

Staff Team Meeting

Meeting Summary

Wednesday, February 19, 2025, 2:30 p.m. – 4 p.m.

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

Staff Team Members Absent:

Agenda Item	Notes
1. Upcoming Agenda Review	The Staff Team discussed the upcoming March 18 Community Advisory Workgroup meeting. That meeting will be in-person and focus on onboarding new CAW members, the new facilitator, and building relationships with one another. The Staff Team discussed potential in-person locations for the meeting and what materials need to be prepared and provided before the meeting.
2. Onboarding of new Administrative Services Consultant	Linsey updated the Staff Team that the contract with the new Administrative Services Consultant, EXP, is awaiting execution by Lacey's City Manager.
3. Staff Report Template	The Staff Team briefly reviewed Staff Report templates for the Executive Committee and Community Advisory Workgroup.
4. TCMP Administrative Updates	The Staff Team explored the upcoming work of the TCMP Administrative Updates. The Staff Team discussed that perhaps a large topic of conversation at the June TCMC retreat could be co-creating set definitions of what is included in an administrative update versus a full TCMP update.
5. Energize Thurston Launch	Rebecca shared that the installer contracts have been approved by the Thurston Board of County Commissioners. The Energize Thurston kick-off will happen during the first week of March. The first workshop will be held in Tumwater on March 20.