

KING CONSERVATION DISTRICT

Board of Supervisors  
Meeting Minutes

March 14th, 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, Brenda Fincher – Advisory Chair, Mike Lufkin – Advisory  
5 Vice Chair, Sam – Garden Cycles

6 **Staff Present:** Lorna Miss, Kathryn Lewis, Rosa Méndez-Perez, Carrie King, Mark Dostal,  
7 Jessica Saavedra, Nikki Wolf, Erin Reed, Queniya Lassiter, Mary Embleton, Laura Redmond,  
8 Matt Axe, Ashley Allan, Ellen Arnstein, Zach Bergen, Debbie Meisinger, Elizabeth Clark

9 **Preliminary Matters:**

10 Chair Haugen called the meeting to order at 5:01 PM. All attendees introduced themselves.

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

12 WFSE will not have a report this evening.

13 **Bush Bollay moved; Mosby seconded, passed unanimously a motion to approve the**  
14 **amended agenda (4 ayes, 0 nays).**

15 **Knutsen moved; Mosby seconded, passed unanimously a motion to approve the**  
16 **consent agenda (4 ayes, 0 nays).**

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

18 **Reports:**

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

22 **Advisory Committee:**

23 Chair Haugen introduced Kent City Councilmember Brenda Fincher, Advisory Committee  
24 Chair, and Mike Lufkin, Advisory Committee Vice Chair. Fincher and Lufkin discussed the  
25 work of the Advisory Committee. Chair Haugen mentioned that all Advisory Committee  
26 meetings are open to the public. The next meeting will be held on Wednesday, April 12<sup>h</sup>.

27 Mark Dostal proposed seating Tahmina Martelly as the Advisory Committee Urban Resident  
28 Alternate.

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29 **Knutsen moved; Porter seconded, passed unanimously a motion to approve the**  
30 **appointment of Tahmina Martelly as the Advisory Committee Urban Resident Alternate**  
31 **(5 ayes, 0 nays).**

32 **Presentations:**

33 Mark Dostal gave a final report for the 2022 Election (report attached).

34 Debbie Meisinger gave a presentation on Riparian Habitat Stewardship programs and  
35 services.

36 **Finance:**

37 Erin Reed presented the January 2022 financials and check register.

38 **Porter moved; Knutsen seconded, passed unanimously a motion to approve the check**  
39 **register and financials for January 2022 (5 ayes, 0 nays).**

40 Méndez-Perez presented AI 22-010: CD-Calc Financial Services Contract Amendment.

41 **Mosby moved; Bush-Bollay seconded, passed unanimously a motion to approve AI 22-**  
42 **010: CD-Calc Financial Services Contract Amendment (5 ayes, 0 nays).**

43 Kathryn Lewis gave an update on the Financial System Improvements.

44 Lewis also provided an update on the Comprehensive Fiscal Policy.

45 **New Business:**

46 Laura Redmond presented AI 22-012: LIP Cost-share Rate Inflation Adjustment.

47 Kathryn Lewis presented AI 22-013: Compensation & Classification Study Contract for  
48 consideration.

49 **Mosby moved; Bush-Bollay seconded, passed unanimously a motion to approve AI 22-**  
50 **013: Compensation & Classification Study Contract (5 ayes, 0 nays).**

51 Méndez-Perez gave an update on the DEI and Strategic Planning Consultant. Review of  
52 proposals is still underway.

53 Matt Axe presented AI 22-015: Setting Wildfire Cost-Share Rates for consideration.

54 **Mosby moved; Bush-Bollay seconded, passed unanimously a motion to approve AI 22-**  
55 **015: Setting Wildfire Cost-Share Rates (5 ayes, 0 nays).**

56 Lewis presented AI 22-016: JL Lassiter Human Resources Services Contract and introduced  
57 Queniya Lassiter, the new Contract Human Resources Director.

58 **Porter moved; Mosby seconded, passed unanimously a motion to approve AI 22-016:**  
59 **JL Lassiter Human Resources Services Contract (5 ayes, 0 nays).**

60 Mary Embleton gave a presentation on AI 22-017: RFS Strategic Initiative Grant Proposal.

61 **Knutsen moved; Mosby seconded, passed unanimously a motion to approve AI 22-**  
62 **017: RFS Strategic Initiative Grant Proposal (5 ayes, 0 nays).**

63 Chair Haugen gave an update on the upcoming KCD Board retreat, which will take place on  
64 March 25<sup>th</sup>, 2022, via Zoom. She requested the Board complete the Board Assessment by  
65 March 22<sup>nd</sup>.

66 There was no more business before the Board.

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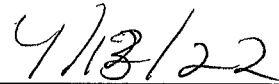
68 **Bush-Bollay moved; Knutsen seconded, passed unanimously a motion to adjourn the**  
69 **meeting at 7:24 PM (5 ayes, 0 nays).**

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73 Authorized Signature

Date

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### Summary of Motions

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