



AGENDA

Phone #:
(253) 215-8782

Executive Committee

February 22, 2024

SeaTac Conference Center - Hybrid Meeting

Zoom [click here](#) to join

Meeting ID:
957 258 5629

Passcode:
Abc123@

9:00 am **AUDIT COMMITTEE Meeting**

[AC Packet](#)

10:00 am **CALL TO ORDER** – President Shonda Shipman

Sign-in sheet

1. Roll Call of Members and Introduction of Guests and New Board Members
2. Changes in Agenda/Motion to Accept Agenda

PUBLIC COMMENT on CONSENT AGENDA / DISCUSSION / POTENTIAL ACTION ITEMS

Individual comment limited to three minutes.

CONSENT AGENDA

Page #

- | | |
|---|-----|
| 1. Minutes – December 7, 2023 | 002 |
| 2. December 2023 Vouchers and Electronic Payments totaling \$4,789,871.24 | 008 |
| 3. January 2024 Vouchers and Electronic Payments totaling \$1,469,297.06 | 015 |

DISCUSSION / POTENTIAL ACTION ITEMS

- | | |
|---|-----|
| 1. Retreat Recap – Shipman & Christianson | 020 |
| 2. 2024 Executive Committee Work Plan – Christianson | 022 |
| 3. Prior Period (2023) Assessment Audit (PPAA) – Branson | 023 |
| 4. Request to Waive Eligibility for Out of State Travel – Larson & Branson | 050 |
| 5. Expense Reimbursement Software with EFT Payment as an Option – Branson | 051 |
| 6. Best Practice Compliance - Member Internal Audits of their Driver Record Monitoring (click here for video) – Kerrigan & Branson | 054 |
| 7. Executive Director Compensation – Shipman | 072 |

EXECUTIVE SESSION

Presiding Officer announces in open meeting the purpose of the Executive Session.

1. Pursuant to RCW 42.30.110 (1) (i) to discuss with legal counsel representing the agency litigation or potential litigation in which a member acting in an official capacity is a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.
2. Or another permitted purpose for Executive Session pursuant to RCW 42.30.110 (1).

The Executive Session is expected to conclude after xx minutes, unless extended by the Presiding Officer. Presiding Officer announces in open meeting the time the Executive Session will end.

STAFF REPORTS

- | | |
|--|-----|
| 1. Executive Staff Report – Christianson, Branson, Kerrigan, Adams | 112 |
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SUBCOMMITTEE REPORTS

1. Governance Policy Committee – Verbal Report – Macdonald
2. Board Development Committee – Verbal report – Larson
3. Risk & Opportunities Committee – No report – Deutsch
4. Coverage Review Committee – No report – Thesing
5. Investment Committee – Verbal report – Liard

1:00* pm **RECAP and ADJOURN** – President Shonda Shipman

*Estimated Time

Upcoming Committee Meetings

- Governance Policy Committee Meeting – 02/21/24 – 02/23/24 (Zoom)
- Board Development Committee Meeting – 02/23 (Zoom)
- Risks & Opportunities Committee Meeting – 03/14 (Zoom)
- Coverage Review Committee Meeting – 02/26 (Zoom)
- Investment Committee Meeting – 10/10 (Zoom)
- Audit Committee – 10/24 before EC Meeting