



MINUTES:

All minutes are draft until approved at the next meeting

Commission Board Training

Washington State Parks and Recreation Commission
January 23, 2024
WSPRC HQ, 1111 Israel Rd, Olympia, WA 98504

Public Comment: This is a board training for the Commission. The public is invited but no public comment will be taken. No decisions will be made by the Commission at the planning meeting. Please note that this is an **in-person** meeting only.

8:46 a.m. CALL MEETING TO ORDER:

- Attendees
 - Chair Ken Bounds, Vice Chair Sophia Danenberg, Holly Williams, Michael Latimer, and Scott Merriman
 - *Virtual:* Laurie Connelly
 - *Absent:* Ali Raad
 - Director Diana Dupuis, Deputy Director Mike Sternback, and Executive Assistant Becki Ellison

8:47 a.m. TRAINING

4:45 p.m. ADJOURN

Commission Work Session Agenda

Washington State Parks and Recreation Commission

January 24, 2024
Labor & Industries, 7273 Linderson Way SW, Tumwater, WA 98501

Commissioners: Chair Ken Bounds, Vice Chair Sophia Danenberg, Secretary Laurie Connelly, Michael Latimer, Holly Williams, Scott Merriman, and Ali Raad
Director: Diana Dupuis

The Washington State Parks and Recreation Commission will be holding their regularly scheduled commission work session on January 24, 2024. Please note that this is a hybrid meeting, you are welcome to attend in-person or online. We ask for patience as we navigate these hybrid meetings and want to remind you that attending in-person will be the most reliable option at this time.

You may participate remotely by [listening and/or watching](#) using the following link:

Watch the meeting on TVW:

<https://www.tvw.org/watch/?eventID=2024011002>

You can find the agenda and presentations on our website: <https://parks.wa.gov/about/strategic-planning-projects-public-input/parks-commission/commission-meetings-agendas>

Public Comment: This is a work session between staff and the Commission. The public is invited to attend, but no public comment will be taken. No decisions will be made by the Commission at the work session.

Time: Opening session will begin as shown; all other times are approximate.

9:01 a.m. CALL TO ORDER – Sophia Danenberg, Commission Vice Chair

- Call of the Roll
 - Vice Chair Sophia Danenberg, Chair Ken Bounds, Holly Williams, Michael Latimer, and Scott Merriman
 - *Attending virtually:* Secretary Laurie Connelly
 - *Absent:* Ali Raad
- Introduction of Staff
 - Director Diana Dupuis, Deputy Director Mike Sternback, Administrative Services Director Laura Holmes, Operations Director Jon Crimmins, Stewardship Director Lisa Lantz, Parks Development Director Heather Saunders, Policy & Governmental Affairs Director Owen Rowe, Human Resources Director Amber Erdahl, Equity & Inclusion Director Janette Chien, Communications Director Clare DeLong, and Executive Assistant Becki Ellison
 - Assistant Attorney General Andy Woo
- Changes to agenda - *None*
- Logistics

9:05 a.m. 2024 COMMISSION PRIORITIES – Diana Dupuis, Director

- The presentation will provide the Commission with an update to the Commission’s priorities with defined goals for the remainder of the 23-25 biennium.

9:40 a.m. 2025/2027 COMMISSION PRIORITIES – Diana Dupuis, Director and Commissioners

- This item is a discussion between the Commission and executive staff to determine priorities that will help define the 25-27 biennial budget ask and division work plans.

10:58 a.m. BREAK

11:15 a.m. FORT WORDEN PUBLIC DEVELOPMENT AUTHORITY UPDATE – Mike Sternback, Deputy Director; Celeste Tell, Executive Director Fort Worden Public Development Authority; and David King, Board Chair Fort Worden Public Development Authority

- This presentation will give the Commission an update from the Fort Worden Public Development Authority regarding the lease of the Fort Worden campus and current planning efforts.

12:20 p.m. LUNCH

1:02 p.m. HUMAN RESOURCES UPDATE – Amber Erdahl, Human Resources Director

- This presentation will update the Commission on Washington State Parks and Recreation Workforce Data.

1:39 p.m. PARTNERS AND STRATEGIC INITIATIVES – Licia Sahagun, Partnership Program Manager

- This presentation will provide the Commission with an update on the status of the Partners and Strategic Initiatives Program, including projects such as the development of Nisqually State Park.

Vice Chair Danenberg: The Commission will enter into executive session at 2:20 p.m. to discuss potential litigation with the Commission’s assigned legal counsel pursuant to RCW 42.30.110(1)(i). The Commission will be in executive session until 3:00 pm. No action will be taken during the executive session. The Commission will reconvene in open session after the conclusion of the executive session.

2:11 p.m. BREAK

3:02 p.m. TOPTANA DISCUSSION – Owen Rowe, Policy & Governmental Affairs Director and Tyson E. Johnston, Self-Governance Executive Director, Quinault Indian Nation

- This presentation will provide the Commission with information on a broadband project that the Quinault Indian Nation is developing that would require a fiber optic cable beneath the Seashore Conservation Area and agreements with State Parks and the Department of Natural Resources.

3:25 p.m. EXECUTIVE SESSION

Vice Chair Danenberg: The Commission will enter into executive session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee and discuss potential litigation with the Commission’s assigned legal counsel pursuant to RCW 42.30.110(1)(i). The Commission will be in executive session until 4:30 pm. No action will be taken during the executive session. The Commission will reconvene in open session after the conclusion of the executive session.

Vice Chair Danenberg: Extended until 5:15 pm

5:15 p.m. ADJOURN

Commission Meeting Agenda

Washington State Parks and Recreation Commission

January 25, 2024

Labor & Industries, 7273 Linderson Way SW, Tumwater, WA 98501

Commissioners: Chair Ken Bounds, Vice Chair Sophia Danenberg, Secretary Laurie Connelly, Michael Latimer, Scott Merriman, Holly Williams, and Ali Raad
Director: Diana Dupuis

The Washington State Parks and Recreation Commission will be holding their regularly scheduled commission meeting in-person on January 25, 2024. In order to enter the building, the public must not exhibit symptoms of the COVID-19 and will be required to comply with current state law around personal protective equipment. Please note that this is a hybrid meeting, you are welcome to attend in-person or online. We ask for patience as we navigate these hybrid meetings and want to remind you that attending in-person will be the most reliable option at this time.

You may participate remotely by listening and/or watching using the following link:

Watch the meeting on TVW:

<https://www.tvw.org/watch/?eventID=2024011003>

Time: Opening session will begin as shown; all other times are approximate.

Order of Presentation: In general, each agenda item will include a presentation followed by Commission discussion and then public comment. The Commission makes decisions following the public comment portion of the agenda.

In-Person Public Comment:

We will be accepting in-person oral public comment at the meeting. If you wish to comment at a meeting, please fill out a comment card and provide it to staff at the sign in table. The Chair will call you up to the front at the appropriate time.

Virtual Public Comment:

Virtual public comment will be accepted for our public meeting. To provide virtual comment you will need to be able to join the Attendee Web link from your computer (no phone option available). **Pre-registration is required.** To register email commission@parks.wa.gov by 5 pm on January 19th. Please provide the name you will be logging in under, contact phone number as well as the agenda item or general topic you will be speaking on. You will receive an email by noon on January 23rd with specific instructions around virtual testimony.

Written Public Comment:

Written public comment will be accepted for all agenda items until 5 p.m. on January 19th by email or mail. Any comments received after the cutoff will be given to the commission before its next meeting.

Email: Commission@parks.wa.gov

Mail: WSPRC, Attn: Becki Ellison, PO Box 42650, Olympia, WA 98504.

You can find the agenda, agenda items and presentations on our website.

<https://parks.wa.gov/about/strategic-planning-projects-public-input/parks-commission/commission-meetings-agendas>

The meeting minutes and recording will be loaded within one week after the meeting.

9:00 a.m. CALL TO ORDER – Ken Bounds, Commission Chair

- Flag Salute, Sue Powell, IT Services
- Call of the Roll
 - Chair Ken Bounds, Vice Chair Sophia Danenberg, Holly Williams, Michael Latimer, and Scott Merriman
 - *Attending virtually*: Secretary Laurie Connelly
 - *Absent*: Ali Raad
- Introduction of Staff
 - Director Diana Dupuis, Deputy Director Mike Sternback, Administrative Services Director Laura Holmes, Operations Director Jon Crimmins, Stewardship Director Lisa Lantz, Parks Development Director Heather Saunders, Policy & Governmental Affairs Director Owen Rowe, Human Resources Director Amber Erdahl, Tribal Relations Director Jenna Bowman, Diversity, Equity & Inclusion Director Janette Chien, and Executive Assistant Becki Ellison
 - *Attending Virtually*: Communications Director Clare DeLong
 - Assistant Attorney General Andy Woo
- Indigenous Land Acknowledgement Statement
 - We humbly acknowledge the Nisqually Indian Tribe as we gather on their ancestral lands. We would like to take a moment to acknowledge the importance of these lands and the original stewards of them. We do this to reaffirm our commitment and responsibility in improving relationships between nations and to improving our own understanding of local Indigenous people and the culture.
- Recognition of State, Tribal and Local Officials
- Welcome new Commissioner Scott Merriman
- Changes to the Agenda
 - Approval of the Agenda
 - Move Item E-3 Legislative update to 9:10 a.m. Move item E-5 to after Item E-2 in the afternoon. End the day with Item E-4.
 - **Motion by** Sophia Danenberg to approve the agenda as amended. Second by Scott Merrian.
Approved unanimously as amended.
- Logistics

- Approval of minutes of previous meetings
 - October 18,19, 2023 – Work Session/Commission Meeting, Winthrop
 - November 15, 2023 – Commission Meeting - Virtual
 - December 6, 7, 2023 – Planning Meeting, Tulalip
 - **Motion by** Michael Latimer to approve the minutes as presented. Second by Holly Williams. **Approved unanimously as presented.**

9:05 a.m. VIRTUAL PUBLIC COMMENT – *general public comment and items on the agenda* - NONE

9:05 a.m. REPORT

Item E-3: Legislative Update

This item provides the Washington State Parks and Recreation Commission with an overview and update of the 2024 legislative session.

PUBLIC COMMENT:

ACTION:

Report only, no action taken

9:39 a.m. GENERAL PUBLIC COMMENTS – *Items not on the agenda*

- In-person public comments only
 - *None*

9:39 a.m. COMMISSIONER REPORTS

9:53 a.m. COMMISSION COMMITTEE REPORTS

- Real Estate
- Legislative
- Budget
- Executive

9:58 a.m. DIRECTOR REPORT

10:06 a.m. PRE-ARRANGED SPEAKERS

- Mountains to Sound Greenway - Tor Bell and Amy Brockhaus

10:20 a.m. REPORT

Item E-2: Financial Update

This item reports to the Washington State Parks and Recreation Commission on 1) 2023-25 biennium operating and capital budget expenditures, 2) Parks Renewal and Stewardship Account (PRSA) revenue, 3) 2024 Supplemental Requests (Operating and Capital), and 4) the 2025-27 Budget Development.

PUBLIC COMMENT: None

ACTION:

Report only, no action taken

10:33 a.m. BREAK

10:52 a.m. RECOGNITION

- Gold Stars
 - Megan Morris – Visitor Recognition – Building relationships with the preschool and having kids excited to see you. They have called the reestablished trail “Megan’s Trail”.
 - Al Brummitt – Being a supportive and dedicated mentor in the trades. Al’s ability to teach different learning styles has fostered meaningful work experience for maintenance staff in the Kitsap Area. Al empowers the combination of guidance, advocating our strengths, and allowing us to learn from our mistakes.
 - Brinn Marri- Outstanding achievement in managing the first year of State Parks’ Cultural Resources Protection Campaign and drafting all the material that will make this a success on a statewide level.
- Service Pins
 - Lena Shedd, 25 years
 - Jon Crimmins, 25 years
 - Bryan Alexander 30 years
- Recognizing former Commissioner Mark O. Brown

12:30 p.m. LUNCH

1:18 p.m. OTHER BUSINESS

- Election of Officers for 2024
 - **Motion** by Michael Latimer to approve the election of the 2024 officers. Second by Holly Williams.
Approved unanimously as requested.
 - Sophia Danenberg, Chair
 - Laurie Connelly, Vice Chair
 - Holly Williams, Secretary
 - Transfer of the gavel to the 2024 Commission Chair
 - Recognition of 2023 Commission Chair Ken Bounds
 - Outgoing Chair Ken Bounds received a token of appreciation and recognition as the 2023 Chair from Michael Latimer on behalf of the Commission.

- Commission Committee Assignments

Budget Committee Additional Responsibilities

Acting as an ad-hoc Policy Committee, the Budget Committee will propose and, with Commission concurrence, implement follow-up actions from the facilitated strategic workshops in December 2023 and January 2024 and any other related activities the Commission delegates to the Committee. This Committee is envisioned to be Commission-led, possibly with a Committee Chair chosen by the members. (Staff support will primarily be needed to coordinate meetings, distribute documents, research, and provide existing information, etc.) Some possible activities based on discussions at the December 2023 facilitated strategic workshop might include:

- Review and update of Commission Handbook
- Review of relevant RCWs and WACs
- Consideration of new Commissioner orientation or mentor system
- Review of Commission overviews and descriptions in other government documents and websites (e.g., Governor Boards and Commissions descriptions)

- Budget/Policy Committee

- Laurie Connelly
- Holly Williams
- Scott Merriman

- Real Estate

- Michael Latimer
- Ken Bounds
- Ali Raad

- Legislative/Equity

- Ken Bounds
- Scott Merriman
- Sophia Danenberg

- Other Assignments

- Liaison to the Washington Parks Foundation - Ali Raad
- Liaison to the Fort Worden Public Development Authority - Michael Latimer

- **Motion** by Ken Bounds to approve the selection of committee assignments. Second by Michael Latimer. Approved unanimously as presented.

1:32 p.m. REQUESTED ACTION

Item E-1: 2024 Director's Performance Agreement and 2023 Performance Evaluation- Requested Action

This item asks the Washington State Parks and Recreation Commission to adopt the 2024 Director's Performance Agreement which includes the 2024-2025 Commission Priorities. It also asks the Commission to document their conclusion that the Director performed satisfactorily in 2023, and that a meaningful evaluation process was used to reach this conclusion.

REQUESTED ACTION FROM COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Record their satisfaction with the Director's 2023 performance, and that a meaningful evaluation process was used.
2. Adopt the 2024 Director's Performance Agreement and 2024 Commission Priorities as presented in Appendix 1.

PUBLIC COMMENT: None

ACTION:

Motion to amend the requested action by Ken Bounds:

1. Record their satisfaction with the Director's 2023 performance, and that a meaningful evaluation process was used.
2. Authorize the Human Resources Director to take all necessary steps to seek approval from the Governor's Office, pursuant to RCW 79a.05.070 (8), for a salary increase for the State Parks Director. This request is based on our recognition of Director Dupuis' performance in the past year.
3. Adopt the 2024 Director's Performance Agreement and 2024 Commission Priorities as presented in Appendix 1.

Second by Michael Latimer. Amended **motion passed unanimously.**

1:42 p.m. REQUESTED ACTION

Item E-5: 2025-2027 Grant Requests

This item asks the Washington State Parks and Recreation Commission (Commission) to approve a list of acquisition, development, and restoration grants administered through the Washington State Recreation and Conservation Office (RCO).

REQUESTED ACTION OF COMMISSION: That the Washington State Parks and Recreation Commission:

1. Authorize the Director or designee to seek funding from the Recreation and Conservation Office in the 2025-2027 biennium for the projects listed in Appendix 7.
2. Authorize the Director or designee to defer applications for specific projects or pursue funding for projects through other grant categories if needed.
3. Authorize the Director or designee to make necessary project scope and cost changes as applications are prepared.
4. Authorize the Director or designee to substitute projects in the alternates list in Appendix 7 for others that are found to be infeasible through the detailed scoping process.

PUBLIC COMMENT: None

ACTION:

Motion by Michael Latimer to approve the staff recommendation as proposed in the Requested Action above. Second by Laurie Connelly. **Motion passed unanimously.**

- Commissioner Scott Merriman was absent for the vote/presentation of this item only.

2:05 p.m. REPORT

Item E-4: Interagency-Tribal Recreation Impacts Management

This item provides the Washington State Parks and Recreation Commission an overview of the interagency effort of the Department of Natural Resources, Department of Fish and Wildlife, Governor’s Office of Indian Affairs, and State Parks to engage with the 31 federally recognized tribes with territories in Washington to co-develop systems to improve management of recreation impacts on natural and cultural resources and protect tribal rights on state lands.

PUBLIC COMMENT: None

ACTION:

Report only, no action taken

3:25 p.m. BREAK

3:30 p.m. REPORT - continued

Item E-4: Interagency-Tribal Recreation Impacts Management

4:00 p.m. ADJOURN

A recording is retained by WSPRC as the formal record of meeting. The recording is accessible on the park’s website approximately one week after the meeting - <https://parks.wa.gov/about/strategic-planning-projects-public-input/parks-commission/commission-meetings-agendas>

The services, programs, and activities of the Washington State Parks and Recreation Commission are covered by the Americans with Disabilities Act (ADA). If you need special accommodations to participate in this meeting, please contact the commission assistant Becki Ellison at (360) 902-8502 or becki.ellison@parks.wa.gov. Accommodation requests should be received at least five business days prior to the meeting to ensure availability. Please provide 7-day notice for requests to receive information in an alternative format and for ASL/ESL interpretation requests.