



Strategic Partnership Grants Committee

September 7, 2023

1:00 – 3:00 pm

200 College Street, Room 310

In attendance:

Committee Members:

In person: Amy Russell, Ann Flynn, Cathy Ray, Doug Clarke, Kim Robinson (virtually), Liz Ward, Mark Mickey, Ray Hemachandra

Absent: Kate Burger

County Staff: Rachael Nygaard, Sara Joss, Angelyn Johnson, Johanna Cano

Opening Remarks

Ray Hemachandra called the meeting to order.

Approval of Minutes

Cathy Ray made a motion to approve the minutes from August 3, 2023, and Mark Mickey seconded the motion. The minutes were unanimously approved.

Old Business

- There was no old business.

New Business

- Election of Officers:
 - Doug Clarke made a motion to keep current officers: Kate Burger as Chair, Ray Hemachandra as Vice Chair and Liz Ward as Secretary. Ann Flynn seconded the motion. The motion was unanimously approved.
- Reflections from Board of Commissioner presentation:
 - There was positive feedback from the Board of Commissioners, and they expressed their appreciation to the committee. They continue to have concerns about the geographical diversity of projects and would like the committee to continue working on process improvements in that area.
- Environment Panel with Air Quality, Solid Waste, Agriculture & Land, and Sustainability
 - Panelists included: Jeremiah LeRoy – Sustainability Director, Jennife Harrison – Land & Ag Director, Ashley Featherstone - Air Quality Director, and Kristy Smith – Engineering Manager in Solid Waste.
 - Panelists gave overview of the work their departments do and brainstormed ideas for outreach to more organizations who have environmentally focused projects. They agreed to help advertise grants within their networks.
 - Other suggestions/ideas from panelists included:
 - Consider different categories for the applications such as litter reduction, recycling, waste reduction, home repair.
 - Allow organizations to leverage these funds to obtain other funds, such as using it as match funding for larger grants.



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- The Sustainability Office requires organizations to partner with other organizations (such as referrals to other organizations and other collaborations)
 - Provide creative examples of projects in outreach. The panelists offered to help create examples if needed.
 - Consider Open House/Town Hall meeting with potential applicants.
- Site Visits:
 - All but 2 organizations have scheduled their site visits.
 - Some new site visits were added to the scheduled today and staff encouraged committee members to review the spreadsheet and sign up for visits. We need 2-3 committee members for each site visit.
 - Process Improvement
 - The committee reviewed the previously created list of process improvement ideas, which was included in the meeting packet.
 - Applicants who do not use the budget template will be disqualified. Staff will cover it in the grant writing workshop and add detailed information on the application. They will also include a blurb that if applicants have questions or need assistance with the budget form, please contact staff.
 - Implement a hard cap at \$80,000.
 - Limit organizations to no more than \$80,000 per year regardless of the number of projects
 - Implement a required 1-year organizational pause after 3 consecutive years of funding, regardless of the project.
 - The committee decided to add an October meeting to continue this process improvement discussion. They will meet on October 5 from 1:00-2:00 pm.

Announcements:

- There were no announcements.

Next Meeting – Next meeting is October 5, 2023, from 1:00 – 2:00 pm – 200 College St Room 310