

**CITY OF ISSAQUAH**  
**Sister Cities Commission**

6:30 PM  
April 17, 2023

**MINUTES**

Steelhead Room  
235 1st Ave. SE

**COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT**

*Commissioners:*

Emily Royce  
John Girt  
Ryan Opitz  
Shari Gehrke  
Stephanie Angula

*Youth Board Representative:*

Sanvi Madan

*Administrative Staff:*

Tina Eggers, Chief of Staff

**CALL TO ORDER**

The meeting was called to order at 6:38 PM.

**APPROVAL OF MINUTES**

- a) Minutes of March 15, 2023, (A)

The minutes were APPROVED as presented by unanimous consent.

**AUDIENCE COMMENTS** - None.

**REPORTS**

- a) Youth Board Representative, (I)
- Sanvi reported that the recent elementary school Harry Potter night went well and spoke regarding two upcoming middle school events: 1) Triathlon, 2) Dodgeball & Donuts.
  - Chair Angula is invited to attend the May 2 Youth Advisory Board meeting to share information about the Commission.
- b) YAAS Sub-Committee, (I)
- The Sub-Committee reported that five entries were received -- 3 music, 1 classic, and 1 digital. Chair Angula will send email to entrants on April 18.
  - The Sub-Committee will work with commissioners from Arts and Human Services to assist with judging. Recommend that a rubric be used evaluating "creativity, composition, and interpretation", with scoring. Deadline to submit to Sister Cities International is May 1.
  - Sub-Committee will discuss and determine recognition efforts such as, school outreach, council meeting touchpoint.
- c) Travel Sub-Committee, (I)
- The Sub-Committee reported travel list:  
Ryan, John + Spouse, Tina, Robin, Mohammed + Spouse, Mayor + Spouse.
  - Tentative itinerary Dates Sept 6-16. Arriving in Tangier, Visiting Chefchaouen, then Traveling to Fez, Rabat, Marrakesh, and Departing from Casablanca.
  - Chefchaouen visit will include General Govt meetings, MOU signing, Arts and School Connection. Reunion opportunities where possible.
  - Commissioner Royce will send Ryan Robotics Team 4131 outreach video & info sheet for reference by May 1.

**REGULAR BUSINESS**

- a) Update on Appointments & Onboarding Efforts, (I)
  - Mayor's appoints are before Council this evening for confirmation. Carole Noel, Wendy Pickering and Diana Flemming are appointed as new members. Stephanie Angula and Shari Gehrke are reappointed.
  - Commission desires consistent on-boarding protocols to integrate new people including copies of docs or access to Onedrive, coaching, and access to Chairs. Chief Eggers offered to do a coffee/lunch or meet one on one if needed.
  - Commissioners Girt and Royce agreed to provide feedback from their onboarding process via OneDrive document or Email Chairs.
  - Chief Eggers to add Effective Meetings to the agenda packet going forward.
  
- b) Update on Annual Report, (I)
  - Co-Chairs and Chief Eggers to meet May 3 @ 6PM via MS Teams platform to review/update report.
  
- c) Work Plan Next Steps, (D)
  - Work plan next steps: share overview at upcoming meeting; and schedule for other meetings as appropriate. (Note: continue to look for opportunities to create digital content, such as Morocco trip etc.)

**OTHER BUSINESS / ANNOUNCEMENTS**

- a) None.

**ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at approximately 8:30 PM.