



## MEETING NOTES

JANUARY 20, 2016

Location: Community Room @ The Landing, Renton 4-6pm

### 1. Welcome & Introductions of New Committee Members

**Chair John Stokes** welcomed the Committee to the first meeting of 2016 and made introductions of new members in attendance: Becky Nixon (SCA, Duvall), Eileen Barber (SCA, Issaquah), Hiedi Popochock (King County), Shelby Jors (KC Ag Commission) and later George Irwin (Rural Landowner).

### 2. Roadmap for 2016 KCD Advisory Committee

**Facilitator Shawn Bunney** gave a brief history of the impetus of KCD's Advisory Committee which came out of the King County established Conservation Panel & Task Force. In March 2014, the Advisory Committee was convened and helped KCD staff formulate a 5-year Program of Work which included the initiative areas of rural/urban forestry, regional food system grants, shorelines and riparian habitat, and urban/rural agriculture. The Program of Work was recommended for approval by the Advisory Committee and forwarded to the KCD Board of Supervisors for approval. It was then submitted and approved by the King County Council in November 2014.

In 2015, the Advisory Committee in conjunction with KCD Staff developed an Implementation Plan and established Working Groups to help with fund allocations within specific program areas. The Advisory Committee recommended criteria and guidelines and specific projects be forwarded to the KCD Board of Supervisors for approval.

In 2016, the Advisory Committee will be tasked with the role of refining rather than development and Shawn shared a list of ILA reporting requirements the Advisory Committee will assist in submitting. A roadmap for the coming year was distributed and outlined tasks for the Committee over 6 meetings (with possible sub-committee or working group meetings to be held in off months).

**Heather Trim** asked that an additional evaluation component of the Advisory Committee be added to the goals of November 2016 meeting. There was discussion regarding the need to show "impact" of the conservation work completed versus simply a detail of metrics achieved. **Michelle Caulfield** asked about detailing projects that have the most impact for the money invested as well as talking about possible barriers to success.

### 3. Election of 2016 KCD Advisory Committee Chair & Vice Chair

**Facilitator Shawn Bunney** asked for nominations for Chair and Vice Chair for 2016-2018. **Nancy Tosta** nominated **John Stokes** as Chair and **Jim Berger** as Vice Chair, **Dick Ryon** seconded. Dick Ryon noted the Committee's appreciation of the work done by John and Jim during their previous tenure. John Stokes and Jim Berger's re-election was unanimously approved.

## 4. Member Jurisdiction Grant Report

**Facilitator Shawn Bunney** reminded the Committee that the ILA between the District and the County required a streamlining of the member jurisdiction application and a regular reporting update of the member jurisdiction grant program.

KCD Member Jurisdiction Grant Manager, **Jessica Saavedra**, briefed the Committee on the changes to the member jurisdiction application (streamlined application, removed redundancy, budget is in Excel) noting that Cities have responded positively to the improvements. \$1.2 million was directed to 35 cities in 2015 and member jurisdiction grant money available to cities is based on the number of parcels and can be accessed by city departments, community organizations, tribes or non profits within the city limits (with city approval). Sample projects were cited from Bellevue, Burien, Kent and Carnation.

## 5. Administrative Matters

- a. KCD Executive Director Hiring Process – KCD Board of Supervisor Chair, **Dick Ryon** told the Committee that a job description has been developed and will soon be posted in a search for a new Executive Director. He noted that the Advisory Committee will be called upon to help with selecting the first cut of +/- two dozen ideal candidates from the 100+ resumes expected.
- b. 2016 Program of Work Transmittal Recap-**Facilitator Shawn Bunney** reminded the Committee that the 2016 Program of Work and Rates & Charges Budget was approved by the KCD Board of Supervisors in December and transmitted to the King County Council in late December. Due to time constraints, the Program of Work was presented to the Advisory Committee for recommendation to the KCD Board at the November Executive Committee meeting. Bunney reiterated that there were no substantive changes from the 2015 Program of Work and asked the full Committee if there were any policy issues that needed revisited. There was no call for discussion or questions.
- c. Regional Food System Grant Update-KCD Program Manager, **Josh Monaghan**, reminded the Committee that the KCD Board approved \$663,000 in Regional Food System Grants based on the Advisory Committee's recommendations and that his staff was in the midst of finalizing grant contracts and preparing for the 2016 grant round. Noting that the Committee had had a few policy requests going forward (including the need for feedback on the process and a stronger equity and social justice component embedded into the grant application), Monaghan shared that a survey had been conducted with a 50% response rate from applicants and reviewers. The results were generally positive and showed that folks wanted to see 1) more clarity in the grant goals, 2) improvement in the Peer Review process and 3) a Final Review.
- d. Equity and Social Justice Working Group Formation-KCD Community Engagement Manager, **Deirdre Grace**, announced that an Equity and Social Justice Working Group would be forming to help direct improvements in embedding equity and social justice guidelines for all of KCD programs and services. She asked that anyone interested in participating contact her at [deirdre.grace@kingcd.org](mailto:deirdre.grace@kingcd.org). This Working Group would likely meet 4 times over the year and help determine the best way to ensure that all communities are being served.

Meeting Adjourned