

MOTION NO. M2011-27
Citizen Oversight Panel Appointment

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:	PHONE:
Board	3/24/11	Final Action	Kathy Albert, Executive Programs Advisor	206-398-5456

PROPOSED ACTION

Appointing Ms. Karen Mask to the Citizen Oversight Panel for a term of four years beginning April 2011 and expiring April 2015.

KEY FEATURES

- The purpose of this action is to fill one vacancy on the Citizen Oversight Panel (COP) for the East King County subarea. This appointment will fulfill the minimum representation requirement of two members for each subarea.
- This motion is being brought directly to the Board for action rather than to the next Executive Committee meeting scheduled on April 7, 2011 in order to expedite the appointment process and enable the Panel to fully represent the community.

PROJECT DESCRIPTION

The Sound Transit COP is a 15-member panel of citizen volunteers appointed by the Sound Transit Board to monitor and report on Sound Transit performance in delivering on the commitments it made in Sound Move and ST2.

The COP is an advisory committee charged with an annual review of Sound Transit's performance and financial plan, and provides reports and recommendations to the Board. The COP monitors Sound Transit's performance in the following areas:

- adherence to its public commitments
- open and timely involvement of citizens
- the process of evaluating project alternatives
- capital and operating budgets and finance plans
- management of the regional fund
- equity in subarea budgets and reporting
- adherence to schedules and budgets
- review of annual performance audits

FISCAL INFORMATION

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.

SMALL BUSINESS PARTICIPATION

Not applicable to this action.

EQUAL EMPLOYMENT WORKFORCE PROFILE

Not applicable to this action.

BACKGROUND

The Sound Transit Board created a Citizen Oversight Panel in 1996 to monitor Sound Transit's performance in carrying out its commitments under Sound Move. When a vacancy arises on the panel, every attempt is made to fill it with an individual whose skills, experience and demographic characteristics maintain the panel's geographic balance and diversity.

The terms of three members of the Citizen Oversight Panel expire in March. This appointment will fill one of the three vacancies. The remaining vacancies will be filled through a future Board action. To fulfill the minimum representation requirement of two members for each subarea, one appointment will represent East King County. Of the future appointments, the two new members should represent South King County and Pierce County. Following the three appointments, all 15 positions will be filled.

Candidate qualifications include:

- Being a registered voter within the Sound Transit District;
- Residing and/or working in King County, Pierce County or Snohomish County within the Sound Transit district boundary;
- Having experience/skills in one or more areas of expertise related to the panel's responsibilities-business and finance management, engineering, large projects construction management, public facilities and service, government processes, and public policy development or review; and
- Being able to attend meetings twice each month during normal business hours

Ms. Mask retired in 2008 from a 30-year career in construction management and project management. As founder, President and CEO of KJM & Associates, Ms. Mask was responsible for the operations and strategic planning until she sold the firm in 2007. During that time she worked on numerous federal, state and city agency projects including Sound Transit. Ms. Mask has taught project management classes as well as authored various workbooks and manuals related to project management implementation plans, procedures and techniques. She provided oversight services to the FTA through Project Management Oversight (PMO) contracts on several rail projects throughout the country. Ms. Mask has performed management audits in public agencies and participated in restructuring agency departments to increase productivity. She has a M.S. and B.A. from the University of Washington.

ENVIRONMENTAL COMPLIANCE

SSK 3-15-11

PRIOR BOARD/COMMITTEE ACTIONS

Motion No. M2011-16 – Appointing Mr. Harold Wirch and Mr. Philip Lovell to the Citizen Oversight Panel for a term of four years beginning March 2011 and expiring March 2015.

Motion No. M2002-87 – Regarding the terms of Citizen Oversight Panel members.

Motion No. 18 – Committed to the timely establishment of a Citizen Oversight Panel.

TIME CONSTRAINTS

A one month delay would not create a significant impact to the COP membership, a delay beyond one month would affect the subarea allocation of the panel and would impact the COP's ability to sufficiently represent the community.

PUBLIC INVOLVEMENT

The Board and current members of the COP have been actively recruiting members since December. Outreach efforts also included sending a news release to a wide variety of media and interested individuals as well as posting it on the Sound Transit's website.

LEGAL REVIEW

JW 3/15/11

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A motion of the Board of the Central Puget Sound Regional Transit Authority appointing Ms. Karen Mask to the Citizen Oversight Panel for a term of four years beginning April 2011 and expiring April 2015.

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MOTION:

It is hereby moved by the Board of the Central Puget Sound Regional Transit Authority that Ms. Karen Mask is appointed to the Citizen Oversight Panel for a term of four years beginning April 2011 and expiring April 2015.

APPROVED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on March 24, 2011.



Aaron Reardon
Board Chair

ATTEST:



Marcia Walker
Board Administrator