



## SCA Board of Directors Minutes

April 17, 2024

10:00 AM

Tukwila Community Center – Executive Conference Room

### 1) Call to Order

SCA President Mary Lou Pauly called the meeting to order at 10:01 AM. Present were members Jan Molinaro, Armondo Pavone, Traci Buxton, Troy Linnell, Regan Bolli, Katherine Ross, Chris Roberts, and staff Leah Willoughby, David Hoffman, and Andie Parnell. Member Dana Arrived at 10:10 after Item 4. SCA staff member Andie Parnell exited the meeting before Item 11. Absent were members Amy Falcone, De'Sean Quinn, Mason Quinn, and Wendy Weiker. Guest included Bob Livingston, HomeStreet Bank.

### 2) Public Comment

President Pauly asked if there were any members of the public present for public comment.

Bob Livingston, HomeStreet Bank shared information for and invited members to attend the [2024 PNW Education & Workforce Summit](#).

Hearing no further public comment, this portion of the agenda was closed.

### 3) Consent Agenda

President Pauly asked for any questions or concerns regarding the minutes of the March 20, 2024 SCA Board of Directors meeting. Hearing none, the Board took the following action:

***Molinaro moved, seconded by Buxton, to approve the minutes of the March 20, 2024 SCA Board of Directors meeting. The motion passed unanimously.***

### 4) President's Report

President Pauly reported on meeting with SCA Executive Director David Hoffman to discuss staff transition plans and future staffing format. Discussions will continue and Board will continue to be updated at future meetings.

### 5) Executive Director's Report

As SCA Executive Director David Hoffman was not yet present, this item was moved to later in the agenda, after Item 7.

Hoffman provided an update on staff transition and asked for feedback and direction on future staffing structure.

## 6) Treasurer's Report

Treasurer Armondo Pavone reported on the [March 26, 2024 SCA Finance Committee Meeting](#). Treasurer Armondo Pavone 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. Pavone reported that all 2024 SCA Member City Dues invoices have been paid. SCA has filed for an extension for the 2023 Form 990, as books are not yet closed.

The Finance Committee will continue discussion on Finance Policies related to outstanding sponsorship invoices at the next meeting of the committee. The board was in favor of updating these policies.

There were no further updates.

## 7) City Manager's Report

City Manager Representative Regan Bolli reported on the April 3, 2024 City Managers meeting. Topics included presentation from city staff and Association of Washington Cities (AWC) staff regarding the recent proposal to reduce public defender caseloads; roundtable discussion on police recruitment and retention; updates from WCMA and ICMA; and roundtable discussion on future CM/CA meeting coordination. The group is looking for volunteers for the meeting coordinating group. The CM/CA group continues to meet monthly.

## 8) Leadership Advisory Council Update

Executive Director David Hoffman reported that the Leadership Advisory Council met in April. There were no action items to report.

## 9) PIC Chair's Report

PIC Chair Chris Roberts reported on the [April 10, 2024 SCA PIC](#). The meeting was held virtually. Items included:

- a. Public Defender Caseload Standards
- b. Regional Homelessness Authority Update
- c. Emergency Medical Services Levy

Roberts reported robust discussion for all items. There were no action items to report. Due to time, the Metro Free Youth Transit Passes agenda item was pushed to the next PIC meeting.

## 10) Discussion Items

- a. Letter to the Legislators  
The board directed Executive Director David Hoffman to send a draft letter template as a resource for cities. Hoffman asked for feedback and directions on the content of the letter before it is shared out to the membership.
- b. Ongoing Asylee Discussion  
The board directed Executive Director Hoffman to draft a set of principles for SCA cities re: the asylee crisis and have PIC provide feedback. There is broad recognition that SCA needs consistent messaging round this issue.
- c. Event Speakers

Executive Director David Hoffman asked for suggestions and direction regarding possible speakers for future SCA events.

**11) Executive Session to Discuss Personnel Matter – Employee Performance Review**

Staff David Hoffman and Leah Willoughby left the room before the start of the executive session. The board held executive session from 11:34 AM to 11:49 AM for the purpose of discussing staff performance. Staff returned to the room after the conclusion of the session.

**12) For the Good of the Order**

Mayor Katherine Ross reported on the opening of an inclusive park in Snoqualmie. Grand opening and ribbon-cutting ceremony is scheduled for April 26 at 4 PM.

Mayor Armondo Pavone reported on the ValleyComm 911/Crisis Connections partnership.

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

**13) Adjourn**

Meeting was adjourned at 11:59 AM.