

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2007-15

Diversity Oversight Committee Appointments and Authorization to Contract with a Facilitator

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Board	1/25/07	Action	Joni Earl, CEO Leslie Jones, Diversity Programs Manager	(206) 398-5450 (206) 398-5047

Contract/Agreement Type:	<input checked="" type="checkbox"/>	Requested Action:	<input checked="" type="checkbox"/>
Competitive Procurement	<input checked="" type="checkbox"/>	Execute New Contract/Agreement	<input checked="" type="checkbox"/>
Sole Source	<input type="checkbox"/>	Amend Existing Contract/Agreement	<input type="checkbox"/>
Agreement with Other Jurisdiction(s)	<input type="checkbox"/>	Budget Amendment	<input type="checkbox"/>
Real Estate	<input type="checkbox"/>	Property Acquisition	<input type="checkbox"/>

PROJECT NAME

Sound Transit Diversity Oversight Committee

PROPOSED ACTION:

The Sound Transit Board to appoint the initial fifteen (15) members of the Diversity Oversight Committee as required under Board Motion M2006-55.

Authorize the chief executive officer to execute a contract for facilitation services in support of the newly formed Diversity Oversight Committee. The amount of the total authorized contract is not to exceed \$50,000.

KEY FEATURES of PROPOSED ACTION

- This action is needed because Board Motion M2006-55 provides that the Sound Transit Board shall appoint the initial members of the Diversity Oversight Committee.
- The purpose of this action is to appoint the members of the Diversity Oversight Committee and to commit funds to contract for a facilitator to support the activities of the Diversity Oversight Committee.
- The facilitator's scope of work includes providing assistance to the committee and the committee chair to develop agendas, schedule meetings, meeting locations, prepare summary notes of meetings, and distribute meeting materials.

BUDGET IMPACT SUMMARY

There is no action outside of the Board-adopted budget; there are no contingency funds required, no subarea impacts, or funding required from other parties other than what is already assumed in the financial plan.

BUDGET and FINANCIAL PLAN DISCUSSION

The proposed action is consistent with the current adopted budget, and is affordable within the agency’s long-term financial plan and subarea financial capacity. The action will have no new revenue impact on Sound Transit.

Expenditures for this contract will be charged to the 2007 Adopted Executive Staff Department budget for Consultant and Management expenses of \$1.3M which includes the \$50K needed for this contract. This budget can be found on page 173 of the Proposed 2007 Budget Book.

BUDGET TABLE

Summary for Board Action 000s

Action Item: Diversity Oversight Committee Facilitation Consulting

	(A)	(B)	(C)	(D)
	Current Approved Contract Value	Spent to Date	Proposed Action	Proposed Total Contract Value
Contract Budget				
Facilitation Consulting Contract			50	50
Contingency	-	-	-	-
Total	-	-	50	50

	2007 Board Adopted Staff Budget	Future Staff Budgets	This Action for 2006	2007 Suplus (Shortfall)
Executive Department Staff Budget				
Consulting Services	1,300		50	1,250
Total Account	1,300	-	50	1,250

Budget Shortfall

Notes

The Executive Department's budget is shown on page 173 of the 2007 Proposed Budget Book

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

The Board approved Motion M2006-55 establishing a Diversity Oversight Committee, authorizing the Chief Executive Officer to recommend committee members for appointment by the Board, and to report periodically to the Chief Executive Officer and the Board. This action appoints members of the Diversity Oversight Committee and authorizes the chief executive officer to execute a contract not to exceed \$50,000, for facilitation services in support of the newly formed Diversity Oversight Committee.

Prior Board/Committee Actions on this Project

Motion/Resolution Number and Date	Summary of Action
M2006-55 Date Approved: July 13, 2006	Establishing a Diversity Oversight Committee and authorizing the Chief Executive Officer to recommend committee members for appointment by the Board.

CONSEQUENCES of DELAY

The Board committed to establishing the Diversity Oversight Committee in the early part of 2007.

ENVIRONMENTAL COMPLIANCE

Not applicable to this action.

LEGAL REVIEW

DLB 1/19/07

SOUND TRANSIT

MOTION NO. M2007-15

A motion of the Board of the Central Puget Sound Regional Transit Authority, appointing members to the Diversity Oversight Committee and authorizing the chief executive officer to execute a contract not to exceed \$50,000, for facilitation services in support of the newly formed Diversity Oversight Committee.

Background:

The Board approved Motion M2006-55 establishing a Diversity Oversight Committee, authorizing the chief executive officer to recommend committee members for appointment by the Board, and to report periodically to the chief executive officer and the Board. This action appoints members of the Diversity Oversight Committee and authorizes the chief executive officer to execute a contract not to exceed \$50,000, for facilitation services in support of the newly formed Diversity Oversight Committee.

Motion:

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that the following persons are appointed to serve on the Diversity Oversight Committee, pursuant to Board Motion M2006-55:

1. Dr. Thaddeus Spratlen
2. Mr. Robert Williams
3. Mr. Daniel Gandara
4. Ms. Angela Tarah
5. Ms. Nancy Mason
6. Ms. Verlene Jones
7. Dr. Carver Gayton
8. Ms. Joyce Zhou
9. Mr. Lee Newgent
10. Mr. Silas Potter
11. Mr. James Donaldson
12. Mr. Artis Grant
13. Mr. Walle Ralkowski
14. AGC Representative - Mr. David Allen
15. Open position to be filled by a committee member from Snohomish County

It is also moved that the chief executive officer is authorized to execute a contract not to exceed \$50,000, for facilitation services in support of the newly formed Diversity Oversight Committee.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on January 25, 2007.



John W. Ladenburg
Board Chair

ATTEST:



Marcia Walker
Board Administrator