Staff Team Meeting

Meeting Summary

Wednesday, November 6, 2024, 2 p.m. – 3:30 p.m.

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

Staff Team Members Absent: Julia Downing

|  |  |
| --- | --- |
| **Agenda Item** | **Notes** |
| 1. 2025 Staff Team Roles and Responsibilities | The Staff Team discussed the division of labor for TCMC tasks that staff complete including: EC meeting agenda setting, preparing the EC Chair prior to EC meetings, Staff Team meeting agendas and notes, the Annual Report, Greenhouse Gas Emission Inventories, the Annual Retreat, website updates, and the 2024 and 2025 regional initiatives coordination. Final assignments of Staff Team members to different tasks will happen after jurisdiction budgets are passed.  Given that EC Chair Lisa Parshley won her election for District 22 State House Representative, Vice Chair Eileen Swarthout will assume the role of Chair of the EC. |
| 1. December CAW Packet | The Staff Team discussed the agenda for the December 3, 2024, CAW meeting, which will include:   * CAW Charter adoption (Version 2.0); and * Home Energy Score draft model ordinance review.   The Staff Team discussed internal deadlines to get the materials prepared for the CAW. The agenda packet will be emailed to CAW members and uploaded to the TCMC website on November 26. |
| 1. Evergreen Center for Climate Action Panel | The Staff Team has been invited to speak on a Climate Action in Local Government panel at the Evergreen State College’s Center for Climate Action on November 13th, 2024, from 11:30 am – 1 pm. The Staff Team discussed putting together a collective presentation for this. |
| 1. Energize Thurston Interlocal Agreement | Rebecca shared her progress on the Interlocal Agreement for Energize Thurston. It is almost ready for each jurisdiction’s legal team to review. |
| 1. Energize Thurston Graphics and Outreach | The Staff Team discussed the potential of working with Puget Sound Energy for a postcard mailer about Energize. Ultimately, the Staff Team agreed that they would collectively pay for the design of the postcard, but that each jurisdiction would handle the mailing process. The Staff Team still hope to work with Puget Sound Energy for them to email customers, especially those on their assistance programs.  The Staff Team discussed banner placement and costs. The City of Tumwater will not be able to display a banner, as their policy restricts banners to only things related to tourism. The Staff Team agreed that adding a banner at the Capital Bridge would be beneficial. |