# Thurston Climate Mitigation Collaborative

**Staff Team Meeting Summary – August 30, 2023**

**AGENDA**

1. ILA and contract updates
	1. ILA Legal review and revisions
* The Staff Team discussed the fact that Tumwater had some suggested changes to the ILA which will likely require all other jurisdictions to re-route the ILA through their Legal departments prior to adoption.
	1. ISC contract
* The Staff Team is reviewing the scope of work for the contract with ISC for Administrative Services.
	1. ICLEI contract
* Rebecca and the County Purchasing Manager are looking at this next week to bring this contract forward for approval.
1. Launching CAW Recruitment
* Reappointments
	+ TRPC will provide the Staff Team with the list of 2022 CAW members who want to be reappointed by 9/1.
* Online application
	+ The Staff Team is waiting on a short/friendly URL for the application and then will begin outreach for recruitment.
* Email
	+ The Staff Team has developed email verbiage to use for recruitment to identify community organizations. Each Staff Team member will send this email out to organizations they have developed relationships with.
* Social Media
	+ The Staff Team will develop social media posts for all jurisdictions to use for CAW recruitment throughout September.
* Flyers
	+ The Staff Team has a list of locations for flyers to be posted.
* Notification to supporting partners
	+ The Staff Team will reach out to 2022 CAW Supporting Partners to tell them about the EC’s action on Monday which removes them from the CAW.
1. CAW Rubric Development
* The Staff Team reviewed the first draft of the rubric and will continue to work on it. The Staff Team discussed that it would be best if the rubric could receive some public review, but there is no EC meeting or public meeting scheduled between now and when applications will be scored.
1. Outline for Home Electrification and Energy Efficiency Campaign
* This item was tabled due to time.
1. Community Energy Fellowship
* The Staff Team, due to time, decided to approach this item via email over the next week.

Staff Team Contact Information

City of Lacey: Linsey Fields can be reached at LFields@ci.Lacey.wa.us

City of Olympia: Dr. Pamela Braff can be reached at PBraff@ci.Olympia.wa.us

Thurston County: Rebecca Harvey can be reached at Rebecca.Harvey@co.thurston.wa.us

City of Tumwater (note taker): Alyssa Jones Wood can be reached at AJoneswood@ci.Tumwater.wa.us

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