



**Management Coordination Committee (MCC) Meeting Minutes  
January 18, 2022**

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**ATTENDANCE**

**MCC Members:**

- Darrell Rodgers, PH SKC, MCC Chair
- Susan Fife-Ferris, SPU, MCC Vice-Chair
- Jeff Gaisford, KC SWD
- Joan Lee, KC WLRD
- Corina Pfeil, SCA, City of Kenmore

**Other Attendees:**

Maythia Airhart, KC WLRD	Minty LongEarth, PH SKC	Emmanuel Rivera, KC WLRD
Mohamed Ali, KC WLRD	Tracee Mayfield, PH SKC	Linda Van Hooser, PH SKC
Monica Ayers, PH SKC	Kazia Mermel, SCA	Dave Ward, KC WLRD
Joy Carpine-Cazzanti, PH SKC	Michell Mouton, KC SW	Steve Whittaker, PH SKC
Alice Chapman, KC WLRD	Jose Ochoa, KC SW	Charles Wu, KC WLRD
Ashley Evans, SPU	Kristin Pace, PH SKC	Madelaine Yun, PH SKC
Ryan Kellogg, PH SKC	Lynda Ransley, SPU	

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**GENERAL BUSINESS**

**MCC Minutes**

MCC reviewed and approved the October 19, 2021, meeting minutes without revisions.

**Introductions and Announcements**

Councilmember Corina Pfeil was introduced as the new Sound Cities Association representative to the MCC, followed by general introductions by all attendees.

**DISCUSSION ITEMS**

**Racial Equity Feature**

Minty facilitated reflections by recent attendees of the Undoing Institutional Racism training. The Program has now completed four sessions of this training, provided through the People's Institute for Survival and Beyond. Required for all staff in the Program, the training was also offered to MCC members and partner staff who work closely with the Program. Facilitated race-based caucusing will follow in early 2022.

The Program will also be updating its Racial Equity Implementation Plan this year.

**2022 Work Plan**

Kristin Pace and Madelaine Yun reviewed the 2022 Work Plan and associated spending plan. Discussion included questions about the relationship to 2023-24 budget development, examples of Program-wide initiatives, accessibility of services, opportunities for internships, and the anticipated SPU vacancy later in the year.

DECISION: MCC unanimously approved the 2022 Work Plan, which included the spending plan.

## **2022 Market Research**

Jose provided an overview (with PowerPoint) of market research the Communications Team will be conducting with a consultant this year. The research will update and fill in gaps from prior research, provide baseline data, including demographic and psychographics and explore residential and business ratepayer profiles. Research will include both quantitative and qualitative elements and be conducted in English and Spanish. Discussion included questions about budget, other languages, relationship to Language Access Plan(s) and the Program's pending Communications Community Work Group, alignment with Results-Based Accountability, and potential follow-up research.

## **UPDATES**

### **Director's Report**

Lynda presented the January Director's Report highlighting current areas of interest to MCC, including the Look-Ahead calendar for the coming months. She will bring a more detailed annual calendar to MCC in February. The Director's Report also included written updates and an opportunity for questions related to the current state legislative session, and Program activities related to PFAS and lead in cookware.

## **RECOGNITION**

### **Jeff Gaisford**

MCC members and staff honored and thanked Jeff Gaisford for his 25 years of service to the Hazardous Waste Management Program. This was Jeff's final meeting prior to retirement. The recognition included a video compilation of photos and quotes.

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**Next Meeting:** February 15, 2022, 10 a.m.-noon, teleconference