs forward.

*For more information, contact Sarah Gutschow at (206) 587-4822*

**Next Meeting** – February 13, 2018, 10:30 a.m. - 12:00 p.m., PSRC Conference Room