

## MINUTES OF MEETING

### THURSTON REGIONAL PLANNING COUNCIL

Friday, May 6, 2022

### REMOTE ACCESS

#### Call to Order

Chair Hilary Seidel called the meeting to order at 8:31 a.m.

#### Attendance

##### Members Present:

City of Lacey	Malcolm Miller, Council member
City of Olympia	Clark Gilman, Council member
City of Rainier	Dennis McVey, Council member
City of Tenino	John O'Callahan, Council member
City of Tumwater	Eileen Swarthout, Council member
City of Yelm	Joe DePinto, Mayor
Intercity Transit	Debbie Sullivan, Board member
Lacey Fire District #3	Rick Kelling, Board member
North Thurston Public Schools	Gretchen Maliska, Board member
Olympia School District	Hilary Seidel, Board member
Port of Olympia	Bob Iyall, Commissioner
PUD No. 1 of Thurston County	Linda Oosterman, Commissioner
The Evergreen State College	Scott Morgan, Staff
Thurston Conservation District	Helen Wheatley, Supervisor
Thurston County	Gary Edwards, Commissioner
Town of Bucoda	Steve Purcell, Council member
Tumwater School District	Mel Murray, Staff

##### Members Absent:

Confederated Tribes of the Chehalis Reservation	Amy Loudermilk, Staff
LOTT Clean Water Alliance	Carolyn Cox, Board member
Nisqually Indian Tribe	David Iyall, Tribal Council Member
Timberland Regional Library	Cheryl Heywood, Executive Director
Thurston EDC	Michael Cade, Director

##### Staff Present:

Marc Daily, Executive Director  
Veena Tabbutt, Deputy Director  
Karen Parkhurst, Planning & Policy Director  
Burlina Lucas, Administrative Assistant  
Dorinda Merrill, Office Specialist III  
Dave Read, IT Manager  
Amy Hatch-Winecka, WRIA 13 Lead Entity Coordinator

##### Others Present:

Mary Heather Ames, City of Tumwater  
Ann Freeman-Manzanares, Intercity Transit  
Jason Hanner, Intercity Transit  
Eric Phillips, Intercity Transit  
Dean Martinolich, North Thurston Public Schools  
Matt Unzelman, Thurston County  
Jessica Gould, Intercity Transit  
Brian Hess, City of Yelm  
Joyce Phillips, City of Olympia

- Agenda Item 2**                    **Introductions**  
All Council members were introduced.
- Agenda Item 3**                    **Approval of Agenda**  
ACTION  
*Councilmember O’Callahan moved, seconded by Councilmember McVey, to approve the agenda. Motion carried.*
- Agenda Item 4**                    **Approval of Consent Calendar**  
ACTION  
a. Approval of Minutes – April 1, 2022  
b. Approval of Vouchers – April 2022  
*Councilmember O’Callahan moved, seconded by Councilmember Miller, to approve the consent calendar. Motion carried.*
- Agenda Item 5**                    **Public Comment**  
There were no public comments.
- Agenda Item 6**                    **Transit Safety Performance Measure Targets – 2022 Update**  
1<sup>st</sup> REVIEW  
Deputy Director Veena Tabbutt provided an overview of the 2022 update to the Federal Transit Safety Performance Measure Targets. TRPC is required to adopt transit safety performance targets as the Metropolitan Planning Organization (MPO) for Thurston County. Council will be asked to adopt the update to the targets at their June 3, 2022, meeting.  
  
Executive Director Marc Daily requested that Council consider an amendment to the agenda moving the Executive Director’s Report to Agenda Item #7.  
  
*Councilmember O’Callahan moved, seconded by Councilmember Swarthout, to approve the amendment to the agenda moving the Executive Director’s Report to Agenda Item #7. Motion carried.*
- Agenda Item 7**                    **Executive Director’s Report**  
INFORMATION  
Executive Director Marc Daily (1) provided an update on the Household Travel Survey; (2) advised that the current Senior Accountant Tyson Justis was hired for the Finance & HR Manager position which Council approved at a previous meeting. Tyson will be starting that role on May 1<sup>st</sup>; and (3) advised that an online public meeting for the Martin Way Corridor Project will occur on May 12<sup>th</sup> from 5:30 pm – 7:00 pm.
- Agenda Item 8**                    **Outreach Compensation Policy and Procedures**  
1<sup>st</sup> REVIEW  
Deputy Director Veena Tabbutt reviewed the draft TRPC Outreach Compensation Policy and Procedures and asked for Council feedback. The purpose of the Outreach Compensation Policy and Procedures is to establish a formal framework for compensating committee and board members, and individuals participating in outreach activities. The intent is to help eliminate economic barriers and increase participation in outreach activities and select committees. Committee members cannot be compensated by their employers for participation in the committee, and elected officials or not eligible. Council will be asked to take action on the draft TRPC Outreach Compensation Policy and Procedures at their June 3, 2022, meeting.
- Agenda Item 9**                    **Call for Projects Update: Set Asides, Funding Caps, and Public Process**  
PRESENTATION  
Deputy Director Veena Tabbutt provided an overview of the Call for Projects Update: Set Asides, Funding Caps, and Public Process. The reason for the update is to:
- Provide a more direct tie to performance goals and targets.
  - Provide a competitive process with clear and transparent project eligibility and evaluation criteria.
  - Continue to position the region to meet obligation targets and be eligible for redistributed funding.
- Based on feedback received during the Council meeting the schedule for the public comment period and final Council has been extended. Staff will brief Council on the revised schedule at the June Council meeting.
- Agenda Item 10**                    **Break**

**Agenda Item 11**  
PRESENTATION

**WRIA 13 Salmon Habitat Recovery Lead Entity Update**

Amy Hatch-Winecka, WRIA 13 Salmon Habitat Recovery Lead Entity Coordinator, provided an update on salmon habitat recovery activities in South Puget Sound. The goal is to restore salmon in the WRIA 13 Deschutes River watershed.

**Agenda Item 12**  
INFORMATION

**Report from Outside Committee**

Council member Wheatly provided an update on the last Puget Sound Regional Council's Growth Management Policy Board meeting.

**Agenda Item 13**  
INFORMATION

**Member Check In**

Council members had the opportunity to share information occurring in their organizations/communities.

**Agenda Item 14**

**Adjournment**

***There being no further business, Chair Seidel adjourned the meeting at 10:33 a.m.***

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Hilary Seidel, Chair

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Marc Daily, Executive Director

*Minutes prepared by Burlina Lucas, Administrative Assistant, Thurston Regional Planning Council.  
These minutes are not verbatim. A recording of this meeting is available upon request.*