

# Sound Transit Board Committees – Proposed

This document includes the proposed responsibilities for the board's proposed changes to the permanent committees, pursuant to the direction received at the May 4, 2018 Board Workshop.

## **Executive Committee**

The Executive Committee carries out responsibilities such as reviewing:

- The board's rules, operating procedures, and governance structure.
- Policies and providing recommendations to the board.
- The state legislative agenda, government relations strategies and related transactions.
- Strategies and transactions for systemwide programs, such as system access, innovation, sustainability, transit oriented development and surplus property, and providing recommendations to the board.
- Proposed annual budgets for systemwide programs and providing recommendations to the Finance and Audit Committee and/or board.
- Contract reports related to systemwide programs.
- The performance of the CEO.

The board delegates final approval authority to the Executive Committee for transactions related to its responsibilities above the CEO's approval level and under \$[TBD].

This action does not alter existing board actions that allow this committee to act in lieu of the Sound Transit Board.

## **Rider Experience and Operations Committee**

The Rider Experience and Operations Committee carries out responsibilities such as reviewing:

- Activities and communications affecting the rider experience.
- Operating plans, transit services and business models.
- System enhancement and state of good repair projects consistent with the transit improvement plan.
- Strategies for maintenance, fleet and facility plans and providing recommendations to the board.
- Administrative programs that support agency operations.
- Proposed annual budgets for system enhancement projects, state of good repair projects, and agency operations and providing recommendations to the Finance and Audit Committee and/or board.
- Contract reports related to agency operations and administration.

The board delegates final approval authority to the Rider Experience and Operations Committee for transactions related to its responsibilities above the CEO's approval level and under \$[TBD].

## **System Expansion Committee**

The System Expansion Committee carries out responsibilities such as reviewing:

- Progress of system expansion projects consistent with the transit improvement plan.
- Strategies for project development and delivery and providing recommendations to the board.
- Scope, schedule, budget, risks, construction activities, external engagement and claims for system expansion projects.
- Proposed annual system expansion project budgets and providing recommendations to the Finance and Audit Committee and/or board.
- Contract reports related to system expansion.

The board delegates final approval authority to the System Expansion Committee for transactions related to its responsibilities above the CEO's approval level and under \$[TBD].

# Sound Transit Board Committees – Proposed

## **Finance and Audit Committee**

The Finance and Audit Committee carries out responsibilities such as reviewing:

- The agency's financial plan and compliance with voter-approved financial policies.
- Financial statements including any significant accounting or reporting issues or complex or unusual transactions.
- Performance against capital and operating budgets.
- Strategy for the agency's asset liability management and monitoring investment and debt performance and risks.
- The approach for developing the annual budget.
- The proposed annual budget upon recommendations from other committees.
- The agency's risk management efforts.
- Scopes, approaches and results of external and internal audits and monitoring the agency's response to audit findings.
- Internal audit plans and selecting the annual performance audit topic.

The agency's internal audit director has direct access to and communication with the chair of this committee.