MINUTES
OPERATIONS COMMITTEE MEETING
THURSDAY, JANUARY 24, 2019
PUGET SOUND REGIONAL COUNCIL, CENTRAL MEETING ROOM
9:30 a.m.

1. Call to Order and Roll Call
Executive Bruce Dammeier called the meeting of the Operations Committee to order at
9:30 a.m.

Members and Alternates present for all or part of the meeting included:
Executive Bruce Dammeier, Pierce County, Chair
Mayor Becky Erickson, Poulsbo, Kitsap County and Other Cities & Towns
Councilmember Lorena González, Seattle – via phone
Councilmember Chris Roberts, King County Other Cities & Towns
Councilmember Mike Todd, Snohomish County Other Cities & Towns
Councilmember Stephanie Wright, Snohomish County – via phone
Councilmember Derek Young, Pierce County – via phone

Guests and staff present for all or part of the meeting were:
Mark Gulbranson, PSRC
Catherine Kato, PSRC
Diana Lauderbach, PSRC
Thu Le, PSRC
Lili Mayer, PSRC
Casey Moreau, PSRC
Patty Mosure, PSRC
Alex Tsimerman, SUP
Andrew Werfelmann, PSRC

2. Communications and Public Comment
Alex Tsimerman provided public comment.

3. Consent Agenda
a. Approve Minutes of Meeting held October 25, 2018
b. Approve Minutes of Meeting held December 6, 2018
c. Approval of Vouchers dated November 26, 2018 through December 31, 2018 in the
   Amount of $1,189,552.62
Consent Agenda—Action: It was moved and seconded (Roberts/Todd) to approve the minutes of the Operations Committee meetings October 25, 2018 and December 6, 2018 and approve the vouchers dated November 26, 2018 through December 31, 2018 in the amount of $1,189,552.62.

4a. Action Item—PSRC Executive Board Representatives
Mark Gulbranson, PSRC, shared that at the December Operations Committee meeting, members decided to keep Executive Board representation at 33 members. It was agreed that the committee would review the issue again in the fall of 2019, as originally scheduled. New population figures would be finalized and ready for review by that time. This action deals only with Executive Board representatives and does not change the weighted votes.

Action: It was moved and seconded (Todd/Erickson) to Recommend the Executive Board keeps the PSRC Executive Board representatives at 33 members as shown on Attachment A and instructs the Operations Committee to review the city and county board representatives again in the fall of 2019.

4b. Action Item—Adopt 2019 Title VI Plan
Michele Leslie, PSRC, shared that as a recipient of federal funds, PSRC is required to have a Title VI plan. The plan ensures that we are not discriminating in any of our program areas. The main changes to the plan were updates to the organization chart, demographic profile and the Public Participation Plan. PSRC has added three languages to translate our vital documents: French, German and Arabic. The Title VI plan is also in an accessible format.

The plan is submitted to the Federal Transit Administration (FTA) for approval. The document is reviewed by the FTA at PSRC’s Triennial Review.

Councilmember Lorena González asked how the equity principles and values of PSRC’s Title VI plan play into other aspect of the work at PSRC. Ms. Leslie shared that what is in the plan is dictated by the federal government, while PSRC is going above and beyond what is required. Mr. Gulbranson clarified that a lot of PSRC’s work with equity would be in PSRC’s plan adoption activities, such as the Regional Economic Strategy, Regional Transportation Plan and VISION 2050. PSRC staff will reach out to Councilmember González to schedule a briefing regarding PSRC’s work on equity.

Action: It was moved and seconded (Erickson/Todd) to Recommend the Executive Board adopt the 2019 Title VI Plan.

4c. Action Item—PSRC FY 2019 Indirect Cost Rate Proposal
Diana Lauderbach, PSRC, shared that PSRC has changed the methodology used to calculate the Indirect Cost Allocation Plan (ICAP). Ms. Lauderbach explained that the new methodology is a fixed rate with carry forward. The FTA has approved the ICAP. Our agreement with the Washington State Department of Transportation now requires that the new rate proposal be approved by the Executive Board.
Beginning with the FY2020-2021 Biennial Budget and Work Program, PSRC will include its Indirect Cost Rate Proposal within the budget that is approved by the General Assembly annually.

Mayor Erickson asked if the change in new regulations might impact the indirect cost plans of local jurisdictions that receive PSRC funding. Staff responded that they would investigate the issue and report back to Mayor Erickson.

Action: It was moved and seconded (Erickson/Roberts) to Recommend the Executive Board approve PSRC’s Fiscal Year 2019 indirect cost rate proposal with a benefit rate of 62.31% and indirect rate of 49.94%.

5a. Discussion Item–Update to PSRC’s Purchasing Policies
In the interest of time, item 5a. was skipped.

5b. Information Item–Monthly Budget Progress Report
5c. Information Item–Contract Status Report
5d. Information Item–Completed Contracts
5e. Information Item–Grant Status Report
Monthly standard reports were included in the packet. Committee members can see staff with questions.

5f. New Employee Status Report
Thu Le introduced one new employee, Catherine Kato, in the Transportation Planning Department.

5g. 2019 Executive Board and Operations Committee Meeting Schedule
The 2019 meeting schedule was included in the packet.

The meeting adjourned at 9:58 a.m. The next Operations Committee meeting will be February 28, 2019 at 9:30 a.m., Central Meeting Room, 1011 Western Ave. Suite 500, Seattle.