

Staff Team Meeting

Meeting Summary

Wednesday, November 20, 2024, 2 p.m. – 3:30 p.m.

Staff Team Members Present: Pamela Braff, Alyssa Jones Wood, Rebecca Harvey, Julia Downing, and Dominic Jones

Staff Team Members Absent: Linsey Fields

Agenda Item	Notes
1. December CAW Agenda	The Staff Team discussed reviews on the draft CAW meeting documents and the timeline of sending the CAW Agenda packet before Thanksgiving.
2. Solicitation Review Scheduling	The Staff Team discussed the Energize Thurston Installer Request for Proposal and worked to establish a review Committee and set meeting dates/times for review and selection.
3. Status check on Energize Thurston Interlocal Agreement	The Staff Team discussed timelines for getting the Energize Thurston Interlocal Agreement reviewed by all jurisdiction legal staff and finalized. Each jurisdiction will do their best to have the final version approved by their governing body by January 21, 2025.
4. Energize Thurston Marketing	The Staff Team discussed the tentative schedule for Energize Thurston workshops and the design content development for the March launch of the program. More work needs to be done on the workshop schedule to allow enough time for the installers to follow up on leads and site visits between workshops.
5. Status check on Home Energy Score Model Ordinance	Olympia has routed the draft ordinance to their planning and code enforcement staff for comments. Thurston County is working on getting a briefing with the Board of County Commissioners on the topic scheduled in January.
6. CAW Recruitment	The Staff Team discussed the need to recruit at least 3 members of the CAW, including the youth seat. The CAW reviewed and gave feedback on the recruitment process and the Staff Team intend to open the application in December. The goal is to have the new CAW members appointed by March.
7. Jurisdiction Workplans	The Staff Team discussed the need to develop their annual Jurisdiction Workplans. They discussed working on them with the intent to put the workplans on the February CAW agenda.
8. 2025 TCMC Workplan	The Staff Team discussed the need to create CAW and Staff Team meeting schedules and topics for 2025.
9. 2025 Meeting Schedule	The Staff Team discussed stacking CAW, EC, and Staff Team meeting schedules at a different frequency to be more efficient.