

State Agency CTR Advisory Group

Meeting Notes

Thursday June 23, 2022

10:00 – 11:30 am Teams Meeting

Attendees: Jerrielyn Danielson (DOL), Karen Cowan (ATG), Michael Rathke (ATG), Jeff Coler (HCA), Veronica Jarvis (TRPC), Stacey Brewster (UTC), Guadalupe Canales (DFI), James Hazzard (DOR), Heather Nicole Saladino (WSDOT), Nicole Dumas, Nicole (OFM) Kyle McPherson (IT), Stacy Laney (AGR), Jacob Rain (ECY), Teresa Reno (ECY), Christie Stelzig (WSDOT)

AGENDA ITEMS

1. Welcome and icebreaker

Mike Rathke is replacing Bill Noble due to his retirement, representing the ATG. Welcome Mike!

2. Follow-up on action items –

- Parking Update – Veronica stated there was a new contact for parking and she would look into who it is. Will be a lot of construction happening that will impact the capitol campus. Potential guest for next meeting.
- Links shared in chat:
- <https://des.wa.gov/services/facilities-leasing/capitol-campus/capitol-campus-projects/legislative-campus-modernization>
- <https://des.wa.gov/sites/default/files/public/documents/Facilities/LCM/LCM.pdf?=90c44>

3. Return to office updates (Veronica)

This will remain a standing agenda item for the time being. Changes reported:

- No longer limitations to the number of employees allowed back to the office.
- A lot of agencies moving to hybrid set-ups, some with reservation processes.
- HCA reported they will be moving out of one of their buildings.
- Some agencies reporting that they require employees to come in 3 days per week in order to keep their assigned workspace.
- Some agencies are using the Owl cameras for hybrid meetings. Really cool!

4. Other News:

- There is no current plan to bring The Dash bus back with Intercity Transit.
<https://www.intercitytransit.com/rider-alerts/one-and-dash-remain-cancelled-until-further-notice>
- Veronica to send out meeting invite for ETC in-person recognition gathering in August.
- Reminder for WSRO conference -- <https://wsro.net/event-4701391>

5. Review of new State Agency CTR webpage:

- Reviewed page and individual tabs. Determined that posting 6 months of our minutes would be sufficient with possibility of having archive choice. Looked good!
- Need to update Regional Contractors, Veronica to help with this.
- Still small final changes to make but should be going live in about 2 weeks.
- Reviewed site for CTR sites/ETC's -
<https://trpc.maps.arcgis.com/apps/Solutions/s2.html?appid=df31935b76254b83861ae7b5c2c6c355>
- Reviewed TRPC's page for ETC materials - <https://www.trpc.org/619/Display-Materials>

<p>6. #WeekWithoutDriving Campaign</p> <p>7. Week of September 19th.</p> <p>8. Veronica will be sharing communication with ETC's that can be shared with agency employees.</p> <p>9. Reviewed campaign. Lots of discussion about involving Diversity, Equity and Inclusion groups within individual agencies.</p> <p>10. Veronica investigating potential meeting for ETC's, DEI members and those involved in promoting the event a couple weeks before.</p>
<p>11. Member Applications – Need Original or update</p> <p>12. Shared document showing those who currently have an application (attached). Members to either update or submit new application (attached).</p>
<p>13. Action items, agenda topics for next meeting, and closing comments</p>

Action items

Group will: get back to Christie with future topics and agenda items

Veronica – Checking to see who new parking contact is.

Veronica – Sending out invite for in-person ETC recognition gathering.

Veronica – Checking into potential meeting regarding #WeekWithoutDriving Campaign

All members – review and/or submit updated membership application.