



SOUND CITIES ASSOCIATION

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**SCA Board of Directors
Meeting Minutes**

April 20, 2022
10 AM - Noon

1) Call to order

SCA President Angela Birney called the meeting to order at 10:05 AM. President Birney noted that the meeting was being held virtually due to the COVID-19 public health emergency, and noted that any discussion in the chat logs would be maintained for public records purposes and included with the meeting minutes ([Attachment A](#)). Present via Zoom were members Jan Molinaro, Traci Buxton, Carl Cole, Jim Ferrell, Amy Ockerlander, Mary Lou Pauly, and Wendy Weiker. Absent from the meeting were members Jeff Wagner, James McNeal, and Bill Boyce. Member Mary Lou Pauly joined the meeting at 10:05 AM after item 2, exited the meeting at 10:32 AM during item 7, after the motion, and returned at 10:57 AM during item 8.d. Member De'Sean Quinn joined the meeting at 10:15 AM during item 5, before the motions. Member Amy Ockerlander exited the meeting at 10:59 AM during 8.d. Member Ed Prince Exited the meeting at 11:27 AM during Item 13.b.i and returned at 11:38 AM during item 13.b.iii. Member Jim Ferrell left the meeting at 11:47 AM during item 13.c. Member De'Sean Quinn exited the meeting at 11:50 AM during item 13.e. Guest present was Amy Tsai, Redmond staff.

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) Consent Agenda

President Birney asked for any questions or concerns regarding the minutes of the March 16, 2022 SCA Board of Directors Meeting; and the March 2022 financial reports.

Prince moved, seconded by Molinaro to approve the consent agenda consisting of the minutes of the March 16, 2022 SCA Board of Directors Meeting ; and the financial reports of February 2022. The motion passed unanimously.

4) President's Report

President Birney reported on discussion with the Executive Committee regarding possible personnel policy changes in the future. In the interest of time, President Birney moved to the next item in the agenda.

5) Potential Executive Session to Discuss Personnel Matter

Guest exited the meeting and ten-minute executive session began at 10:07AM. Executive session was extended by five minutes. Executive session was ended at 10:22 AM. Guest returned following conclusion of the executive session.

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

Ockerlander moved, seconded by Prince that, in the event of the resignation, termination, or extended absence of the Executive Director, that the Policy Director be named the Acting Executive Director, and that the Director of Administration and Finance be named the Acting Chief Operating Officer (COO). The motion passed unanimously.

Quinn moved, seconded by Ockerlander that, in the event of an Executive Director vacancy, the SCA President, after consultation with and direction from the Executive Committee of the SCA Board, be given authority to draft and issue a Request for Proposals (RFP) for the retention of a recruiter/recruitment firm to fill the Executive Director position. The motion passed unanimously.

6) Executive Director's Report

Executive Director Deanna Dawson reported on retirement of Nina Rivkin of Redmond, and hiring of Amy Tsai. Dawson thanked Rivkin for her work and congratulated Tsai. Board members also welcomed Tsai and thanked Rivkin, and Quinn spoke about working with Rivkin in his role at the County. Dawson reported on recent meetings and SCA events.

7) Treasurer's Report

As SCA Treasurer Jeff Wagner summarized the March 29, 2022 Finance Committee [Meeting Materials](#).

Dawson reviewed for the group previous conversations regarding and staff recommendation for allowing Regional Associate Member (RAM) and Partner dues to be paid by credit card, with the cost of any associated fees to be borne by the RAM/Partner.

Ockerlander moved, seconded by Molinaro to adopt a Board Policy allowing Regional Associate Member (RAM) and Partner dues to be paid by credit card or electronic transfer, with the cost of any associated fees to be borne by the RAM/Partner. The motion passed unanimously.

Dawson gave update on sponsorships, including invoices sent since the last meeting of the board; expected payments and outstanding invoices; and new sponsors added since the last meeting of the board. SCA is on track to be on budget for sponsorship income for 2022.

Dawson summarized for the group previous conversations regarding hiring of administrative help on staff for SCA. Staff is continuing to gather relevant information and will continue to update the board. This item will be brought back for discussion and possible action at the next meeting of the board.

Dawson summarized for the group discussion regarding future action on SCA Board Policies on city member dues, including population cap and CPI-W cap. This item will be brought back for conversation with possible action at the next meeting of the finance committee, and any discussion or action will be brought to the next

meeting of the board. Dawson reminded members to continue sharing any questions or concerns. In response to question from President Birney, Dawson clarified that a change to the assessment rate process of member dues would be a change to board policies; and actual recommended dues, calculated by the assessment rate, would need to be approved by the membership at the annual meeting.

Dawson updated group on discussions by finance committee regarding SCA Investment Policies. Finance committee and staff will continue to update the board.

There were no other updates.

8) PIC Chair's Report

As PIC Chair Bill Boyce was not present for the meeting, Executive Director Deanna Dawson reported on the April 13, 2022 Public Issues Committee (PIC) Meeting ([Meeting Materials](#)).

- a. Dawson noted that the PIC voted to cancel the May 2022 PIC meeting.
- b. Dawson reviewed for the group PIC action and discussion on the appointment to fill a vacancy on the PSRC Executive Board. After discussion, the board took the following action:

Buxton moved, seconded by Quinn to appoint members to the PSRC Executive Board, as recommended by PIC, as follows:

Councilmember James McNeal, Bothell, from alternate to member seat; Mayor Mary Lou Pauly, Issaquah, from second alternate to alternate seat; and Mayor Rob McFarland, North Bend to second alternate seat. The motion passed unanimously.

- c. Dawson reported that SCA staff briefed PIC members on regional actions on climate change and summarized resources for cities to address climate change on a voluntary basis, as well as how the county may proceed with HB 1099 on a voluntary basis. PIC members discussed climate action within their respective cities and what types of resources they need. Dawson encouraged members to review minutes from the PIC meeting when they become available and to continue providing feedback.
- d. Dawson reported some conversation at PIC regarding Affordable Housing Countywide Planning Policies, specifically what should be included in the CPPs. Dawson encouraged members to familiarize themselves with the issue and give feedback to SCA members serving on the Affordable Housing committee.
- e. Dawson briefly summarized discussion regarding Solid Waste and Sewer rate increases and directed members to information the April PIC meeting materials.
- f. Dawson encouraged members to review information in the April PIC meeting materials regarding the PSRC Regional Transportation Plan and encouraged feedback to be shared with SCA staff.
- g. Dawson reported on levies and ballot measures in King County discussed by PIC, and asked board members to continue to share any feedback, as well as any possible future levies and measures.

9) Equity and Inclusion Cabinet

Equity and Inclusion Cabinet Chair Ed Prince gave update on the 2022 Equity and Inclusion Cabinet, noting appointment of Deputy Mayor Kali Clark, Sammamish and Councilmember Hugo Garcia, Burien to the SCA Equity and Inclusion Cabinet.

10) Regional Homelessness Authority Update

President Birney and Ed Prince briefly updated group on the Regional Homelessness Authority (KCRHA), noting concerns on communication with and management of the Governing Committee from KCRHA staff. SCA members on the KCRHA Governing Committee continue to meet with KCRHA to discuss these concerns, and will continue to update the members of the SCA board.

11) City Administrator's Report

City Manager/Administrator Representative Carl Cole reported on the April 2022 CM/CA Meeting. Discussion topics included meeting formats and OPMA updates. Association of Washington (AWC) staff provided a legislative update. Group took a tour of the new Tukwila Justice center.

12) Leadership Advisory Council

Leadership Advisory Council Chair Ed Prince briefed members on the agenda from the most recent meeting of the Leadership Advisory Council. The Leadership Advisory Council will continue to meet monthly.

13) Discussion Items

a. 2022 SCA Board Meetings

i.) 2022 Board Meeting Schedule

No changes were made to the 2022 Board Meeting Schedule.

ii.) Board Meeting Location for June, Future Meetings

Molinaro moved, seconded by Buxton to set the location of June 2022 SCA Board of Directors as the Tukwila Community Center.

b. 2022 SCA Board Retreat

i.) Review 2022 Commitments

Members checked in regarding progress with 2022 commitments. This item will continue to be brought back for discussion at future meetings.

ii.) 2022 Board Agreement

Members were asked to complete signing of the 2022 SCA Board Agreement if they had not already done so.

iii.) Equity and Inclusion

This item was discussed early in the agenda.

iv.) Other

There were no other updates on this item.

- c. Dawson summarized upcoming and potential SCA events and encouraged members to attend, including:
 - SCA Legislative Event with Sponsor Gordon Thomas Honeywell on Friday, May 6, 2022
 - Possible webinar and/or tour with King County Elections, details TBD
 - Possible future networking events
- d. Members were asked to share any 2022 SCA Accomplishments. Member Pauly noted attendance and participation in first in-person SCA networking event in over two years.
- e. 2022 Board Priorities
This item was not discussed.

14) For the Good of the Order

There were no items for the good of the order.

15) Meeting was adjourned by President Birney at 11:51 AM

April 20, 2022 SCA Board Meeting
Attachment A: Zoom Chat Log

- 10:05:10 From Amy Tsai to Everyone:
Hello roger that
- 10:32:59 From Mary Lou Pauly to Everyone:
Stepping away for 5 minutes.
- 10:41:20 From Angela Birney to Hosts and panelists:
To adopt a Board Policy allowing Regional Associate Member (RAM) and
Partner dues to be paid by credit card Electronic transfer, with the cost of any associated fees to
be borne by the
RAM/Partner.
- 10:59:33 From Amy Ockerlander to Hosts and panelists:
I have to run. Good to see everyone!
- 11:03:09 From Sound Cities Association to Hosts and panelists:
Questions for PIC Members
- Would you support the AHC providing early guidance to jurisdictions during the development of comprehensive plans? At what stage of the comprehensive plan development process would this guidance be most useful?
 - Would you support empowering the AHC/GMPC to issue plan certifications?
 - Would you support monitoring and reporting that compares jurisdictional progress toward specific housing goals?
 - Would you support empowering the AHC/GMPC with authority to require reasonable measures or corrective actions be taken if a jurisdiction is not meeting affordable housing goals?
- 11:22:02 From Mary Lou Pauly to Everyone:
<https://www.issaquahwa.gov/3281/Homeless-Outreach-Program>
- 11:27:46 From Ed Prince to Hosts and panelists:
brb
- 11:43:35 From Sound Cities Association to Hosts and panelists:
<https://www.homesteadclt.org/>
- 11:47:27 From Jim Ferrell to Hosts and panelists:
Bye Everyone, I need to take off. Great meeting and have a great day! Jim
- 11:50:29 From De'Sean Quinn to Hosts and panelists:
I have to drop thank you
- 11:58:36 From Mary Lou Pauly to Everyone:
Got to sign off. Have a great day!!!