

MINUTES OF MEETING

THURSTON REGIONAL PLANNING COUNCIL

Friday, April 2, 2021

REMOTE ACCESS

Call to Order

Chair JW Foster called the meeting to order at 8:30 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	Cutter Copeland, Council member
City of Tumwater	Debbie Sullivan, Council member
City of Yelm	JW Foster, Chair
Intercity Transit	Carolyn Cox, Board member
Thurston County	Gary Edwards, Commissioner (9:25 am)
Lacey Fire District #3	Sylvia Roberts, Board member
Lacey Fire District #3	Rick Kelling, Board member
LOTT Clean Water Alliance	Cynthia Pratt, Board member
Olympia School District	Hilary Seidel, Board member
Port of Olympia	EJ Zita, Commissioner
PUD No. 1 of Thurston County	Chris Stearns, Commissioner
The Evergreen State College	Scott Morgan, Staff
Thurston EDC	Michael Cade, Director
Tumwater School District	Mel Murray, Staff
Thurston Conservation District	Helen Wheatley, Board member

Members Absent:

Confederated Tribes of the Chehalis Reservation	Amy Loudermilk, Staff
Town of Bucoda	Alan Carr, Mayor
Nisqually Indian Tribe	David Iyall, Member
North Thurston Public Schools	Dean Martinolich, Board member
Timberland Regional Library	Cheryl Heywood, Executive Director

Staff Present:

Marc Daily, Executive Director
Veena Tabbutt, Deputy Director
Karen Parkhurst, Planning & Policy Director
Burlina Lucas, Administrative Assistant
Dave Read, IT Manager
Amy Hatch-Winecka, WRIA 13 Lead Entity Coordinator
Katrina Van Every, Senior Planner

Others Present:

Jessica Gould, Intercity Transit
Frank Wilson, Olympia School District
Ann Freeman-Manzanares, Intercity Transit
Mary Heather Ames, City of Tumwater
Doug DeForest, Transportation Policy Board Member
Jason Hanner, Intercity Transit
Nancy Aguilar, Commission on Hispanic Affairs
Maria Siguenza, Commission on Hispanic Affairs

- Agenda Item 2** **Introductions**
All present were introduced.
- Agenda Item 3** **Approval of Agenda**
ACTION
Councilmember Pratt moved, seconded by Councilmember Cox, to approve the agenda. Motion carried unanimously.
- Agenda Item 4** **Consent Calendar**
ACTION
a. Approval of Minutes – March 5, 2021
b. Approval of Vouchers – March 2021
Councilmember Zita moved, seconded by Councilmember Seidel, to approve the consent calendar. Motion carried unanimously.
- Agenda Item 5** **Public Comment**
There was no public comment.
- Agenda Item 6** **Executive Session – Executive Director Evaluation**
CLOSED SESSION
Chair Foster recessed the meeting to executive session at 8:37 a.m. Mr. Foster read the following: “As stated on the agenda, agenda item #6 is an executive session. The purpose of this executive session is to discuss a personnel item, Executive Director’s 4-year evaluation. No decisions will be made in executive session, it will serve only as an opportunity for Council members to have discussion and ask questions. The Council will reconvene at approximately 9:10 a.m. to continue with the published agenda. The Council will now adjourn to executive session. Audience participants will be placed in a virtual waiting room”.

Chair Foster reconvened the meeting at 9:10 am.
- Agenda Item 7** **Executive Director’s Evaluation**
ACTION
The Council reconvened at 9:10 am and expressed appreciation for Mr. Daily’s performance over the past year. A recommendation was made to approve the revision to the Executive Director Evaluation Policy, adding the ability to grant alternative annual leave in lieu of merit pay.
Councilmember Cox moved, seconded by Councilmember McVey, to approve the revision to the policy. Motion carried unanimously.

Chair Foster confirmed with Executive Director Daily that he was in agreement to receive leave in lieu of merit pay.

A recommendation was made to approve the evaluation subcommittee’s recommendation for Executive Director Daily’s evaluation and approve 40 hours of alternative leave in lieu of merit pay.
Councilmember McVey moved, seconded by Councilmember Pratt, to approve the evaluation subcommittee’s recommendation for Executive Director Daily’s evaluation and approve 40 hours of alternative leave in lieu of merit pay. Motion carried unanimously.
- Agenda Item 8** **SFY 2022 Unified Planning Work Program (UPWP)**
1st REVIEW
Deputy Director Veena Tabbutt reviewed the draft State Fiscal Year 2022 Unified Planning Work Program (UPWP) and asked for Council feedback. The work program is a requirement to receive federal and state funding. Council will be asked to take action on the plan at their May meeting.
- Agenda Item 9** **SFY 2021 Unified Planning Work Program (UPWP) Amendment**
ACTION
Deputy Director Veena Tabbutt reviewed the requested amendment to the State Fiscal Year 2021 Unified Planning Work Program (UPWP) which would add \$24,000 of funds to the work program budget. The amendment includes:
 - Add state Regional Transportation Planning Organization (RTPO) carry-over funds.
 - Add new state RTPO funds.
 - Adjust the expenses to include funding for a Synchro Transportation Modeling software license, the Transportation Priorities Survey mailout, and Trails Consultant moving to the summer of 2021.Staff requests Council to approve Resolution 2021-04 amending the SFY 2021 Unified Planning Work Program.
Councilmember Zita moved, seconded by Councilmember Pratt, to approve Resolution 2021-04 amending the SFY 2021 Unified Planning Work Program. Motion carried unanimously.
- Agenda Item 10** Break

Agenda Item 11
1st REVIEW

Transit Performance Measures

Deputy Director Veena Tabbutt provided an overview of the 2021 updated Federal Transit Safety Performance Measure Targets. Intercity Transit develops a Public Transportation Agency Safety Plan (PTASP) and sets transit safety performance measures and targets, which are updated annually. The Council adopted the PTASP in September 2020. Staff is requesting Council adopt Resolution 2021-03 relating to Federal Transit Performance Measures and Targets.

Councilmember Pratt moved, seconded by Councilmember Zita, to adopt Resolution 2021-03 relating to Federal Transit Performance Measures and Targets. Motion carried unanimously.

Agenda Item 12
PRESENTATION

2020 Census Recognition

Senior Planner Amy Hatch-Winecka updated the Council on the 2020 Census and recognized Nancy Aguilar with the Commission for Hispanic Affairs for all the work she did to make the census successful.

Agenda Item 13
DISCUSSION

2021 Council Retreat Scoping

Executive Director Marc Daily led a discussion on the 2021 Council Retreat which will help plan the Council's future work. The Council Retreat Subcommittee met on March 5, 2021, to begin the planning process. Mr. Daily advised a request for proposals to retain a facilitator for the retreat was sent out on March 16, 2021, with proposals due on April 6, 2021.

Agenda Item 14
INFORMATION

Report from Outside Committee Assignments

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

Transportation Policy Board Member DeForest provided an update on the last Puget Sound Regional Council Transportation Policy Board meeting.

Agenda Item 15
INFORMATION

Executive Director's Report

Executive Director Marc Daily announced the following: (1) Mr. Daily has been invited to present at the Washington State Transportation Commission meeting on April 21, 2021, along with David Troutt from the Nisqually Indian Tribe, Bill Adamson from South Sound Military & Communities Partnership (SSMCP), Andy Ryder, Mayor of Lacey, and Transportation Policy Board Chair, and John Wynands, WSDOT Olympic Region Administrator, regarding the work being done on I-5 through Thurston County; (2) today is the cut-off for committees to consider bills from the opposite House as part of the Legislative Session; and (3) the House released a bill that included a package of Transportation Investments, including the TRPC priority I-5 project at \$205M. Mr. Daily will provide more details on how it will affect Thurston County as more information is provided.

Agenda Item 16
DISCUSSION

Member Check In

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

Agenda Item 17

Adjournment

There being no further business, Chair Foster adjourned the meeting at 10:37 a.m.

JW Foster, Chair

Marc Daily, Executive Director