

Staff Team Meeting

Meeting Summary

Friday, June 7, 2024, 10 – 10:30 A.M.

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

Staff Team Members Absent: Rebecca Harvey

Agenda Item	Notes
1. Check-in on upcoming EC meeting agendas	The Staff Team discussed the timing of when the Greenhouse Gas Inventory, Annual Report, and Website might be ready so those updates could be scheduled. The Greenhouse Gas Inventory will be placed on the June 24 EC agenda, the draft Website on the July 22 EC Agenda, and the Annual Report on the October 28 EC agenda.
2. June 24 EC Meeting Packet	The June 24 EC meeting agenda will include Partner Updates from LOTT and Puget Sound Energy, the selection of the 2025 Regional Initiative, and the Greenhouse Gas Inventory. Additionally, under the CAW Report-Out section of the agenda, the CAW representative attending the meeting will present/discuss a letter the CAW drafted which is directed at the EC and the jurisdiction governing boards/councils. The Staff Team discussed which Staff Team member would be responsible for preparing materials to go with each item.
3. July 2 CAW Meeting Packet	The July 2 CAW meeting agenda will include a presentation on the 2022 Greenhouse Gas Inventory and a review of the draft design for the new TCMC website. The Annual Report might also be included if the drafts are ready in time. Additionally, the Staff Team will provide updates on each jurisdiction's Comprehensive Plan process under the housekeeping section of the agenda. The Staff Team discussed which Staff Team member would be responsible for preparing materials to go with each item.
4. 2025-2026 Budget Development	The Staff Team discussed their development of the upcoming biennial budget for the TCMC. Since they last met and discussed this item they started considering recommending higher funding allocations for the administrative consultant. Additionally, Alyssa reached out to one of the HES National Providers for a ballpark quote to include for HES administration in 2026. This item continues to be worked on and will hopefully be finalized by the end of June for each Staff Team member to include in their jurisdiction budget requests.