



SOUND CITIES ASSOCIATION

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SCA Board of Directors

Meeting Minutes

July 15, 2020

10 AM - Noon

Meeting held online/telephonically ONLY due to COVID-19 Emergency

Meeting held virtually via Zoom with a public link and phone in option.

1) Call to order

SCA President Dana Ralph called the meeting to order at 10:03 AM. Present via Zoom were members Leanne Guier, Laura Philpot, Nancy Backus, James McNeal, Jeff Wagner, Ed Prince, Jan Molinaro, Angela Birney, Amy Ockerlander, Wendy Weiker, Christie Malchow, and Mary Lou Pauly and SCA staff Deanna Dawson and Leah Willoughby. President Ralph noted that the meeting was being held virtually due to the COVID-19 public health emergency.

2) Public Comment

Ralph asked if there were any members of the public present for comment. Hearing none, this portion of the agenda was closed.

3) Consent Agenda

Backus moved, Seconded by Pauly to approve the consent agenda consisting of the minutes of the June 17, 2020 SCA Board of Directors Meeting and the May 2020 financial reports. ([Link Attachment 1](#)) The motion passed unanimously.

4) President's Report

President Ralph briefly summarized the meeting agenda, and continued to next agenda item.

5) Executive Director's Report

Executive Director Deanna Dawson acknowledged the trauma and strain of current events, and encouraged members to reach out if SCA staff is able to provide any support. Ralph echoed concern and offered support.

Dawson updated members on recent meetings and events since the last meeting of the board. SCA held a workshop with Metro Transit, which included an update on budget and budgetary challenges. The workshop was well attended and received by SCA membership. First event in Racial Equity and Justice series was held on July 13th. Dawson thanked board members Prince and McNeal for their participation in the panel and planning. Dawson also reported several recent meetings regarding King County Regional Homelessness Authority. SCA continues to hold weekly City Manager calls, as well as regular mayors' group calls. SCA staff and leadership group met with Deputy King County Executive Rachel Smith. Dawson also reported to group that SCA staff will be planning to take staggered time off in the Month August.

Dawson asked for direction from members regarding request received by Auburn Councilmember Brown, regarding request for herself to consider participation in Master Builders Affordable Housing Task Force; asking for any feedback on concern. Members reported no problems or conflicts with Dawson's participation in the task force.

Regarding potential future events, Dawson reported discussion around a Women's Leadership event. SCA has also been working with sponsors on methods to stay engaged with membership during the public health crisis, including dispersing information from partners that is both relevant and helpful to SCA members; asked for any concern on doing so, hearing none from the group.

Dawson noted for future consideration that board elections and annual meeting will likely need to be reformatted, in lieu of in-person format during the ongoing COVID-19 public health emergency. SCA staff continues to work on possible formats and solutions and welcomes suggestions. Staff also continues to work on ensuring that these, and any other SCA meetings and events that are converted to virtual formats, remain in compliance with SCA policies and bylaws.

6) Board of Directors 2020 Meeting Schedule

Dawson briefly reviewed the resolution passed at the June 2020 SCA Board of Directors Meeting, temporarily designating the location of 2020 meetings of the board as virtual. Members were asked to consider potential amendments to Resolution 2020-1 to: cancel the August 2020 SCA Board of Directors Meeting and update to reflect location designated set by previous resolution. After discussion, group agreed to cancel the August 2020 meeting.

Wagner moved, seconded by Malchow to approve Amended Resolution 2020-1A ([Link Attachment 2](#)) to cancel the August 2020 SCA Board of Directors meeting and to temporarily designate meeting location to virtual due to the ongoing COVID-19 public health emergency. The motion passed unanimously.

7) Treasurer's Report – Treasurer Jeff Wagner, SCA ED Dawson

- a. Treasurer Wagner reported on the June 30, 2020 meeting of the financial meetings. May financial reports were discussed. Notes on the financial reports included:
 - An expected IRS refund from 2018 filings is included in payroll taxes.
 - Legal fees include consultations on personnel change matters.
 - SCA is underbudget on staff, due to temporary staff vacancy.
 - New staff member will be starting work on July 15, 2020.
- b. Sponsorship Update
Dawson provided an update on sponsorships, noting that a partner invoice payment is expected in the next week. SCA is on track with budget on sponsorship income; expects to invoice a few more Regional Associate Members in 2020. SCA staff continues to work with sponsors, to ensure continued support in 2021.
- c. 2021 Budget
Dawson reported that SCA's office lease is being negotiated to remain flat for 2021, recognizing reduced usage during the public health emergency. Lease is expected to be drafted as a two-year agreement, with a built-in option to extend. Office improvements, to improve airflow and staff safety are also being considered. Staff will continue to report back to the committee. SCA expects to receive health insurance rates in September, and be able to bring a draft 2021 budget by the September 2020 finance committee meeting. Dawson asked for any questions on the 2021 budget, hearing none.
- d. Other Updates
There were no further updates on the Treasurer's Report.

8) PIC Chair's Report – Deputy Mayor Christie Malchow, PIC Chair

a. July 8, 2020 ([Meeting Materials](#))

As Malchow was not present for the July meeting, Dawson provided the update on PIC agenda items:

i.) PIC Meeting Schedule

PIC members approved resolution canceling August 2020 meeting.

ii.) Board of Health Declaration of Racism as a Public Health Emergency

PIC members had productive conversation around what each city is doing regarding equity. Dawson encouraged members to check PIC minutes to see what these actions included. Pauly shared with the group that Issaquah has a draft policing and equity reform bill, containing short, mid, and long-term goals. Will go out to community by general meeting and hoping to put through an equity committee with a goal of creating a community conversation. Police budget will remain the same for 2020, with reformations considered in future budgets. Approach is being well-received. Philpot reported that some Maple Valley staff is participating in a virtual summit that has been helpful. Summit information will be shared with SCA staff by email. Responding to a question from Guier, Dawson reported that recording of the Racial equity and Justice event will be posted on the SCA website. Group discussed impact and reception of the event, agreeing that feedback was receptive and appreciative. Group of panelists will continue to meet, and future events in the series are planned monthly, on the third Friday of each month. The next topic will be a youth panel.

iii.) Budget Outlook

PIC members discussed staff memo, included in the meeting packet, that addressed both state and county budget challenges. Most of the discussion regarded the county budget, specifically the MIDD fund. Members are concerned about the cuts that resulted in the funding cuts. Pauly commented on tax structure problems. Birney echoed need for conversations on tax structure and funding of important services. Dawson suggested reconvening of the SCA Legislative Committee for further conversation. Staff has also started holding meetings with city intergovernmental staff members. Pauly suggested a meeting of the SCA strong mayors group on the topic. Weiker agreed that conversation is needed to avoid surprises, and suggested a similar meeting with city manager group.

On issue of the business tax, Dawson reported that executive office, in meeting with Rachel Smith, had reported no conversation around the topic.

iv.) King County Regional Homelessness Authority

The next meeting of the governing board is July 16th. The process of appointing to the implementation board has been challenging, but progress is being made. Dawson reminded group that SCA has the authority to appoint two of the thirteen members to the implementation board and suggested a vote of the board to affirm the nominations recommended by SCA members on the governing board. The two appointees are: Dr. Damien Pattenau, superintendent of Renton City Schools, and Nate Caminos, the Director of Intergovernmental Affairs at the Port of Seattle.

Prince moved, seconded by Backus to appoint Dr. Damien Pattenau and Nate Caminos to the Implementation Board of the King County Regional Homelessness Committee.

Dawson added that the meeting of the KCCRHC will include discussion on formation of bylaws and the appointment of a CEO. Staff will continue to monitor and report back to the board.

- v.) Levies and Ballot Measures in King County
Harborview ballot measure and Seattle renewal of transportation levy will be on the ballot in November.
- vi.) Potential Upcoming SCA Issues
Upcoming events are discussed in a later agenda item.
- vii.) Informational Items
 - (1) SCA Letter Concerning Rate and Fee Increases
 - (2) Legislative Priorities – Potential Special Session 2020
Letter was sent as a board last month concerning the rate and fee increases. Template letter for cities to use regarding legislative priorities and potential special session was drafted by SCA Policy Director Brian Parry. Both of these informational items are available in the meeting materials.

9) Leadership Advisory Council Report

Backus reported. Group is continuing to meet virtually.

10) Events Committee Meeting

Events Committee member Wagner reported that events committee met previous week. Group discussed impacts of COVID on future events, and possible virtual events. Events are expected to remain virtual for the remainder of 2020 and the beginning of 2021. Possible future partner forums were discussed. Events committee will continue to meet. Dawson added that several partner members attended the meeting. Possible event with utility partners was discussed, as well as waste industry. An event for the newly electeds was also discussed. As a possible future conversation, Dawson noted that some members of city boards and committees had registered for recent SCA virtual events, and group should determine intended audience for events.

McNeal volunteered to provide Events Committee updates at future board meetings. Committee and staff continue to work on potential platforms for virtual networking events.

11) City Administrator's Report

Laura Philpot, City Manager Representative, reported on the July CM/CA meeting. The meeting on July 1st included presenter from the state auditor's office to discuss guidance on federal fund spending. City Managers and Administrators have been holding a weekly call in addition to monthly meetings to discuss management of COVID-19 public health emergency issues.

12) Discussion Items

- a. SCA Staffing Update
Dawson reported that new Policy Analyst Jackie Wheeler officially starts July 15th and encouraged members to welcome her.
- b. COVID-19
Pauly asked for any update or clarification in information from the Governor's office regarding eviction moratorium and reopening-phase reversal. Birney reported that information from AWC indicated that there is intention for the eviction moratorium to be extended, but the timeline is still to be determined.

Backus reported that Auburn is collecting ideas on making masks fun for the community, including printing custom Auburn masks, and developing focused initiatives towards youth.

c. City Budgetary Issues

There was discussion on city budgetary issues.

d. Racial Equity and Justice Series

This item was also discussed in previous agenda items. Staff will be sending out a save the date for the planned future events on the third Friday of each month. Policy Analyst will be taking the lead on the next event, which is planned to include a youth panel. Youth panel has been planned for an earlier session in consideration of school schedules. Other potential future topics include policing and special challenges to persons of color running for public office. Suggestions for other topics are encouraged. McNeal asked members to refer any youth that might be a good addition to the panel discussion. The hope is to have youth from all parts of our region. Dawson reminded group of the GREI forum.

e. Board Trainings

Dawson asked members for direction on availability of the board to do a longer training, as well as appropriateness of SCA spending on a training for racial equity. After discussion, group agreed that most would have an availability for a partial-day training, but a full-day training would be too challenging during the public health emergency. Group also agreed the topic and training are important. Staff will continue to work on available and appropriate training resources and bring options to the September board meeting. McNeal suggested consideration for ongoing training, so new electeds coming in continue to receive the important training and progress is not lost.

f. Update on Meetings with Prosecuting Attorney

Ralph reported on a meeting with the Prosecuting Attorney's office on July 14th, noting that there is not much to report. Discussions did not have any further detail from last month's meeting regarding budgeting and areas that will be cut. Will continue to hold these meetings and report back to the board on any updates.

g. OPMA and Future Meetings

There is expectation that the four corners will continue to extend in short portions; no official decision has been communicated. SCA staff continues to plan to hold meetings virtually.

h. 2020 SCA Retreat

Dawson asked that members continue to review member commitments. This item will be brought back to agenda in September. Dawson will resend commitments set at the retreat. Willoughby will send a reminder to bring any new commitments before the September board meeting.

Members were asked to consider SCA accomplishments. Pauly noted successful Racial Equity and Justice event. Weiker noted impact on solid waste rates. Backus noted SCA's success in keeping members connected and prepared in a challenging year.

13) For the Good of the Order

Molinaro shared that fundraiser shared at last meeting was successful, raising around \$29,000. There were no further items for the good of the order.

14) Adjournment

Meeting was adjourned by President Ralph at 11:53 AM.

Upcoming Events/Meetings

- a. ~~SCA Public Issues Committee – Wednesday, August 12, 2020 – 7:00 to 9:00 PM canceled~~
- b. SCA Racial Equity and Justice Series, Session 2 – Friday, August 14, 2020 – 2:30 PM – 4:00 PM – Virtual/Telephonic
- c. ~~SCA Board Meeting – Wednesday, August 19, 2020 – 10:00 AM – 12:00 PM – Virtual/Telephonic canceled~~
- d. SCA Public Issues Committee Meeting – Wednesday, September 9, 2020 – 7:00 PM – 9:00 PM – Virtual/Telephonic
- e. SCA Board Meeting – Wednesday, September 16 – 10:00 AM – 12:00 PM – Virtual/Telephonic