



SCA Board of Directors Minutes

November 16, 2022

Tukwila Community Center, Executive Conference Room

12424 42nd Ave S, Tukwila, WA 98168

10 AM - Noon

1) Call to Order

SCA President Angela Birney called the meeting to order at 10:00 AM. Present were members Jan Molinaro, Jeff Wagner, Carl Cole, Traci Buxton, Ed Prince, and SCA staff David Hoffman, Brian Parry and Leah Willoughby. Present Virtually were members Amy Ockerlander, Jim Ferrell, and Ed Prince. Absent were members Wendy Weiker, Mary Lou Pauly and Bill Boyce. Member James McNeal joined the meeting virtually at 10:04 AM during Item 3, before the motion, and exited the meeting at 10:41 AM during Item 8. Member De'Sean Quinn joined the meeting at 11:23 AM during Item 15. Member Amy Ockerlander exited the meeting at 10:29 AM after Item 6.

2) Public Comment

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

3) Approval of the minutes of the October 19, 2022 SCA Board of Directors Meeting Minutes

President Birney asked for any questions or concerns regarding the minutes of the October 19, 2022 SCA Board of Directors meeting.

Wagner Moved, Seconded by Molinaro to approve the minutes of the October 19, 2022 SCA Board of Directors Meeting. The motion passed unanimously.

4) Executive Session to Discuss Personnel Matter

Prince moved, seconded by Molinaro to hold ten-minute executive session. The motion passed unanimously.

Staff Brian Parry and Leah Willoughby left the room before the start of executive session. The board held executive session from 10:09 AM to 10:19 AM. Staff returned to the room after the conclusion of the session.

Following the executive session, the board took the following action:

Wagner moved, seconded by Molinaro, to approve staff salaries and COLA's as shown in the 2023 SCA budget. The motion passed unanimously.

5) President's Report

President Birney reported on recent discussions regarding development of Opioid Abatement Council, noting SCA will have appointing power for one seat on the four-seat board.

Wagner moved, seconded by Buxton to direct the SCA Board to appoint to the Opioid Abatement Council upon request. The motion passed unanimously.

Birney updated the group on recent meetings and events; reported new Executive Director for SCA started on November 1, 2022; and asked members to be thinking about potential members for the board in 2023, and leadership positions on the board for 2023.

6) Executive Director's Report

Executive Director David Hoffman reported on starting at SCA; reported that SCA staff is continuing to work on the 2023 SCA legislative agenda; and reported on current SCA sponsor organizations. In response to questions from Molinaro and Buxton, Hoffman shared that staff would work on developing precise communication to assist in sharing the work and purpose of SCA.

7) Action Items

a. SCA Bylaw Amendments

President Birney summarized the proposed amendment to the SCA Bylaws. After discussion, the board made the following motion:

Wagner moved, seconded by Buxton to Recommend Amendment to SCA Bylaws, as shown in the meeting materials, for approval by the Membership at the 2022 SCA Annual Meeting. The motion passed unanimously.

b. 2023 Budget

Staff reviewed the Draft 2023 SCA Budget, as recommended by the SCA Finance Committee. After discussion, the board made the following motion:

Wagner moved, seconded by Molinaro to recommend approval of the SCA 2023 Budget by the Membership at the 2022 SCA Annual Meeting. The motion passed unanimously.

c. HomeStreet Bank Accounts

Wagner moved, seconded by Buxton, to authorize David Hoffman, Executive Director as signer on SCA bank accounts. The motion passed unanimously.

d. 2022 Members Emeritus

After discussion, the board made the following motion:

Wagner moved, seconded by Ockerlander to honor Dave Hill, Algona, as SCA Member Emeritus. The motion passed unanimously.

8) Treasurer's Report

Treasurer Jeff Wagner reported on the October 25, 2022 Finance Committee [Meeting](#) .

Wagner reported that majority of the meeting was spent discussing draft 2023 SCA budget.

Wagner summarized sponsorships, including total sponsorship income received to-date; sponsorship payments received since the last meeting of the board; and status of outstanding sponsorship invoices. SCA is on track to be on budget for sponsorship income for 2022.

Wagner reported that the finance committee directed SCA to complete an audit for the 2022 fiscal year, following the exit of an executive director, per SCA Bylaws

There were no further updates for the treasurer's report.

9) PIC Chair's Report

As PIC Chair Bill Boyce was not present, Brian Parry, Policy Director reported on the November Public Issues Committee [Meeting](#).

a. 2023 SCA Legislative Priorities

Parry reported that the PIC voted to bring the 2023 legislative agenda back to the December 2022 meeting of the PIC. Staff is working to clarify language and address concerns from some members. Members were encouraged to continue to share their legislative agendas as they become available. Parry asked for any questions or concerns.

b. Regional Homelessness Five-Year Plan

Parry reported on King County Regional Homelessness Authority (KCRHA) development of a five-year plan for the organization. SCA hosted a lunch and learn with KCRHA staff to review the plan. President Birney noted very good turnout and participation at the lunch and learn event. Parry reported robust conversation at PIC. SCA staff will continue to update.

c. Regional Waste Diversion and King County Re+ (Zero Waste)

Parry reported that SCA staff briefed the PIC on HB 1799. Presentation also included information on resources available as cities develop their plans. Members were encouraged to share with SCA staff activities, strategies, challenges, and feedback.

d. Levies and Ballot Measures in King County

Parry noted that members reported out on ballot measures. There was no action to report.

10) Regional Homelessness Authority Update

Birney reported that the Regional Homelessness Authority (KCRHA) Governing Board met, and noted that discussion focused on the five-year plan, as discussed earlier in the agenda. The November meeting has been rescheduled in December. SCA members on the KCRHA will continue to report back to the board, and welcome all questions, concerns, and feedback.

11) City Manager's Report

CM Carl Cole reported on the November 2022 City Manager/City Administrator Meeting. Meeting included presentation on class and compensation study from Shoreline staff and Doug Johnson, Ralph Anderson & Associates. The group welcomed new SCA Executive Director David Hoffman. Meeting also included legislative update from Candice Bock and Carl Schroeder, Association of Washington Cities (AWC); and ICMA update from Kristi Rowland and Jessi Bon.

12) Leadership Advisory Council Update

President Birney reported that Leadership Advisory (LAC) met in person in November. There were no actions to report.

13) Equity and Inclusion Cabinet Update

Equity and Inclusion Cabinet Chair Ed Prince reported that the Equity and Inclusion Cabinet met in November. The group discussed proposed changes to language for SCA's mission, vision, and values. This discussion will continue, and any proposed changes will need to be brought to the board at the next board retreat. The cabinet continues to meet on a regular basis.

14) Legislative Committee Update

President Birney briefly summarized process of developing the legislative agenda, and noted that this topic was also discussed earlier in the agenda, during the PIC Chair Update.

15) Discussion Items/Updates

a. 2023 Board Leadership

President Birney asked any members interested in leadership positions for 2023 to reach out to current board leadership. The Board Nominating Committee will hold their first meeting in December.

b. 2023 Board Elections

President Birney noted the times and format of the SCA Board Elections:

- SCA North and Snoqualmie Valley Caucus Meeting – December 15, 2022, 1:00 PM to 2:00 PM – Virtual
- SCA South and South Valley Caucus Meeting – December 15, 2022, 12:00 PM to 1:00 PM - Virtual

SCA staff noted challenging process for determining day and time that worked best for most members. SCA staff will be emailing more information regarding process of elections. Board members were encouraged to attend.

c. 2023 Events Committee

Policy Director Brian Parry reported that there will be a need for volunteers from the board to serve on the 2023 Events Committee. The committee typically meets a few times during the year, prior to events. Events committee also includes volunteer members from SCA Partner organizations. Jeff Wagner noted that he will continue to serve on the Events Committee in capacity as a Partner.

d. Opioid Abatement Council

This item was discussed earlier on the agenda.

e. Virtual vs. In-Person SCA Meetings

Group discussed format of SCA meetings in 2023. This topic will be brought back for conversation at the next meeting of the SCA Board.

f. Upcoming Events

President Birney noted upcoming events and encouraged members to attend. Policy Director Brian Parry noted potential future trainings and events, and noted that staff is continuing to plan.

g. Call for Nominations Update

Policy Director Brian Parry gave brief update on status of call for nominations for regional committees, and noted that a second call may be needed to fill some alternate vacancies. The PIC Nominating Committee will meet on December 1, 2022, and the recommendations will be brought to the December 14, 2022 SCA PIC Meeting before coming to the Board for final approval at the December 21, 2022 SCA Board of Directors meeting.

h. 2022 SCA Accomplishments

SCA President Angela Birney asked members to continue to consider accomplishments of SCA in 2022. This item will be brought back for discussion at the next meeting of the board.

i. 2022 SCA Board Retreat

i.) Review 2022 Commitments

Members checked in regarding progress with 2022 commitments. President Birney noted she was looking forward to the 2023 SCA Board of Directors Retreat. This item will continue to be brought back for discussion at future meetings.

ii.) Equity and Inclusion

This item was discussed earlier in the agenda.

iii.) Other

There were no other updates.

16) For the good of the order

Vice President Molinaro noted that Regional Airport Capacity has resurfaced as an issue.

There were no further items for the good of the order.

17) Adjourn

The meeting was adjourned by President Birney at 11:58 AM.

Sound Cities Association

Mission

To provide leadership through advocacy, education, mutual support and networking to cities in King County as they act locally and partner regionally to create livable vital communities.

Vision

Capitalizing on the diversity of our cities to lead policy change to make the Puget Sound region the best in the world.

Values

SCA aspires to create an environment that fosters mutual support, respect, trust, fairness and integrity for the greater good of the association and its membership.

SCA operates in a consistent, inclusive, and transparent manner that respects the diversity of our members and encourages open discussion and risk-taking.

Guiding Principles

- Assume that others are acting with good intent
- No surprises!
- Have each other's backs
- Think about who is not at the table
- Be candid, but kind
- Once a decision is made, work together to make it work
- Show up to meetings prepared
- Be fully present and engaged during meetings
- Extend grace to others – cut them some slack
- Remain open-minded
- Respect differing views

2022 Policy Priorities

- Economic Recovery
- Housing/Homelessness
- Infrastructure
- Equity and Inclusion
- Collaboration, Nonpartisan Cooperation