CITY OF ISSAQUAH
Environmental Board

6:30 PM Virtual Meeting
January 13, 2021

MINUTES

BOARD AND ADMINISTRATIVE PERSONNEL PRESENT

Alternate Meeting Format: On March 6, 2020 the Mayor declared a civil emergency due to the outbreak of novel coronavirus (COVID-19). On March 24, 2020 the Governor issued Proclamation 20-28 relating to the COVID-19 emergency and open public meetings. The proclamation has been extended. Due to these factors, the meeting was held using a remote meeting platform.

Board members:
Jamie Finch
Dani Madden*
Don McQuilliams
Rishi Hazra*
Cameron Fisher
Lara Lebeiko
Nancy Davidson
Dan Hintz
Anne Newcomb

Janet Wall, Alternate
Tom Anderson, Alternate
Surya Bollapragada*, Alternate

*Youth/young adult members.

Administration/Staff:
Megan Curtis Murphy, Senior Sustainability Coordinator
Liepa Braciulyte, Sustainability Intern

CALL TO ORDER

CURTIS-MURPHY called the meeting to order at 6:31 PM.

CURTIS MURPHY will serve as Acting Chair until the next meeting when the Chair and Vice Chair will be confirmed.

AGENDA ITEMS

a) **Mayor's Introduction, (I)**
Presented by:
Mayor Mary Lou Pauly
MAYOR PAULY welcomed the new board to their first meeting, recognizing the many tasks the City has planned for sustainability in the coming years. The City has many guiding documents that need updating, starting with the Land Use Code and Building code, which the Board will help with.

b) **Meeting Overview, (I)**
Presented by:
Megan Curtis-Murphy, Staff Liaison

CURTIS-MURPHY gave an overview of the meeting, which will include the roles of the Environmental Board positions, Board workplan and content, and rules and regulations of the Board.

c) **Board Member Introductions, (I)**
All meeting attendees introduced themselves to the group.

d) **Open Government Training, (I)**
Presented by:
Tina Eggers, City Clerk

EGGERS presented about the Open Public Meetings Act (OPMA), namely, that: meetings are open to the public with few exceptions, the distinctions between Regular versus Special meetings, the importance of having a quorum, and the penalties for not following OPMA regulations. Next, EGGERS spoke about the Public Records Act and Issaquah Code of Ethics. All members must submit an online acknowledgement form at issaquahwa.gov/ethics.

e) **Board Overview and Workplan, (I)**
Presented by:
Megan Curtis-Murphy, Staff Liaison

CURTIS-MURPHY gave an overview of Issaquah, the Office of Sustainability, and the Board purpose and responsibilities. She also explained a sample flow of work and the expected Board's workplan for the coming year.

f) **Rules & Regulations Overview, (D)**
Presented by:
Tina Eggers, City Clerk
Tisha Gieser, Deputy City Clerk

GIESER presented Issaquah Municipal Code laws pertinent to the Board, including Parliamentary Authority, duties of Board officers, importance of the quorum, and the role of alternates. She also explained debate and voting protocol, how to make motions, and other meeting actions.

OTHER BUSINESS / ANNOUNCEMENTS

a) The next meeting is scheduled for Jan. 27, 2021.

ADJOURNMENT

The meeting was adjourned at 8:23 PM.