

**Regional Transit Authority
Executive Committee Meeting Highlights
September 19, 1997**

Call to Order

1:50 by Board Chair Bob Drewel.

Attendance

(P) Bob Drewel, Chair	(A) Greg Nickels
(P) Paul Miller, Vice Chair	(P) Ron Sims
(P) Dave Earling	(A) Cynthia Sullivan
(P) Mary Gates	(A) Doug Sutherland
(A) Jane Hague	

Mr. McIver also attended the meeting.

Report of the Chair

Mr. Drewel reported that the agenda item relating to board member travel had been revised.

Motion No. 42 – Appointing Mr. Richard McIver to the RTA Executive Committee

Mr. Drewel pointed out that some policy issues get their first airing at the Executive Committee given the existing committee structure for the RTA Board. He indicated that each major geographic area should be represented in those discussions.

It was moved by Ms. Gates, seconded by Mr. Miller and carried by the unanimous vote of all members present that Motion No. 42, appointing Mr. Richard McIver to the RTA Executive Committee, be approved as presented.

Executive Director Report

Contact: Paul Price, Commuter Rail Director, at 689-4760

Executive Director White asked Mr. Paul Price to brief the committee on a future action item, an agreement with Burlington Northern Santa Fe (BNSF) for advanced planning of projects to initiate commuter rail passenger service for the Seattle to Lakewood segment.

Mr. Price reviewed a memorandum from him to the committee and provided members copies of the draft agreement (copies on file). Mr. Price indicated that the dollar amount of the agreement would probably fall within the Executive Committee authority.

In response to a question from Mr. McIver, Mr. Price referred the committee to the RFQ/P evaluation criteria, which includes 5 points for M/WBE and EEO commitment.

Ms. Gates suggested that some of the overhead costs could be subtracted, as the RTA will be providing oversight.

Mr. Price agreed, and indicated that staff had already asked for an itemized list of overheads.

Motion No. 43 – Approving Board member travel for the remainder of 1997 within the State of Washington and to Washington DC, for the purpose of briefing legislators and congressional delegates on behalf of the RTA

Contact: Marcia Walker, Board Administrator, at 684-1639

Mr. Drewel indicated that originally, the committee would have been asked to approve Dave Earling's travel to Wenatchee and to Washington DC for the purpose of enacting the PGA legislative outreach program. Resolution No. 83, which establishes the RTA's travel policy, requires Executive Committee approval of all board member travel beyond a 300 mile radius.

Mr. Drewel pointed out that while the RTA is carrying out its legislative outreach program, it makes sense to grant Executive Committee approval for travel for that purpose for the rest of the year.

It was moved by Mr. Sims, seconded by Mr. McIver and carried by the unanimous vote of all members present that Motion No. 43 be approved as presented.

Motion No. 41 – Authorizing the Executive Director to enter into an agreement with J&H Marsh McLennan to provide comprehensive Property & Casualty insurance broker services

Contact: Elaine Swanson, Contracts, Grants & Risk Manager, at 684-6769

Ms. Jan Hendrickson reviewed Motion No. 41 with the committee (copy on file). She reported that the Finance Committee had reviewed the motion and took action to recommend Executive Committee approval of the motion.

It was moved by Ms. Gates, seconded by Mr. Miller and carried by the unanimous vote of all members present that Motion No. 41 be approved.

Citizen Oversight Panel Appointment Process

Contact: Jan Hendrickson, Finance and Administration Director, at 689-3148

Mr. Drewel indicated that Steve Goldblatt, Chair of the COP, had asked the board to fill the vacancy created by the resignation of Anoop Batra.

Ms. Hendrickson reviewed a proposed replacement process, which would follow the original process closely but would be targeted to the specific subarea (copy on file).

Mr. Miller asked that staff reassess the geographic representation of each of the COP members, which may have changed since the original appointments to the panel were made. As an example, he indicated that Tom Luthy, listed as an East King, South King and Pierce representative, actually lives in Bellevue and works in Federal Way. David Osaka, listed as both a South King and Pierce representative, has moved to Federal Way.

Mr. Sims suggested that Mr. Osaka be listed solely as a South King representative, thereby filling the vacancy created by Mr. Batra's resignation. Staff could then solicit applications for a Pierce County representative.

Committee members concurred with Mr. Sims' suggestion.

Ms. Gates suggested that a column indicating where each COP member works and resides would be helpful.

Mr. Drewel asked that staff let the COP know the content of the Executive Committee discussion, and to convey the board's appreciation to the panel.

Board and Committee Structure – Follow-up to July 24, 1997 Board Retreat

Ms. Kathy Elias presented a proposed hierarchy of board/staff decision making (copy on file). The hierarchy includes outlines the following different categories of decision making:

- Category 1: Full board discusses policy/board committee develops and refines/full board discusses and adopts
- Category 2: Board committee develops/full board discusses and adopts
- Category 3: Board committee develops or reviews/full board adopts by consent agenda
- Category 4: Board committee develops or reviews/board committee adopts
- Category 5: Entirely in staff's domain.

Ms. Elias indicated that she would present a draft list of policy topics with suggestions on categories and a proposed timeline at the next meeting.

As there was no other business, the meeting was adjourned at 2:55 p.m.

Recorded by Amy Ebersole
Board Coordinator