

Staff Team Meeting

Meeting Summary

Wednesday, April 2, 2025, 2:30 p.m. – 4 p.m.

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

Staff Team Members Absent:

Agenda Item	Notes
1. Check-in – Annual report data collection	The Staff Team discussed the process for putting together the Annual Report. EXP reviewed a document outline and requests for data from the Staff Team and discussed the timeline for gathering information and drafting the report.
2. Upcoming Agenda Review	The Staff Team reviewed upcoming agendas for the EC, CAW, and Staff Team meetings, and went over the process and timeline for preparing and approving meeting packets.
3. Follow-up discussion – TCMC Budget Updates	Pamela reviewed the updated budget estimates for TCMC initiatives and programs through 2026 and got confirmation from Staff Team that the estimates look correct.
4. Briefing – HES adoption	All Staff Team members provided brief updates on progress towards HES adoption within their jurisdictions.
5. Check-In – Energize Thurston	Rebecca and Julia provided an update on the Energize Thurston initiative. The on-demand workshop has been posted and outreach and social media pushes continue. The Staff Team now have access to an internal tracking document that will let them see statistics on applications in their jurisdictions.
6. Discussion – Community Assembly next steps	This agenda item has been delayed until the next meeting.
7. Discussion – Annual Retreat scoping	This agenda item has been delayed until the next meeting. Staff Team will review the scoping document over the next two weeks.
8. Discussion – Administrative updates scoping	This agenda item has been delayed until the next meeting. Staff Team will review the scoping document over the next two weeks.