MINUTES
OPERATIONS COMMITTEE MEETING
THURSDAY, APRIL 26, 2018
PUGET SOUND REGIONAL COUNCIL, CENTRAL MEETING ROOM
9:30 am

1. Call to Order and Roll Call
Executive Bruce Dammeier, Chair, called the meeting of the Operations Committee to order at 9:32 am.

Members and Alternates present for all or part of the meeting included:
Councilmember Claudia Balducci, King County
Executive Bruce Dammeier, Pierce County
Mayor Becky Erickson, Poulsbo, Kitsap County and Other Cities & Towns
Councilmember Kathy Lambert, King County
Mayor Ron Lucas, Town of Steilacoom, Pierce County Other Cities & Towns
Councilmember Chris Roberts, Shoreline, King County Other Cities & Towns
Councilmember Rick Talbert, Pierce County
Councilmember Mike Todd, Snohomish County Other Cities & Towns – via phone
Councilmember Stephanie Wright, Snohomish County – via phone

Guests and staff present for all or part of the meeting were:
Josh Brown, PSRC
Mark Gulbranson, PSRC
Ben Kahn, PSRC
Diana Lauderbach, PSRC
Thu Le, PSRC
Paul W. Locke
Casey Moreau, PSRC
Patty Mosure, PSRC
Alex Tsimerman, Stand Up America

2. Communications and Public Comments
Paul Locke and Alex Tsimerman provided public comment.

3. Consent Agenda
a. Approve Minutes of Meeting held March 22, 2018
b. Approval of Vouchers dated March 6 through March 30, 2018 in the Amount of $887,451.67

Consent Agenda–Action: It was moved and seconded (Erickson/Roberts) to approve the minutes of the Operations Committee meeting March 22, 2018 with a correction to page three, first paragraph, second sentence to read “PSRC then incurred an overage, paying
for a higher level of survey responses, to ensure sufficient responses from rural areas.” and approve the vouchers dated March 6 through March 30, 2018 in the amount of $887,451.67. The motion was unanimous.

4a. Action Item—Contract Authority for Accounting Support
In June 2017, the Operations Committee approved contract authority for accounting consultant services. Subsequently, PSRC’s Accounting Manager left. The work of that position was distributed among staff. PSRC has also been utilizing our accounting consultant to assist with the work of the vacant position. The position will not be filled and additional budget is required to cover support work related to an Indirect Cost Plan Audit as well as implementing additional Government Accounting Standards Board (GASB) statements.

Funding for this work is included in the amended budget. The additional budget for financial services will not change the current overall administrative consultant budget due to salary and other administrative contract savings.

Action: It was moved and seconded (Lambert/Todd) to authorize the Executive Director to increase contract authority for accounting and financial consulting services by $100,000, for a new total amount not to exceed $140,000 for the remainder of the FY 2018-2019 biennium. The motion was unanimous.

5a. Information Item—Monthly Budget Progress Report
5b. Information Item—Contract Status Report
5c. Information Item—Completed Contracts
5d. Information Item—Grant Status Report
Ms. Lauderbach reviewed the standard reports with the committee.

5e. Information Item—New Employee Status Report
Thu Le introduced a new employee, Benjamin Kahn, in the Regional Planning department.

It was announced that the PSRC General Assembly will meet Thursday, May 31, 2018.

Mr. Josh Brown informed the committee that PSRC released an RFQ for a Regional Aviation Study in March and is now in the process of selecting consulting firms to assist with the study. PSRC continued to work with the Federal Aviation Administration to secure funding for this effort and anticipate coming back to the Operations Committee in the summer for action.

The meeting adjourned at 9:59 am. The next Operations Committee meeting will be June 28, 2018 at 9:30 am, Central Meeting Room, 1011 Western Ave. Suite 500, Seattle.