

EXECUTIVE COMMITTEE (EC) MEETING SUMMARY (DRAFT)

Monday, July 28, 2025, 4 – 6 PM

Link to packet and presentations: [Executive Committee Meetings - Thurston Climate Mitigation Collaborative](#)

EC Members Present: Tumwater City Councilmember Eileen Swarthout (Chair), Olympia City Councilmember Robert Vanderpool, Thurston County Commissioner Emily Clouse (Vice Chair).

EC Members Absent: Lacey City Councilmember Robin Vasquez, Lacey City Councilmember Carolyn Cox (alternate), Olympia City Councilmember Kelly Green (alternate), Tumwater City Councilmember Kelly VonHoltz (alternate) & Thurston County Commissioner Tye Menser (alternate).

CAW Representative: Stephen Bernath

Staff Present: Alyssa Jones Wood (City of Tumwater), Linsey Fields (City of Lacey), Julia Downing (Thurston County), & Eleanor Garrett (EXP).

Agenda Item	Notes
1. Opening 1A. Call to Order 1B. Approval of Agenda 1C. Approval of Previous Meeting Summary Attachment: January 27, 2025, Draft Meeting Summary	<p>Executive Committee Chair Eileen Swarthout called the meeting to order at 4:05pm.</p> <p>Prior to approval of the agenda, CAW representative Stephen Bernath asked if the EC could provide an update on Thurston Regional Planning Council's (TRPC) vote in May about removing equity language from the Regional Transportation Plan. Chair Eileen Swarthout responded that the EC did sign and send a letter to the TRPC stating that this action is not aligned with the region's values. The TRPC did not vote to remove the language.</p> <p>Committee Member Robert Vanderpool motioned for approval of the agenda; the motion was seconded by Vice Chair Emily Clouse. The motion carried unanimously.</p> <p>Vice Chair Emily Clouse motioned for approval of the previous meeting summary for the April 28th meeting;</p>

	the motion was seconded by Committee Member Robert Vanderpool. The motion carried unanimously.
2. Public Comment	No public comment was provided.
3. Announcements	<p>Staff Team member Julia Downing provided an update on Energize Thurston now that the campaign has completed and staff have been able to collect final program statistics. She provided detailed information on the number of installations, the types of equipment installed, and the percentage of grant funds that benefitted low-income households.</p> <p>Staff Team Member Alyssa Jones Wood reminded all TCMC members that the Annual Retreat has been scheduled for Friday, September 19, 2025 from 1 –5 p.m.</p>
<p>4. Committee Business</p> <p>4A. 2025-2026 TCMC Budget Update</p> <p><i>Briefing</i></p> <p>Attachments: (1) 2025-2026 Budget Update Memorandum; (2) 2025-2026 TCMC Budget Update Table</p>	<p>Staff Team member Alyssa Jones Wood gave a presentation on the TCMC budgeting process and status. Key points from her presentation include:</p> <ul style="list-style-type: none"> • TCMC jurisdiction partners contribute an equal share to the funds of regional coordination and administration, funding that goes towards administrative support, website maintenance, GHG inventories, TCMP updates, and regional initiatives. TCMC activities are designed to distribute benefits equally across jurisdictions. • The Staff Team proposes a biennial budget to implement all regional activities. • The 2025-2026 budget has changed slightly since the execution of the interlocal agreement, the delay of the 2025 regional initiative to 2026, updates to the costs for the TCMP Administrative Update, and a delay in the launch of the Home Energy Score Model Ordinance and supporting programs to 2026. <p>The EC members held a brief discussion on the 2025-2026 budget presentation, in which the Committee members agreed that the budget looks correct and fair.</p>
<p>4B. TCMC ILA Amendments</p> <p><i>Briefing</i></p>	<p>Staff Team Member Linsey Fields gave a presentation on the Staff Team’s work updating the existing TCMC interlocal agreement (ILA) to streamline the TCMC’s work. Key points from their presentation include:</p> <ul style="list-style-type: none"> • At present, a new ILA must be executed to complete each regional initiative, separate from

<p>Attachments: (1) Thurston Climate Mitigation Collaborative Interlocal Agreement Amendments Memorandum; (2) TCMC Interlocal Agreement Draft Revisions</p>	<p>the existing 2023 ILA that established the TCMC and its working groups. This slows down work on regional initiatives and ties up staff hours and the legal teams of each jurisdiction.</p> <ul style="list-style-type: none"> • The Staff Team is proposing amendments to the existing ILA to allow regional initiatives funded by each jurisdiction to operate under the terms of the existing ILA. • The Staff Team is also proposing amendments to the ILA to clarify how and when the TCMP will be updated and how GHG inventories will be conducted. • The amended ILA will be reviewed by each jurisdiction’s legal team and once approved will begin the process of approval within each jurisdiction. <p>Chair Eileen Swarthout asked for clarification on the scope and timeline of a full TCMP update. Linsey Fields provided context for the timeline of creating the original plan and how that would translate to a full plan update.</p> <p>CAW representative Stephen Bernath asked how the TCMP plan update would coordinate with the jurisdictions’ comprehensive plan updates. Staff Team member Alyssa Jones Wood noted that the TCMP and Comprehensive Plan updates are intentionally staggered to be sensitive to staff capacity constraints and also build upon one another.</p> <p>Chair Eileen Swarthout verified that the EC would be seeing the ILA amendments in October for EC approval, which was confirmed by Linsey Fields.</p>
<p>5. Standing Agenda Items 5A. CAW Updates</p>	<p>The CAW representative Stephen Bernath and EXP facilitator Eleanor Garrett shared updates on the CAW. Recent CAW agenda items have included regional climate action funding, workforce development needs for implementing climate action, and the 2025 Washington legislative session outcomes.</p>
<p>5B. Jurisdiction Updates</p>	<p>City of Olympia Updates were provided by Committee Member Robert Vanderpool:</p>

	<ul style="list-style-type: none"> • The Olympia Planning Commission will be holding a public hearing on the Climate Element of their Comprehensive Plan on August 4th at 6:30pm. <ul style="list-style-type: none"> ○ The most recent draft of the Climate Element is available at olympiawa.gov/climate2045 for anyone who wants to read the draft. • Staff conducted the first of several guided walking tours of Olympia's shoreline to discuss how the City is preparing for sea level rise in downtown Olympia. Registration is full for all upcoming tours. • The fire department recently installed EV charging to support operation of the Fire Marshall's office and the CARES program (Community Assistance Referral and Education Services). <p>Thurston County Updates were provided by Committee Member Emily Clouse:</p> <ul style="list-style-type: none"> • The Board of County Commissioners will be receiving an update on the Climate Element of the County's Comprehensive Plan on Wednesday September 3rd at the Board's morning work session. • Public EV chargers at the Agriculture Innovation Park in Tenino are now operational. These were installed through a grant that Thurston County received from the Department of Commerce. This project includes two fee-based DC fast chargers and two free level 2 chargers. The County is also planning to install additional chargers in downtown Tenino in September. • The Planning Commission has completed their review of the climate element and the accompanying draft implementation plan, which included review and integration of the full list of actions in the Thurston Climate Mitigation Plan. • In June, the Board of County Commissioners approved a contract for \$1.3 million in grant funding from the Department of Commerce to install a solar plus storage system on the Public Health and Social Services building.
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	<p>City of Lacey Updates were provided by Staff Team Member Linsey Fields:</p> <ul style="list-style-type: none"> • The full Comprehensive Plan is available for public comment at https://openhouse.konveio.com/policy-review-tool. There will also be a public hearing on the Comprehensive Plan prior to adoption. • The City has been working with Puget Sound Energy (PSE) to restart the matching rebate program and is aiming to restart the program this September. The City will have approximately \$124,000 in funding available for matching. The City will be reaching out to residents waitlisted by Energize Thurston to see if they qualify under the matching rebate program and would like to move forward under that program instead. <p>City of Tumwater Updates were provided by Staff Team Member Alyssa Jones Wood:</p> <ul style="list-style-type: none"> • The City has completed installation of 8 new Level 2 EV chargers for fleet vehicles, including fire station vehicles, police vehicles, and general fleet vehicles. • The Climate Element is continuing to be developed. There will be an opportunity for public comment at the Planning Commission meeting on August 26th. • The City hired a full-time Urban Forester in May. • The City completed a solar plus storage feasibility assessment for both fire stations and are now seeking grant funding for construction. • The City is working with TCAT to execute an agreement to hold community assemblies or listening sessions with vulnerable community members. • The City is attempting to find a way to help the sole resident on their Energize Thurston waitlist complete their installation using existing funds.
6. Adjourn	The meeting was adjourned at 4:55.

Meeting summary was prepared by the consultant (EXP) and TCMC Staff Team. This summary is not verbatim.