

KING CONSERVATION DISTRICT

Board of Supervisors  
Meeting Minutes

February 15th, 2022

1 **Supervisors Present:** Kirstin Haugen – Chair, Chris Porter – Vice Chair, Bill Knutsen –  
2 Supervisor, Brittney Bush Bollay – Supervisor, Burr Mosby – Supervisor

3 **Guests Present:** Jean Fike – WSCC, Alan Chapman – WACD, Carmela Ennis –  
4 King County Council, Jeff Schibel –LCCD

5 **Staff Present:** Lorna Miss, Jessica Saavedra, Elizabeth Clark, Kathryn Lewis, Rosa Méndez-  
6 Perez, Carrie King, Mark Dostal, Jessica Saavedra, Nikki Wolf, Erin Reed, Queniya Lassiter,  
7 Jason Saura

8 **Preliminary Matters:**

9 Chair Haugen called the meeting to order at 5:00 PM. All attendees introduced themselves.

10 Chair Haugen asked for any additions or corrections to the agenda.

11 Amendment: Advisory Committee Chair and Vice Chair will attend the March Board  
12 Meeting.

13 **Porter moved; Mosby seconded, passed unanimously a motion to approve the amended**  
14 **agenda ( 5 ayes, 0 nays).**

15 **Bush-Bollay moved; Porter seconded, passed unanimously a motion to approve the**  
16 **consent agenda (5 ayes, 0 nays).**

17 **Public Comment:** There was no public comment.

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19 Rosa Méndez-Perez introduced Queniya Lassiter, the new Human Resources Consultant.  
20 Rosa also introduced newest KCD member Jason Saura to the forestry program.

21 **Reports:**

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23 Executive Director Méndez-Perez provided a monthly report to the Board. A detailed letter  
24 was provided in the Board packet.

25 Porter announced that the second vaccination clinic will be held at the KCD office tomorrow,  
26 February 16th, 2:00 PM – 6:00 PM. The clinic is open to the public.

27 Haugen indicated that Board evaluations will be happening soon.

28 Jessica Saavedra and Nikki Wolf provided an update for WFSE, including quarterly union  
29 and management meetings and union involvement with the current hiring and budgeting

30 processes. The WFSE bargaining team is Wolf, Saavedra, and Mike Lasecki. Discussion of  
31 the mandatory vaccine policy is underway.

32 **Bush-Bollay moved; Mosby seconded, passed unanimously a motion to approve the**  
33 **appointment of Sarah Reyneveld as Urban Resident to the Advisory Committee (5**  
34 **ayes, 0 nays).**

35 **Finance:**

36 Erin Reed presented the December 2021 financials and check register.

37 **Knutsen moved; Mosby seconded, passed unanimously a motion to approve the check**  
38 **register for December 2021(5 ayes, 0 nays).**

39 **Mosby moved; Porter seconded, passed unanimously a motion to approve the**  
40 **financials for December 2021(5 ayes, 0 nays).**

41 Kathryn Lewis presented AI 22-006 2022 Budget Amendment #2.

42 **Bush-Bollay moved; Porter seconded, passed unanimously a motion to approve AI 22-**  
43 **006 2022 Budget Amendment #2 (5 ayes, 0 nays).**

44 Lewis presented AI 22-007 Proposed Draft Accounts Payable Policy for first reading.

45 **Presentations:**

46 Lewis gave a presentation on implementing the new accounting system.

47 **New Business:**

48 Embleton was unable to attend meeting. RFS Strategic Initiative Grant Proposal from  
49 KCDNRP will be moved to the next Board Meeting.

50 ***Unfinished Business:***

51 **Bush-Bollay moved; Porter seconded, passed unanimously a motion to approve the**  
52 **appointment of Supervisor Burr Mosby and Supervisor Chris Porter to the KCD Staff LIP**  
53 **Policy Review Subcommittee (5 ayes, 0 nays).**

54 Queniya Lassiter, new Human Resources Consultant, introduced herself to the Board.

55 Mark Dostal gave an update on the 2022 Board election. King County Elections is  
56 anticipating over 10,000 votes cast. Preliminary results were sent to the candidates. Kirstin  
57 Haugen is the projected winter.

58 There was no more business before the Board.

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Mosby moved; Porter seconded, passed unanimously a motion to adjourn the meeting at 6:16 PM (5 ayes, 0 nays).

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3/28/22

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Authorized Signature

Date

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### Summary of Motions

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Porter moved; Mosby seconded, passed unanimously a motion to approve the amended agenda ( 5 ayes, 0 nays).

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Bush-Bollay moved; Porter seconded, passed unanimously a motion to approve the consent agenda (5 ayes, 0 nays).

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Bush-Bollay moved; Mosby seconded, passed unanimously a motion to approve the appointment of Sarah Reyneveld as Urban Resident to the Advisory Committee (5 ayes, 0 nays).

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Knutsen moved; Mosby seconded, passed unanimously a motion to approve the check register for December 2021(5 ayes, 0 nays).

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Mosby moved; Porter seconded, passed unanimously a motion to approve the financials for December 2021(5 ayes, 0 nays).

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Bush-Bollay moved; Porter seconded, passed unanimously a motion to approve AI 22-006 2022 Budget Amendment #2 (5 ayes, 0 nays).

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Bush-Bollay moved; Porter seconded, passed unanimously a motion to approve the appointment of Supervisor Burr Mosby and Supervisor Chris Porter to the KCD Staff LIP Policy Review Subcommittee (5 ayes, 0 nays).

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Mosby moved; Porter seconded, passed unanimously a motion to adjourn the meeting at 6:16 PM (5 ayes, 0 nays).

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