



Summary Minutes

Board Meeting
July 23, 2020

Call to order

The meeting was called to order at 1:32 p.m. by Board Chair Kent Keel in a Virtual Meeting via telephone and video conference.

Roll call of members

| Chair | Vice Chairs |
|---|---|
| (P) Kent Keel, City of University Place Councilmember | (P) Dow Constantine, King County Executive (P) Paul Roberts, Everett Councilmember |

| Board members | |
|--|---|
| (P) Nancy Backus, City of Auburn Mayor | (P) Ed Prince, City of Renton Councilmember |
| (P) David Baker, City of Kenmore Mayor | (P) Kim Roscoe, City of Fife Mayor |
| (P) Claudia Balducci, King County Council Chair | (P) Nicola Smith, Lynnwood Mayor |
| (A) Bruce Dammeier, Pierce County Executive | (P) Dave Somers, Snohomish County Executive |
| (A) Jenny Durkan, Seattle Mayor | (P) Dave Upthegrove, King County Councilmember |
| (A) Debora Juarez, Seattle Councilmember | (P) Peter von Reichbauer, King County Councilmember |
| (P) Joe McDermott, King County Council Vice Chair | (P) Victoria Woodards, City of Tacoma Mayor |
| (A) Roger Millar, Washington State Secretary of Transportation | |

Katie Flores, Board Administrator, announced that a quorum of the Board was present at roll call.

Report of the Chair

Virtual Meeting

Chair Keel requested a roll call vote for each action and asked staff to confirm each vote so that Board members know their vote was heard.

CEO Report

CEO Rogoff provided the report.

Construction Milestones - Contractors will finish removing the 'demising wall' that separates UW Station from the Northgate Link Extension. In addition, Sound Transit will transport one Light Rail Vehicle by truck from the operating base in Seattle to the OMF East construction site in Bellevue. The LRV will support dynamic testing of the yard systems and interfaces for vehicle maintenance inside the buildings. Testing is expected to continue for at least six weeks. The OMF East facility will ultimately support service on Lynnwood Link, East Link, Downtown Redmond Link Extension and Federal Way Link Extension, and is designed for a growing Sound Transit workforce of over 250 people.

Federal Way virtual groundbreaking - Federal Way Link Extension held a virtual groundbreaking this month. Sound Transit's Communications and Government and Community Relations teams put together a great video to mark the occasion. More than a dozen leaders lent their time, including several Sound

Transit Board members, South King County community leaders, business owners, and city, state, and federal officials, such as Governor Inslee and both our U.S. Senators.

Annual Report - The agency released the 2019 Annual Report on the Sound Transit website. This annual report to shareholders about Sound Transit's finances, including an independent auditor's report from Moss Adams, LLP, reflects an agency in good financial health. CEO Rogoff mentioned that the current crisis reflects on the importance of the system expansion work as a route to the region's economic recovery.

KCM General Manager Rob Gannon Resignation - Rob Gannon, King County Metro General Manager, announced he's leaving at the end of the month. Mr. Rogoff remarked on Mr. Gannon's achievements including APTA recognizing KCM as the Best Large Transit Agency in North America in 2018, and his role in this region's response to the COVID-19 pandemic, prioritizing both safety and equity. He thanked Mr. Gannon for his leadership and insights over the last four years. Deputy General Manager, Terry White, has agreed to be the interim General Manager, and Chief of Staff, Michelle Allison, has agreed to be interim Deputy General Manager. Sound Transit is looking forward to continuing our successful partnership.

Emmett Heath Retirement from Community Transit - Emmett Heath, CEO of Snohomish County's Community Transit, announced earlier this month that he's retiring after 40 years in public service, including six years as CEO of our transit partners at Community Transit. Community Transit's role providing ST Express bus service between King and Snohomish County helped make our network a truly regional one. Under Mr. Heath's leadership, Community Transit has also been a creative and nimble partner on future planning to make our two systems function as one convenient, reliable, and efficient network when Sound Transit expansion comes on line in Snohomish County with our Lynnwood Link Extension. Most recently, Mr. Heath has helped lead the region's transit response to COVID-19, prioritizing safety and service.

Federal Update – Mr. Rogoff updated the Board that as negotiations are happening in Washington, DC on the size and scope of the next COVID relief package. The House of Representatives passed a \$3 billion relief package. Senate Republicans and the Administration have signaled that they believe \$1 trillion package is adequate.

In support of additional funding specifically for transit, Mr. Rogoff took part in a virtual rally with other national transit leaders who are calling on the Senate to follow the lead of the House by approving a significant relief package. The financial aid to our industry will replenish transit funding and enable transit agencies to play a critical role in economic recovery with ongoing work. The rally added to other ongoing efforts, including a letter Sound Transit jointly sent to Senate leaders, APTA's call for funding, and of course the letter you on the Board sent to our congressional delegation.

CEO Rogoff talked directly with Senator Murray to underscore the need for additional transit funding in this next package. With Sound Transit's significant capital program, the agency is in a unique position to help with recovery efforts in this region, as the agency did in the aftermath of the last recession.

Impossible Engineering show featuring Sound Transit - The Discovery Science Channel's worldwide show Impossible Engineering aired an episode featuring Sound Transit's fires-ever achievement to build light rail across a floating bridge. A British film crew spent several days last summer filming contractors at work, and interviewing Sound Transit and WSDOT staff about the technical achievements that will make it possible for light rail to operate on the floating bridge: the track bridges; post-tensioning; corrosion protection; and innovative track attachments. The show will be available for free viewing online and/or via the Science Channel app.

JLARC Sound Transit Audit Review - Deputy CEO Kimberly Farley and DECM Executive Director Ron Lewis represented Sound Transit in front of the state legislature's Joint Legislative Audit Review

Committee, presenting the agency's response to the Washington State Auditor's June 18th Sound Transit performance audit. He noted that Sound Transit agrees with the State Auditor's recommendations to improve the agency's design review process and make sure our "Lessons Learned," program better informs our planning process. Ms. Farley and Mr. Lewis assured them we already had initiatives in play addressing both recommendations. In response to the audit's focus on change orders, they stressed that our \$2.3 billion in total construction project change orders amount to 8 percent of contract values, well within industry standards.

External Engagement - The June external engagement report that summarizes the work taking place with jurisdictions and stakeholders across the region has been distributed to Board members.

Letter to Councilmember about youth activity center – The agency recently heard a great deal of interest and support for a proposal to create a Youth Achievement Center on Sound Transit surplus property in the Rainier Valley along Martin Luther King Jr. Way and South Angeline Street. The property in question is a subset of a group of properties that have been part of a two-year effort to create affordable homeownership opportunities in the Rainier Valley in partnership with the City of Seattle's Office of Housing. While the Youth Achievement Center proposal came up late in this process, its goals and vision align with the agencies in addressing displacement, creating affordable housing and equitable outcomes on publically owned property. CEO Rogoff shared Sound Transit's support for the work of the coalition in advancing the Youth Achievement Center (YAC) with Councilmember Girmay Zahilay and its pledge to work with the coalition to seek a workable solution for the project on our properties in Columbia City. He noted that Sound Transit will have process questions to work through that will take time, especially as they relate to the Federal Transit Administration's partial ownership of the property.

Chair Keel thanked Mr. Rogoff and the agency for responding so quickly to the community interest in creating a Youth Achievement Center on Sound Transit surplus property in Southeast Seattle. He thanked staff for immediately integrating the YAC coalition into the agency's existing two-year effort to create affordable housing on this land, and supported advancing those efforts.

Public Comment

Chair Keel announced that due to the Governor's order and Motion No. M2020-23 approved in March, the Board would only be accepting public comment via email.

Board members received written comments submitted by 12:30pm on July 23, 2020 by the following people:

Joe A. Kunzler

Consent Agenda

Voucher Certification: June 2020

Corrected Minutes: April 23, 2020 Board of Directors Meeting-

Minutes: June 25, 2020 Board of Directors Meeting

Motion No. M2020-39: Authorizes the chief executive officer to execute a three and a half year labor agreement with the International Brotherhood of Electrical Workers Local 46 covering Senior Facilities Specialists, Facilities Specialists, and Electricians in the Operations Department beginning July 1, 2020 and expiring on December 31, 2023.

Motion No. M2020-40: Authorizes the chief executive officer to execute an amendment to extend the ST Express Service Operations and Maintenance Agreement with Community Transit for six months through June 30, 2021.

Motion No. M2020-41: Authorizes the chief executive officer to execute an amendment to extend the ST Express Service Operations and Maintenance Agreement with Pierce Transit for six months through June 30, 2021.

Motion No. M2020-44: Authorizing the chief executive officer to execute a Partnering Agreement with the Port of Seattle and Northwest Seaport Alliance for the West Seattle and Ballard Link Extensions project.

The Consent Agenda was moved by Boardmember Roberts and seconded by Boardmember von Reichbauer.

Ayes

Nancy Backus
David Baker
Claudia Balducci
Dow Constantine
Joe McDermott
Ed Prince
Paul Roberts

Nays

Kim Roscoe
Dave Somers
Nicola Smith
Dave Upthegrove
Pete von Reichbauer
Kent Keel

It was carried by unanimous vote of 13 Boardmembers that the Consent Agenda be approved as presented.

Business items

Resolution No. R2020-14: (1) Amends the adopted budget for the Link Radio Upgrade project by (a) increasing the adopted 2020 annual project budget by \$414,486 from \$800,000 to \$1,214,486 and (b) increasing the authorized project allocation by \$429,486 from \$1,933,000 to \$2,362,486, and (2) offsets the Link Radio Upgrade budget increases by (a) decreasing the adopted 2020 annual project budget for the Kinkisharyo LRV Systems Upgrade project by \$414,486 from \$750,000 to \$335,514 and (b) decreasing the authorized project allocation for the IT Transit Systems project by \$429,486 from \$5,904,818 to \$5,475,332.

Resolution No. R2020-14 was moved by Boardmember Roberts and seconded by Boardmember Smith.

Boardmember Roberts, Rider Experience and Operations Committee Chair spoke to this action noting that the Committee reviewed this action at its June meeting and forwarded it to the Board with a do pass recommendation.

Ted Ellis, Deputy Director-Operations Technology and Dave Shupe, Senior Project Manager, provided the staff report.

Amending the adopted budget requires a supermajority vote of the Board, which is 12 affirmative votes.

Ayes

Nancy Backus
David Baker
Claudia Balducci
Dow Constantine
Joe McDermott
Ed Prince
Paul Roberts

Nays

Kim Roscoe
Dave Somers
Nicola Smith
Dave Upthegrove
Pete von Reichbauer
Kent Keel

It was carried by unanimous vote of 13 Boardmembers that Resolution No. R2020-14 be approved as presented.

Motion No. M2020-42: Authorizing the chief executive officer to execute a contract modification with Mass Electric Construction Company to exercise an option provide heavy civil general contractor/construction manager services for the Lynnwood Link Extension systems construction in the amount of \$148,000,000 with a 7 percent contingency of \$10,360,000 totaling \$158,360,000, for a new total authorized contract amount not to exceed \$536,810,000.

Motion No. M2020-42 was moved by Boardmember Balducci and seconded by Boardmember Roscoe.

Boardmember Balducci, System Expansion Committee Chair spoke to this action noting that the Committee reviewed this action at its June meeting and forwarded it to the Board without a do pass recommendation.

Randy Harlow, Lynnwood Link Executive Project Director, Ben Neely, Principal Construction Manager and Leslie Jones, Chief Labor Relations Officer provided the presentation and responded to Boardmember questions for Motion No. M2020-42 and the following motion, Motion No. M2020-43.

Mass Electric Northwest Transit Systems Partners are both below their commitments for Small Business and Disadvantaged Business Enterprises (SBEs and DBEs). Ms. Jones also reviewed each contractor's current utilization women, people of color and apprentices in the workforce. Ms. Jones met with newly elected president of IBEW local 46 to discuss the shortage of women in the field and the shortfall within the Lynnwood Link Extension contract project labor agreement goal. IBEW and Mass Electric agreed to attain 5.5 percent by the end of 2020. Even though apprenticeship is below target at 15 percent steady increase over 2020 are promising and projections show Mass Electric reaching the 20 percent target by the end of the contract. NW Transit Systems Partners DBE Utilization is far below the target but they will hold weekly meetings and forecast to reach the 6 percent target by October 2021.

Boardmember Balducci stated that the System Expansion Committee forwarded motions without recommendation because it wanted to hear more about the workforce utilization deficiencies. She applauded staff's efforts and highlighted the desire for the agency's work to drive some larger regional workforce changes.

Boardmember Roberts asked what the agency is doing to work with organizations to increase women in the workforce. Ms. Jones responded by stating that the agency is supporting pre-apprentice programs, which have been driving increased participation. IBEW has also committed to increase the numbers of women and people of color.

Boardmember Roscoe thanked staff for communicating about workforce plans, and if it is not already on the list, it will be important to communicate with universities and schools.

Boardmember Smith mentioned that the Edmonds Technical College has been providing training opportunities and have been calling the effort, Partnering Lynnwood to help support work like this. She asked that Sound Transit work with them to provide this support. Rogoff acknowledged that the agency works with similar groups and partnerships, and committed to contacting the college.

Ayes

Nancy Backus
David Baker
Claudia Balducci
Dow Constantine
Joe McDermott
Ed Prince
Paul Roberts

Nays

Kim Roscoe
Dave Somers
Nicola Smith
Dave Uptegrove
Pete von Reichbauer
Victoria Woodards
Kent Keel

It was carried by unanimous vote of 14 Boardmembers that Motion No. M2020-42 be approved as presented.

Motion No M2020-43: Authorizing the chief executive officer to execute a contract modification with Northwest Transit Systems Partners Joint Venture, Mott MacDonald, LLC, and STV Incorporated, to exercise an option to provide systems construction management services for the Lynnwood Link Extension in the amount of \$18,462,307 with a 7 percent contingency of \$1,292,362 totaling \$19,754,669, for a new total authorized contract amount not to exceed \$63,861,124.

Boardmember Balducci, System Expansion Committee Chair spoke to this action noting that the Committee reviewed this action at its June meeting and forwarded it to the Board without a do pass recommendation.

Motion No. M2020-43 was moved by Boardmember Balducci and seconded by Boardmember - Backus.

Ayes

Nancy Backus
David Baker
Claudia Balducci
Dow Constantine
Joe McDermott
Ed Prince
Paul Roberts

Nays

Kim Roscoe
Dave Somers
Nicola Smith
Dave Upthegrove
Pete von Reichbauer
Victoria Woodards
Kent Keel

It was carried by unanimous vote of 14 Boardmembers that Motion No. M2020-43 be approved as presented.

Report to the Board

Passenger Confidence Plan

Russ Arnold, Chief Customer Experience Officer, and Tim Healy, Marketing Director, provided the report and responded to Boardmember questions. A research based approach was employed, taking advantage of partner agency rider surveys and conducting survey of its own. He reviewed best practices from other agencies and public health experts. Many transit agencies in the region have reduced service, eliminated fares and communicated to the public that riders should be taking essential trips only.

In preparation for the recovery of the region as people start returning to worksites, school and other daily routines, Sound Transit is developing a data-based service restoration and communications plan that encourages riders to use transit again and begin rebuilding the region's economy. Four ridership level scenarios were created to help guide the agency on how to respond to the growing demands, including: ability to maintain social distancing, increased demand, commute normalization and demand responsiveness.

Mr. Arnold reviewed the recommendations under development. The recommendations prioritized face coverings, increased cleaning, and airflow and filtration maximization, as well as communication with riders regarding ideal route choice and times to increase social distancing.

Tim Healy, Marketing Director, discussed coordination with regional and national organizations to coordinate effective marketing and messaging strategies. In addition, a rider confidence effort would begin, consist of 2 phases, an education phase and welcome back brand campaign. Initially, the audience would be current and former riders, who rely on transit. He reviewed ongoing advertising and in person marketing and outreach efforts.

Board member Roberts asked for more information on best practices from other agencies and the factors they are using to project future ridership.

Safety Performance Review

Moises Gutierrez, Acting Chief Executive Safety & Quality Officer, Robert Taaffe, Director of Construction & System Safety, Stephen Mischuk, Transit Safety System Manager, and Patrick Johnson, Audit Director, provided the report and responded to Boardmember questions.

Mr. Gutierrez reviewed Sound Transit's recent organizational restructure that changed the safety department. Robert Taaffe provided an overview of the Construction and System Safety Department responsibilities. He provided data on injury reporting rates across the active construction projects and the lost time rates across the same projects through December 31, 2019.

Mr. Mischuk outlined the responsibilities of the Employee and Transit safety division. He reviewed 2019 collisions across all modes between vehicles and pedestrians. He also reviewed 2019 employee health and safety statistics, noting that 2019 reports were lower than 2018 despite an increase of the number of employees and that all numbers were far below the national and state averages. Mr. Johnson provided a brief update on the completed safety audits.

Mr. Gutierrez outlined the agency's COVID-19 mitigation plan, which he advised would be carefully phased in coordination with the Governor's plans. The Point Defiance Bypass reactivation steps were reviewed. It was stressed that safety would drive the process. He also informed the Board of the broader safety function changes within the agency. Highlights included the department reorganization, a national search for a new Chief Safety Officer, approval of the FTA required Safety Management System, and refining of the safety function with an interdepartmental effort.

2019 Sustainability Progress Report

Amy Shatzkin, Deputy Director of Sustainability, provided the report and responded to Boardmember questions. Ms. Shatzkin reminded the Board that in accordance with Board requests, two annual presentations are given to the Board; one in winter outlining the strategic priorities and the second, an update. In 2019 the agency was able to realize a one percent reduction in energy use per passenger mile travelled. It also adopted an Equity and Inclusion policy, trained staff on equity topics, and implemented an equitable transit oriented development policy. She reviewed the estimated emissions reduced by riders taking transit. The 2019 Sustainability Progress Report was included in Board member packets.

Next meeting

The next regular Board meeting would be held on Thursday, August 27, 2020, 1:30 to 4:00 p.m. as a virtual meeting via WebEx.

Adjourn

The meeting adjourned at 3:36pm.

Kent Keel
Board Chair

ATTEST:

Kathryn Flores
Board Administrator

APPROVED on _____, TW.