

# Staff Team Meeting

## Meeting Summary

Monday, July 21, 2025, 12 p.m. – 5 p.m.

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

Staff Team Members Absent: Rebecca Harvey

Agenda Item	Notes
1. Upcoming Agenda Review	The Staff Team reviewed upcoming agendas for the Executive Committee (EC), Community Advisory Workgroup (CAW), and Staff Team meetings, finalizing the upcoming EC meeting agenda. The Staff Team also discussed agenda-setting processes and how these can be made more efficient and consistent.
2. Discussion – Administrative Update Scope	The Staff Team reviewed the administrative update scope of work document and discussed the budgeting process for the scope. The team also discussed the timeline for finalizing the scope and contracting the work.
3. Discussion – Energize Thurston 2026 Planning	The Staff Team discussed the wrap-up for Energize Thurston 2025, including the upcoming loss of a key federal incentive. Dominic and Julia then facilitated a discussion to work through key details for finalizing the workplan and scope for Energize Thurston 2026.
4. Discussion – Scope of work for 2026 Regional Initiative	The Staff Team reviewed the scope of work for the 2026 Regional Initiative, and discussed the program's details including which jurisdiction would manage the contracting process. The team set a timeline for finishing internal reviews of the scope and putting out an Request for Proposals for the work.
5. Discussion – Interlocal Agreement Revisions	The Staff Team reviewed the proposed amendments to the Interlocal Agreement and finalized the contents of the briefing on this process that will be provided to the EC on 7/28.
6. Discussion – Identify Staff Leads for 2026 workplan	The Staff Team began to review the 2026 workplan and assigned leads for some of the largest tasks.