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| Attendees: | | | | | | |
| **X** | Tanyah Williams, WSP - Co-Chair | | **X** | Evelyn Hinken, L&I Retired |  |  |
| **X** | Keri O’Connell, DOR - Co-Chair | |  | Jane Nesbitt, L&I |  |  |
|  | Kathryn McPherson, UTC - Secretary | |  | Shannon Jenkins L&I |  |  |
|  | Kelly Wilson, DSHS – Chief Historian | |  | Roseanne Collins, L&I | **X** | Stephanie Prentice, SOS |
|  | Donna Cole, L&I – Comm back-up | | **X** | Harvey Means, L&I | **X** | Heather Hirotaka, SOS |
| **X** | Art Mead, FTE | |  |  |  |  |
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| **WebEx:** | | [Meeting Link](https://watech.webex.com/watech/j.php?MTID=m34e51a84086b02940728305b46686c28) Meeting Number 177 225 3722 Phone number 415-655-0001 | | | | |
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| **Action Item** | **Assigned To:** | **Date Due:** | **Action Taken:** |
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| **Agenda Items** | | **Lead** | **Informational or Decision Needed?** | ***Summary Meeting Notes*** |
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|  | **Welcome** |  | NA | Welcome members |
|  | January Minutes | Keri | Decision | Reviewed minutes, clarified that meeting frequency will be decided on a month-to-month basis depending on what projects/needs arise. Minutes affirmed. |
|  | FTE | Evelyn | Informational | First article submitted to FTE – thank you to everyone who reviewed and provided feedback.  Missy with Feisty Felines (ITA manager with L&I). This is a charity that Misty started, a track, neuter and release program she is working. Evelyn will interview her and submit the article.  Ask: if you know of anyone who is connected with a charity that Evelyn can interview for an article, please put them in contact with Evelyn. It doesn’t have to be current volunteer work, but how they got involved in an organization they’ve supported in the past, and open the door to how others can get involved. Coming up with a title for the article to keep our TCSC committee in the forefront, such as “TCSC Spotlight” or “TCSC Highlight” to recognize a different employee (not always from L&I,ha!) and a different organization each month.  Evelyn also suggested creating a specific gmail account to use and Keri reminded group that we have one for our TCSC group that she could use. Both Tanyah and Evelyn will need access for recognition campaign.  Art Meads ask for next article are when the next will be and campaign results. |
|  | Updates from SOS | SOS | Informational | Heather shared that it has been very (understatement) busy with losing both Heather and Dawn at the end of 2020. They apologized for not being able to make January’s meeting. But…. Drumroll, here is the good news!  *Candidate update:*  Filled Dawn’s position with a familiar face: Erin Aquino. Wohoo!!! And a big thank you to Dawn who has been coming back to help train Erin. ☺  Also hired program manager position, Robert Lane, who is currently the Director of Student Life at SPSCC. He will start with SOS March 16. Very excited for this hire, very strong candidate pool and he outshined. Feel that this will be a great fit!!! Had HR sit in on second round of interviews and received such positive feedback about him, and his skills to engage with volunteers and charities. He has experience with higher education, and knows this is one of the lower donation groups. Has understanding with how to engage higher education in more of CFD.  Really excited for this team. Heather has always wanted to work with CFD, it is a great place to be! Speaks volumes to the success and all the wonderful contributions from the amazing volunteers!  *IT issues:*  Shared that SOS is aware of some of the technical issues they are experiencing. Their IT department has also had some turn-over recently, and their system is intricate and difficult to use. They thank everyone for patience. They are aware and working to get better.  *Financial information:*  Report provided broken down by limited donations to over-all donations by agencies. Also number of employees and # who give to CFD.  Report total from Jan. 20, 2020 to Jan. 11, 2021. Another drumroll please…. $4.9 for the campaign! This is a VIRTUAL campaign – first time ever, and so impressive how giving Washington continues to be. Ecology alone went up 20%!  Stephanie walked through how to access either the Excell or pdf file, find under “Campaign Tracker”. |
|  | Recognition Event | SOS | Decision | 1 for Rookie of the Year  2 for Volunteer Award  1 for Virtual Campaign  1 for Rose Pellegrin  1 for Outstanding Service & Commitment (team)  0 for Sustained Excellence  Disappointing that not many more were submitted.  State campaign is getting several, but not as many as years before. Discussed extending the event through March 5, and provide pdf forms (DOR not able to access forms link).  Recognition Event will be held March 25, doing an afternoon “sweet treat” delivered to recipient.  Agreed to extend the campaign a week to Feb. 26, update forms to reflect new date and provide as pdf, and have selected recipients to SOS by Mar. 12. We will then determine what the award will be after selected.  Also agreed to have another meeting on next scheduled time, Mar. 10. |
|  | Annual Report & Planning Guide Review | Everyone | Needed | Could not locate the Annual Report for 2019 (we don’t think we did one) and agreed to do one for 2020. Ideas:   * Collaborated for virtual recognition ceremony: certificates and awards * Collaborated on virtual on-line fundraisers (e.g. *Worst Halloween Candy*) * Helped hand-out breakfast to-go boxes for Leadership Breakfast |
|  | Roundtable | Everyone | Sharing |  |
|  | Next Steps and Wrap-Up |  |  |  |
|  | **Next Meeting: March 10, 2021**  <https://us02web.zoom.us/j/84245573058>  Meeting ID: 842 4557 3058  Passcode: CFDTCS1!  One tap mobile  +12532158782 | | | |
|  | **Adjourn** | | | |
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| **Topics for Next Agenda(s)** | **Meeting Date** | **Assigned** | **Action Taken:** |
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