



SCA Board of Directors

Minutes

October 15 2025

Renton City Hall

1) Call to Order

SCA President Buxton called the meeting to order at 10:01 AM. Present were members Armondo Pavone, Troy Linnell, Katherine Ross, Vanessa Kritzer, Thomas McLeod, Nigel Herbig, Dana Ralph; Amy Falcone; and Thomas McLeod, and SCA staff Robert Feldstein, Leah Willoughby, Aj Foltz, and Laura Belmont. Absent were members Mason Thompson; Amy Falcone, and Chris Roberts.

2) Public Comment

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

Joe Kunzler introduced himself and referenced his prior work on public act reform. He stated that SCA is not currently in compliance with RCW requirements, as meetings with virtual options should allow for virtual public comment. He noted that other jurisdictions have experienced frequent Zoombombing and hate speech during public comment periods and recommended that SCA establish an exclusion schedule and clear rules for verbal public comment. He encouraged the Board to consider moving toward written-only public comment.

There were no additional items for Public Comment.

3) Consent Agenda

President Buxton asked for any questions or concerns regarding items on the consent agenda.

Pavone moved, seconded by Ross, to approve the consent agenda consisting of the amended minutes of the July 16, 2025 SCA Board of Directors Meeting; the minutes of the September 10, 2025 SCA Special Board of Directors Meeting; the minutes of the September 17, 2025 SCA Special Board of Directors Meeting; and the financial reports of August 2025. The motion passed unanimously.

4) Executive Session

President Buxton announced that the Board would enter Executive Session at 10:06 AM pursuant to RCW 42.30.110(1)(i)(iii) to discuss with legal counsel the legal risks of a proposed action or current practice where public discussion would likely result in adverse legal or financial consequences to the agency. Staff and guests exited the room.

The Executive Session was scheduled for 20 minutes. The session was extended at:

- 10:26 AM for 10 minutes
- 10:36 AM for 10 minutes
- 10:46 AM for 10 minutes
- 10:51 AM for 10 minutes
- 11:01 AM for 5 minutes

The Executive Session concluded at 11:06 AM, and staff returned to the meeting. No action was taken and no action followed the Executive Session.

5) President's Report

In the interest of time, SCA President Traci Buxton moved to the next item on the agenda.

6) Executive Director's Report

SCA Executive Director Robert Feldstein noted that many highlights from his report were also included in his recent email to the Board. He stated his intent to consider clarification on certain internal policies, including those related to staff attendance at political events and press procedures. Feldstein informed the Board of potential changes to designated SCA seats within the Puget Sound Regional Council (PSRC) that may affect King County representation.

7) Executive Session to Discuss Personnel Matter

President Buxton announced that the Board would enter Executive Session at 11:15 AM to discuss a personnel matter. The Executive Session was scheduled for 15 minutes due to time constraints. Executive Director Robert Feldstein was asked to join the Executive Session. Other SCA staff and guests exited the room.

Chief Operating Officer Leah Willoughby was asked to join the Executive Session for the final five minutes.

The Executive Session concluded at 11:30 a.m., and staff returned to the meeting. No action was taken and no action followed the Executive Session.

8) 2026 SCA Board Nominating Committee

Staff provided a brief overview of the responsibilities and process for the SCA Board Nominating Committee. President Buxton invited questions and requested volunteers to serve.

Pursuant to Board policies, the President appoints members to the Nominating Committee. Following discussion, President Buxton took the following action:

President Traci Buxton appointed the following individuals to the 2026 SCA Board Nominating Committee:

- ***Immediate Past President Mary Lou Pauly***
- ***President Traci Buxton***
- ***Nigel Herbig***
- ***Dana Ralph***

9) Treasurer's Report

Treasurer Bolli provided a brief summary of the draft 2026 SCA budget as included in the meeting materials and reported on the guidance provided by the Finance Committee for minor edits. Treasurer Bolli noted that staff had identified one additional minor edit and also shared considerations, based on Finance Committee discussion, for potential budget topics in future years. The updated draft budget will be reviewed by the Finance Committee at its October meeting, will be presented to the Board for approval in November, and will be submitted to the full membership for approval at the December 3 Annual Meeting.

Treasurer Bolli and Executive Director Robert Feldstein provided a brief sponsorship update, including invoices issued and payments received since the last Board meeting, as well as ongoing conversations regarding future sponsorships and prospective sponsor outreach.

There were no additional updates.

10) PIC Chair's Report

As PIC Chair Chris Roberts was not present, SCA staff provided the PIC report and summarized the October 8 Public Issues Committee meeting.

- a. Staff briefly reviewed the update regarding SCA Regional Boards and Committees appointments.
- b. For the Indigent Defense Case Standards Letter to the Legislature, Policy Analyst AJ Foltz summarized the presentations provided at the PIC meeting, the amendments recommended by PIC, and the resulting final draft of the letter included in the meeting materials. Staff also summarized PIC discussion on the item. Following discussion, the Board took the following action:

Pauly moved, seconded by Linnell, to approve the final draft letter as recommended by PIC and direct SCA staff to send the letter to the Washington State Legislature. The motion carried.

Following discussion, Pauly moved, seconded by Linnell, to approve the final draft letter as recommended by PIC and direct SCA staff to send the letter to the Washington State Legislature. The motion carried, with Ralph opposed.

11) Ad Hoc Committee Recommendations Discussion

President Buxton reviewed the Ad Hoc Committee recommendations and led Board discussion. The Board considered each recommendation as follows:

- (1) **Hire an outside expert to investigate the recent hiring process for the SCA Executive Director and any breach of board members' legal fiduciary and confidentiality responsibilities**
No further action needed; this item has been completed.
- (2) **Recommend to the board to review hiring practices including adding HR training around hiring.**

President Buxton recommended scheduling this work for 2026 to allow adequate time and for the newly-seated Board to participate. The Board concurred.

(3) Bylaws improvements around best practices for executive session protocols including having a lawyer present.

President Buxton recommended a simple wording update to Board Policies. Staff were directed to prepare draft language for Board consideration at the November meeting.

(4) Review of the fiduciary responsibilities of board members around confidentiality and duty to the organization.

The Board discussed incorporating relevant expectations into the Board Agreement, along with applicable Board Policies, and Guiding Principles and job descriptions. Staff were directed to bring a draft Board Agreement for discussion at the November meeting.

(5) Suggest board recommit to the SCA Guiding Principles.

The Board discussed ensuring the Guiding Principles are explicitly included in the Board Agreement. Following discussion, the Board took the following action:

Ralph moved, seconded by Bolli, to include the Guiding Principles in the Board Agreement. The motion passed unanimously.

During discussion, expectations around in-person attendance at Board meetings was raised. Time will be scheduled at the November Board meeting for further discussion. Staff were directed to prepare draft attendance policy language for Board consideration, and Board members were asked to come prepared with suggested language.

12) Discussion/Informational Items

Executive Director Feldstein briefly introduced the informational items and asked Board members to review the materials provided. Due to time constraints, no discussion occurred. The items included:

- a. 2026 Board of Directors & Elections
- b. 2026 Events
- c. Members Emeritus
- d. Public Comment Policy
- e. Staffing Update

No action was taken.

13) The meeting was adjourned at 12:03 PM.