

***Implementation Update on  
Technical Advisory Group (TAG)  
Recommendations***

*Executive Committee  
08/03/2023*



# *Why we're here*

- Executive Committee Update on Recruitment for Capital Program Executive Leadership per Board Motion 2023-36 (Technical Advisory Group Recommendation 2)
- General update on implementation of Technical Advisory Group Recommendations (1, 3-6)
- No action today

## ***Recommendation 2: Introduce an experienced megaproject capital program executive team***

### **Completed:**

- ✓ CEO issued updated and additional context to staffing and structure plan in June and July 2023.
- ✓ CEO published Request for Proposal in July 2023 for the selection of a recruiting firm to lead the recruitment of a Megaproject Executive(s).
- ✓ Published Program Management Support Services (PMSS) for WSBLE, in alignment with TAG's recommendation to better leverage consultant input.

### **Highlights for upcoming work:**

- Partner with Board in selection of recruitment firm and advertising for capital program executives. Proposals expected by mid-August.
- Board approval of PMSS contract targeted for December 2023.

# ***Recommendation 1: Rebuild trust and clarify the roles and responsibilities of the ST Board and staff***

## **Completed:**

- ✓ Continued to incorporate suggestions by Board's independent consultant, Dave Peters.
- ✓ Updated Monthly Project Performance Tracker with construction projects' trend lines in June 2023 and started quarterly report to System Expansion Committee.
- ✓ Second Board Annual Program Review (BAPR) delivered in May 2023.

## **Highlights of upcoming work:**

- Update Board Procurement, Agreements, and Delegation of Authority levels between Board and CEO (Motion No. M2023-36) by Q3 2023. Staff support in Executive Committee to start at August 2023 Executive Committee.
- Update Project Performance Tracker and BAPR to incorporate additional metrics recommended by the TAG by Q4 2023.

## ***Recommendation 3: Implement procedures that push decision-making down to lowest level practical and foster an environment that encourages decision-making in general***

### **Completed:**

- ✓ Draft workplan in progress to support restructuring of internal controls as part of a multi-department suite of continuous improvement efforts. Work to commence in September 2023.
- ✓ CEO initiated agency-wide new communications practice to daylight staff project decisions and barriers to implementing decision prior to schedule and budget impacts.

### **Highlights of upcoming work:**

- Incorporate continuous improvement results into agency process and procedures by Q4 2023. Launch improvements by Q1 2024.

## ***Recommendation 4: Align key procedures with industry best practices, eliminating unnecessary steps and associated delays***

### **Completed:**

- ✓ Established 2023 workplans with ACEC to explore best practices based on industry feedback. Scheduled to conclude by Q4 2023.
- ✓ Draft workplan in progress to support streamlining as part of a multi-department suite of continuous improvement efforts. Work to commence in September 2023.

### **Highlights of upcoming work:**

- Incorporate continuous improvement results into agency process and procedures by Q4 2023. Launch improvements by Q1 2024.
- Establish plan by Q4 2023 for a broad overhaul of quality agency-wide, including incorporation of TAG recommendations. Implementation in phases to begin in Q4 2023 and through 2024.

## ***Recommendation 5: Strengthen and enforce an agency betterment policy***

### **Completed:**

- ✓ Published Station Experience Design Guidelines in 2022, as presented to SEC and REO committees.

### **Highlights of upcoming work:**

- Update System Expansion Implementation Plan by Q1 2024.
- Review, reform, and strengthen the agency's betterment policies and/or permitting authority by Q1 2024 (Motion No. M2023-36).
- Update and incorporate additional Station Design Standards through phased implementation in 2024 in support of ST3 delivery.

## ***Recommendation 6: Engage the FTA as a delivery partner equally invested in delivering transit to the region***

### **Completed:**

- ✓ CEO began meeting monthly with FTA Acting Administrator and initiated conversations on strengthening relationships at executive and staff levels.
- ✓ Quarterly FTA meetings to identify resources demands and commitments on delivery.

### **Highlights of upcoming work:**

- Continue to identify opportunities to streamline reviews with FTA.
- Work with interested Board Members, members of the Congressional Delegation, and other Federal Partners regarding opportunities to maximize FTA partnership and capacity (Motion No. M2023-36).



# ***Board Motion No. M2023-36: Extended contracts for TAG and Independent Consultant***

## **Completed:**

- ✓ Extended scope of work for Independent Consultant Dave Peters through 2024 to include quarterly reports to the Executive Committee in partnership with TAG scope.
- ✓ Provided interim contract extensions for TAG members pending Board direction on which TAG members and scope of work.

## **Highlights of upcoming work:**

- Extend TAG contracts through 2024, including retaining at least five members of the TAG, pending further Board direction.
- Continued TAG and Independent Consultant monitoring and reporting to the Board on implementation progress.

*Thank you.*



 [soundtransit.org](https://www.soundtransit.org)

