## Thurston Climate Mitigation Collaborative

**Staff Team Meeting Summary – June 22, 2023**

**AGENDA**

1. Review Retreat Agenda
   1. Final discussion/clarification of roles, structure, process

* The Staff Team discussed logistics of the presentations, note taking, reminder emails to attendees, printing materials, and what time they should arrive.
  1. TRPC staff attend?
* The Staff Team will ask Casey from TRPC to attend to assist with notetaking.

1. Review Executive Committee Agenda
   1. Final discussion/clarification of roles, structure, process

* The Staff Team discussed the logistics of putting together a presentation for Monday based on Saturday’s discussion.

1. Contracting Updates
   1. ICLEI proposal for GHGI

* This item has been tabled until after the Retreat.
  1. ISC proposal
* ISC has told Alyssa that they would like to work with us. We are now awaiting the budget proposal which is expected next week sometime.
* At the USDN Cascadia meeting Alyssa learned that there is funding available through USDN to potentially help fund regional initiatives.

1. Any remaining Action Items from 6/14 ST Meeting

* The Staff Team completed all the Action Items from their 6/14 meeting.

1. Document Sharing Process

* The Staff Team discussed a document sharing process or hosting location to simplify collectively working on documents. All Staff Team members will be checking with their respective IT Departments to see if any one jurisdiction can host this. Also, the Staff Team discussed including such a service in the contract with ISC so this would also be streamlined with the future website.

1. Next Meeting: Wednesday, June 28, 2-3pm

* The Staff Team discussed the agenda for their next Staff Team meeting.
* Tom Crawford had asked for him and Geoff Glass to attend an upcoming Staff Team meeting. The Staff Team discussed and are proposing that they attend the July 5th meeting.

Staff Team Contact Information

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If you need additional context for any item included above, please reach out to the Staff Team’s designated note taker.