

Staff Team Meeting

Meeting Summary

Wednesday, May 8, 2024, 2 – 3:30 P.M.

Staff Team Members Present: Pamela Braff, Alyssa Jones Wood, Rebecca Harvey, Linsey Fields, and Dominic Jones.

Staff Team Members Absent: None.

Agenda Item	Notes
1. Debrief of HES Engagement with the CAW	The 5/7 CAW meeting included initial discussion on a HES Policy Memo supplied to the CAW. The Staff Team discussed the great questions and feedback they received from this discussion. There were a few Policy Concepts the CAW did not reach a consensus regarding, and the Staff Team discussed how to bring those concepts to the next CAW meeting. The Staff Team, through ISC, has reached out to CAW members to ask them to specify any additional information they'd like before the next meeting to facilitate their next discussion.
2. 2025-2026 Budget Development	Each TCMC jurisdiction is approaching the time of year in which budgets are reviewed and approved. Per the ILA, the Staff Team is to provide a proposed biennial budget for review no later than June 1. The Staff Team discussed what line items need to be included in that budget: the contract for the facilitator (currently ISC) for 2 years, the development of the annual report, website maintenance including public notice, regional initiatives for two years, continuing the current regional initiatives including administrative costs. The next Greenhouse Gas Emission Inventory will be completed in 2027, and as such, is not to be included in this 2025-2026 budget. Members of the Staff Team will work to develop a draft budget to discuss at the next Staff Team meeting.
3. EEE Advisory Support Tool	Rebecca and Alyssa observed a PSE Home Electrification Assessment and learned about what is provided as part of this service. The Staff Team discussed what the PSE Energy Advisor program provides as opposed to what is intended for the EEE Advisory Support Tool. The company the Staff Team previously met with that provides an Advisory Support tool was recently acquired by a Green Bank based in Florida (Solar Energy Loan Fund). The Solar Energy Loan Fund now has shared that they intend to offer some of the services the Staff Team learned about at no cost. Staff Team members will be setting up a meeting with the Solar Energy Loan Fund to learn more.
4. CAW Rubric	The Staff Team continued to work to improve the rubric used during CAW recruitment. The Staff Team discussed new unidimensional rubric questions to assist with scoring. The Staff Team will continue working on this and hope to bring a rubric draft to the CAW in August for their review.
5. June CAW Meeting Packet	The June 4 CAW Meeting will include the following agenda items: a continued discussion on the HES policy with the intention to reach consensus on Policy Concepts, 2025 Regional Initiative selection, and an item requested by Tom Crawford focused on writing a statement/letter from the CAW to elected officials about the dire nature of meeting our

	climate mitigation targets. The Staff Team discussed what items would need to be prepared for the packet and who would be responsible for developing first drafts.
6. GHG Inventory	The 2022 GHG inventory is nearly complete and the Staff Team anticipates that the consultant (ICLEI) will deliver the first draft of the GHGI Report by the end of this week. The document will then be reviewed by the Staff Team members.
7. Website	The Staff Team will provide final comments on the new TCMC logo and finalize it next week. Rebecca is working on writing the content for the new website. The Staff Team will review web page wireframes, design, and content according to an established schedule with the target launch date of July 1.