

**Joint Board Meeting
June 14, 2021**

Operations Action: Authorize ROOT to Hire Staff in Advance of SLA Execution

Purpose: To authorize the Regional ORCA Operations Team (ROOT) to hire budgeted staff prior to execution of the ROOT-Agency Service Level Agreement, now referred to as the ROOT Operations Master Service Agreement.

Background: The ORCA Director and ROOT management have identified two positions to be hired in late Q2 2021. This is in alignment with the 2021 ORCA Regional Operating Budget, as approved by the Joint Board on June 8, 2020.

On June 8, 2020, the Joint Board approved the ROOT Implementation Organization which included the following acknowledgement: *Prior to hiring ROOT staff in 2021, the Joint Board must approve the ROOT-Agency Service Level Agreement (SLA). The Joint Board may, by exception and at their discretion, allow hiring for approved positions to commence in 2021 prior to SLA approval.*

A draft of the ROOT Operations Master Service Agreement, circulated to the region in May 2021, is currently under review. The goal for execution of this agreement is Q3 2021.

This hiring exception is being requested for the following ROOT System Operations positions:

1. Business Systems Analyst (budgeted for June 1, 2021)
2. Senior Systems Administrator (budgeted for June 1, 2021)

The proposed updates to the ROOT organization chart are included on page two of this action.

Recommendation: The ORCA Business Managers support this authorization to hire ROOT staff.

Regional ORCA Operations Team (ROOT) Staff

