



MINUTES:

All minutes are draft until approved at the next meeting

Commission Work Session Agenda

Washington State Parks and Recreation Commission

January 25, 2023

Lacey City Council Chambers, 420 College Street SE, Lacey, Washington, 98503

Commissioners: Chair Mark O. Brown, Vice Chair Ken Bounds, Secretary Sophia Danenberg, Michael Latimer, Laurie Connelly, Holly Williams, and Ali Raad

Director: Diana Dupuis

The Washington State Parks and Recreation Commission will be holding their regularly scheduled commission work session in-person January 25, 2023. In order to enter the building, the public must not exhibit symptoms of the COVID-19 and will be required to comply with current state law around personal protective equipment. Please note that this is a hybrid meeting, you are welcome to attend in-person or online. We ask for patience as we navigate these hybrid meetings and want to remind you that attending in-person will be the most reliable option at this time.

You may participate remotely by listening and/or watching using the following link:

Watch the meeting on TVW:

<https://www.tvw.org/watch/?clientID=9375922947&eventID=2023011030>

You can find the agenda and presentations on our website:

<https://parks.state.wa.us/154/Commission-meetings-agendas>

Public Comment: This is a work session between staff and the Commission. The public is invited to attend, but no public comment will be taken. No decisions will be made by the Commission at the work session.

Time: Opening session will begin as shown; all other times are approximate.

9:00 a.m. CALL TO ORDER – Ken Bounds, Commission Vice Chair

- Call of the Roll
 - Vice Chair Ken Bounds, Chair Mark O. Brown, Secretary Sophia Danenberg, Holly Williams, Laurie Connelly, Michael Latimer, and Ali Raad
- Introduction of Staff
 - Director Diana Dupuis, Deputy Director Mike Sternback, Administrative Services Director Laura Holmes, Operations Director Jon Crimmins, Stewardship Director Lisa Lantz, Parks Development Director Heather Saunders, Human Resources Director Amber Erdahl, Legislative Director Owen Rowe, and Executive Assistant Becki Ellison
 - Attending Virtually: Tribal Director Jenna Bowman and DEI Director Janette Chien
 - Assistant Attorney General Andy Woo

- Changes to agenda
 - Governor Inslee will be joining us at City Hall at 12:15 p.m.
- Logistics

- 9:06 a.m. BOATING PROGRAM UPDATE** –Rob Sendak, Boating and Winter Recreation Program Manager
- This presentation will provide the Commission an overview of the Washington State Parks Boating Program.
- 10:00 a.m. WINTER RECREATION UPDATE** –Corey Tolar, Winter Recreation Manager
- This presentation will provide the Commission an overview of the Washington State Parks Winter Recreation Program.
- 10:49 a.m. BREAK**
- 11:05 a.m. WEBSITE UPDATE** – Stephanie McDermott, Brand & Creative Marketing Manager
- This presentation provides the Commission an update about the website redesign project.
- 11:34 a.m. STAFF REPORTS**
- 12:17 p.m. COMMISSIONER MEETING WITH GOVERNOR JAY INSLEE**
- The Commission will meet with Governor Inslee to review the goals and objectives of the Commission for the upcoming year.
- 12:48 p.m. Vice Chair Ken Bounds:** *The Commission will enter into executive session at 1:00 p.m. to consider the selection of a site or the acquisition of real estate by purchase pursuant to RCW 42.30.110(1)(b). The Commission will be in executive session until 1:30 pm. The Commission will reconvene in open session after the conclusion of the executive session. Staff invited to attend: Director Diana Dupuis, Parks Development Director Heather Saunders, and Real Estate and Planning Manager Nikki Fields.*
- 12:49 p.m. LUNCH**
- 1:00 p.m. EXECUTIVE SESSION**
- 1:40 p.m. Vice Chair Ken Bounds:** *The Commission ended the executive session at 1:30 pm. No action was taken. We are now back in open session.*

- 1:41 p.m. REGION MANAGER ROUNDTABLE** – Jon Crimmins, Operations Director; Darrel Hopkins, Southwest Region Manager; Scott Griffith, Eastern Region Manager; Jay Carmony, Acting Southwest Region Manager; Lara Gricar, Spokane Region Manager; Josh Bell, Eastern Region Manager; Cierra Strickland, Northwest Region Manager; Stephanie Simek, Northwest Region Manager; Becky Daniels, Operations Support and Innovations Manager; and Chris Holm, Operations Division Manager
- This presentation will provide the Commission a brief set of highlights for each Region as well as an opportunity to meet and interact with several new Operations Leadership staff who are new to the Agency and/or their positions.
- 3:02 p.m. BREAK**
- 3:11 p.m. STAFF REPORTS** - *continued*
- 3:27 p.m. ADJOURN**

Commission Meeting Agenda

Washington State Parks and Recreation Commission

January 26, 2023

Lacey City Council Chambers, 420 College Street SE, Lacey, Washington, 98503

Commissioners: Chair Mark O. Brown, Vice Chair Ken Bounds, Secretary Sophia Danenberg, Michael Latimer, Laurie Connelly, Holly Williams, and Ali Raad

Director: Diana Dupuis

The Washington State Parks and Recreation Commission will be holding their regularly scheduled commission meeting in-person on January 26, 2023. In order to enter the building, the public must not exhibit symptoms of the COVID-19 and will be required to comply with current state law around personal protective equipment. Please note that this is a hybrid meeting, you are welcome to attend in-person or online. We ask for patience as we navigate these hybrid meetings and want to remind you that attending in-person will be the most reliable option at this time.

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Time: Opening session will begin as shown; all other times are approximate.

Order of Presentation: In general, each agenda item will include a presentation followed by Commission discussion and then public comment. The Commission makes decisions following the public comment portion of the agenda.

In-Person Public Comment:

We will be accepting in-person oral public comment at the meeting. If you wish to comment at a meeting, please fill out a comment card and provide it to staff at the sign in table. The Chair will call you up to the front at the appropriate time.

Virtual Public Comment:

Virtual public comment will be accepted for our public meeting. To provide virtual comment you will need to be able to join the Attendee Web link from your computer (no phone option available). **Pre-registration is required.** To register email commission@parks.wa.gov by 5 pm on January 20th. Please provide the name you will be logging in under, contact phone number as well as the agenda item or general topic you will be speaking on. You will receive an email by noon on January 23rd with specific instructions around virtual testimony.

Written Public Comment:

Written public comment will be accepted for all agenda items until 5 p.m. on January 20th by email or mail. Any comments received after the cutoff will be given to the commission before its next meeting.

Email: Commission@parks.wa.gov

Mail: WSPRC, Attn: Becki Ellison, PO Box 42650, Olympia, WA 98504.

You can find the agenda, agenda items and presentations on our website.

<https://parks.state.wa.us/154/Commission-meetings-agendas>. The meeting minutes and recording will be loaded within one week after the meeting.

- 9:00 a.m. CALL TO ORDER** – Mark O. Brown, Commission Chair
- Flag Salute – Tena Nickle, Administrative Assisat
 - Call of the Roll
 - Chair Mark O. Brown, Vice Chair Ken Bounds, Secretary Sophia Danenberg, Holly Williams, Laurie Connelly, Michael Latimer, And Ali Raad
 - Introduction of Staff
 - Director Diana Dupuis, Deputy Director Mike Sternback, Administrative Services Director Laura Holmes, Operations Director Jon Crimmins, Stewardship Director Lisa Lantz, Parks Development Director Heather Saunders, Legislative Director, Owen Rowe, Human Resources Director Amber Erdahl, and Executive Assistant Becki Ellison
 - *Joining Virtually:* DEI Director Janette Chien
 - *Absent:* Tribal Director Jenna Bowman
 - Assistant Attorney General Andy Woo
 - Indigenous Land Acknowledgement Statement
 - We respect and affirm tribal sovereignty and honor indigenous peoples whose traditional lands we occupy. The State Parks and Recreation Commission is committed to working with all Tribes to help preserve and restore a healthy natural environment for future generations.
 - Recognition of State, Tribal and Local Officials
 - Remembrance of former Commissioner Clyde Anderson

- Changes to the Agenda
 - Approval of the Agenda
 - **Motion by** Michael Latimer to approve the agenda as presented. Second by Laurie Connelly. **Approved unanimously as presented.**
- Logistics
- Approval of minutes of previous meetings
 - November 16, 17, 2022 – Work Session/Commission Meeting, Chelan
 - **Motion by** Ken Bounds to approve the minutes as presented. Second by Holly Williams. **Approved unanimously as presented.**
 - December 6, 7, 2022 – Planning Meeting, Cama Beach State Park
 - **Motion by** Laurie Connelly to approve the minutes as presented. Second by Ken Bounds. **Approved unanimously as presented.**

9:10 a.m. VIRTUAL PUBLIC COMMENT – *general public comment and items on the agenda*

Rebecca Lexa – Seashore Conservation Area
 Kathleen Davies - Seashore Conservation Area

9:16 a.m. COMMISSIONER REPORTS

9:44 a.m. COMMISSION COMMITTEE REPORTS

- Real Estate
- Legislative
- Budget
- Executive

9:54 a.m. DIRECTOR REPORT

10:30 a.m. BREAK

10:45 a.m. RECOGNITION

- Life Saving Award
 - Ben Martin
- Service Pins
 - Joel Pillers
 - Elnora Martin
 - Paul Rupert
 - Martin Baxter
 - Diana Dupuis
- Gold Stars
 - Bob Chalfant, Vicente Lopez and Matt Kilgore Brown

11:18 a.m. GENERAL PUBLIC COMMENTS – *Items not on the agenda*

- In-person public comments only
 - David G Jennings – Native Bee Sampling
- Recognition of State, Tribal and Local Officials - Lacey Mayor Andy Ryder

11:30 a.m. REPORT

Item E-1: Financial Update

This item reports to the Washington State Parks and Recreation Commission on the status of: 1) State Parks' 2021-23 biennium operating and capital budget expenditures, 2) Parks Renewal and Stewardship Account (PRSA) revenue, and 3) Agency comparison to the Governor's Budget for Fiscal Year 2023 Supplemental and the 2023-25 biennial budget.

PUBLIC COMMENT:

None

ACTION:

Report only, no action taken

11:50 a.m. LUNCH

12:30 p.m. OTHER BUSINESS

- Election of Officers for 2023
 - **Motion** by Mark O. Brown to approve the election of the 2023 officers. Second by Michael Latimer.
Approved unanimously as requested.
 - Ken Bounds, Chair
 - Sophia Danenberg, Vice Chair
 - Laurie Connelly, Secretary
 - Transfer of the gavel to the 2023 Commission Chair
 - Recognition of 2022 Commission Chair Mark O. Brown
 - Outgoing Chair Mark Brown received a token of appreciation and recognition as the 2022 Chair from Immediate Past Chair Michael Latimer
 - Commission Committee Assignments
 - Budget Committee
 - Laurie Connelly
 - Holly Williams
 - Mark O. Brown
 - Real Estate/Capital Projects
 - Michael Latimer
 - Ken Bounds
 - Ali Raad
 - Legislative/Equity
 - Mark Brown

- Laurie Connelly (Laurie Connelly during legislative session – Ken Bounds remainder of the year)
- Holly Williams
- Other Assignments
 - Liaison to the Washington Parks Foundation
 - Laurie Connelly
 - Liaison to the Fort Worden Public Development Authority
 - Ken Bounds

12:45 p.m. REQUESTED ACTION

Item E-2: 2023 Director’s Performance Agreement and 2022 Performance Evaluation- Requested Action

This item asks the Washington State Parks and Recreation Commission to adopt the 2023 Director’s Performance Agreement which includes the 2023 Commission Priorities. It also asks the Commission to document their conclusion that the Director performed satisfactorily in 2022, and that a meaningful evaluation process was used to reach this conclusion.

REQUESTED ACTION FROM COMMISSION:

That the Washington State Parks and Recreation Commission:

1. Record their satisfaction with the Director’s 2022 performance, and that a meaningful evaluation process was used.
2. Adopt the 2023 Director’s Performance Agreement as presented in Appendix 1.
3. Adopt the 2023 Commission Prioriteits as presented in Appendix 2.

PUBLIC COMMENT:

ACTION:

Motion by Mark O. Brown to approve the staff recommendation as proposed in the Requested Action above. Second by Laurie Connelly. **Motion passed unanimously.**

12:48 p.m. REPORT

Item E-3: Legislative Update

This item provides the Washington State Parks and Recreation Commission an overview and update of the 2023 legislative session.

PUBLIC COMMENT:

ACTION:

Report only, no action taken

- 1:24 p.m. DIVERSITY, EQUITY, AND INCLUSION (DEI) DISCUSSION** – Janette Chien, DEI Director
- This presentation and discussion will provide the Commission with an overview, updates, and next steps for Washington State Parks DEI plan.

-
- 1:52 p.m. SCENIC BIKEWAYS DISCUSSION** – Lisa Anderson, Trails Program Manager and Bryanna Osmonson, Scenic Bikeways Coordinator
- This presentation and discussion will give the Commission an update on staff’s progress in creating a Scenic Bikeways program for Washington State. It will also provide an opportunity to meet and interact with the Trails Program’s new Scenic Bikeways Coordinator.

2:12 p.m. REVIEW FOLLOW-UP ITEMS

2:14 p.m. ADJOURN

BE 1/26/23

A recording is retained by WSPRC as the formal record of meeting. The recording is accessible on the park’s website approximately one week after the meeting - [Commission meetings & agendas | Washington State Parks and Recreation Commission](#)

The services, programs, and activities of the Washington State Parks and Recreation Commission are covered by the Americans with Disabilities Act (ADA). If you need special accommodations to participate in this meeting, please contact the commission assistant Becki Ellison at (360) 902-8502 or becki.ellison@parks.wa.gov. Accommodation requests should be received at least five business days prior to the meeting to ensure availability. Please provide 7-day notice for requests to receive information in an alternative format and for ASL/ESL interpre



Diana Dupuis
Director

STATE OF WASHINGTON
WASHINGTON STATE PARKS AND RECREATION COMMISSION

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TDD Telecommunications Device for the Deaf: 800-833-6388
www.parks.state.wa.us

Approved January 26, 2023

2023 Commission Priorities

Commission Statement: continue to operate and maintain accessible, vibrant, and well cared for State Parks consistent with our adopted Mission and Strategic Plan.

1. Develop formal working relationships and protocols with Native American tribal governments.
 - a. Build relationships, share information, and address issues of importance to tribal governments related to park management, construction projects, interpretive projects, and cultural and natural resource protection under State Parks' jurisdiction.
2. Complete the revision and update to the Commission web site.
 - a. Improve web site ease of use, its accessibility to diverse populations and its messaging to connect all Washingtonians to their state parks.
3. Expand opportunities for everyone to experience the outdoors with intentional focus on youth from underserved, low income, and diverse communities.
 - a. Develop an agency community engagement model that supports staff to build long term sustainable partnerships with historically underrepresented and marginalized communities.
 - b. Work items could include: demographic mapping to help guide where to target outreach; evaluate NCLI applications more favorably that serve targeted populations; partner with local school districts, park departments and human service agencies to develop programs.
4. Advocate for consistent and meaningful funding and support for interpretation, including the development and delivery of interpretive experiences that are relevant to more diverse audiences and inspire memorable connections between the stories we share and resources in our care.

5. Continue efforts, actions and commitment that integrate DEI practices in each organizational division and at all staff and management levels within the Agency.
 - a. Conduct baseline Equity Impact Review to identify greatest need and opportunity for impact regarding equity for each division.
 - b. Use the data from EIR to inform an agency-wide DEI strategic action plan.
 - c. DEI team works with each division to advise and provide equity frameworks to inform division process and policies.
 - d. Increase the diversity of staff to better reflect the diverse communities of WA. Utilize HR data to identify gaps and disparities in our recruitment, hiring, and onboarding processes. Develop specific efforts focused on retention for employees with marginalized identities.

6. Expand overnight accommodations on public lands to keep up with increasing demand.
 - a. Initiate an assessment aimed at identifying specific locations for adding overnight opportunities to our existing parks system.
 - b. Assess opportunities to expand overnight accommodations on properties owned or managed by PUDs, Tribes, or other resource agencies.

7. Improve the Agency's ability to deliver projects on time and within budget.
 - a. Thoroughly assess and implement improvements to capital project delivery systems, planning projects, and linear trail work in order to reduce project completion times, enhance internal agency collaboration and maximize timely use of capital and operating budget allocations.
 - b. Reduce the number of projects, and the amount of funds requested in the Agency's re-appropriations.
 - c. Develop a 'dashboard' to track project progress that is accessible to the public.
 - d. Develop critical path schedules for the following major new potential park development sites: Nisqually, Miller Peninsula, Westport Light, Blake Island and Lake Sammamish state parks.

8. Continue intentional efforts to align agency staff to the mission, strategic plan, and Commission priorities.
 - a. Regularly communicate directly with staff Agency decisions, initiatives, and activities.
 - b. Provide opportunities for employee development/training that enhances employee understanding of Commission mission and strategies and develops necessary skills and knowledge for advancement within the Agency.

9. Prioritize and accelerate efforts to address surface deficiencies along all major State Park trails including PCT, Klickitat, Willapa Hills and Centennial trails.
 - a. Develop surface standards and make strategic trail improvements that enhance rural economic development and/or user satisfaction

10. Implement greenhouse gas reduction strategies/projects and make substantive progress implementing the agency's climate change adaptive plan.
 - a. Initiate fleet electrification and energy efficiency strategies aimed to reduce greenhouse gas emissions by 3% annually.
 - b. Advance implementation of priority climate adaptation plan actions, including development of climate policy options, completion of sea level rise action plan, and incorporation of climate adaptation goals in the scoping and design of capital development and maintenance projects.



Diana Dupuis
Director

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Washington State Parks and Recreation Commission and Diana Dupuis, Director

2023 Performance Agreement

February 1, 2023, to December 31, 2023

In order to ensure accountability and alignment in purpose with the administration of the Washington State Parks and Recreation Commission, the Commission and the Director enter into this agreement to establish performance expectations. This agreement provides focus to the Director's personal efforts within the full range of the responsibility for leadership and management of the Agency.

The Commission fully supports the Agency's 2021-2031 Strategic Plan; this agreement is an extension of the agency's management framework and a tool to help managers understand the Director's expectations for excellent performance. The Director's Agreement focuses on 1) Expectations for Executive Performance, 2) the Commission identified priorities for 2023 (attached), and 3) effective operations of the Agency. Together these form the framework for aligning the activities of the agency with the interests of the public in an effective, professional manner.

The Washington State Parks Commission and agency Director, Diana Dupuis, endorse the purposes of this agreement which are to affect agency accountability and to provide an objective approach to improving agency performance while working together in a manner that respects their unique roles and responsibilities. The Executive Performance Elements will be the primary tool used by commissioners to evaluate the Director's key competencies. Additional materials and or methods may be used by the Commission in this evaluation process.

The Commission and the Director affirm that this agreement does not create an employment contract, nor does it alter in any way the Director's status as an exempt employee pursuant to RCW 41.06.070(1)(f).

Executive Performance

Overall Conduct: The Director must assure that no organizational practices, activities, decisions, or circumstances are allowed that are unlawful, imprudent, or in violation of commonly accepted business and professional ethics and practices.

Ability to work collaboratively with the Commission: The Director must maintain a collaborative working relationship with the Commission. The Director is expected to provide sufficient support to the Commission so the Commission can successfully fulfill its role in providing policy leadership for the Agency.

Ability to work collaboratively with important external stakeholders and acting as the face of the agency in public settings: The Director must maintain ongoing and effective communications and collaborative working relationships with leadership in the State Park Foundation, NGOs, legislature, the Governor's office, and the public.

Performance and Accountability: The Director must keep the workforce motivated to pursue excellence. The Director is expected to set high standards for performance and foster a climate in which all employees strive to meet those standards. The Director is also expected to see that supervisors provide regular positive reinforcement to recognize excellence. The Director must demonstrate expertise in management techniques that effectively hold employees accountable.

Problem solving skills to resolve longstanding problems: The Director should make progress in resolving longstanding problems. The Director is expected to be energetic and creative in looking for innovative means to address priority issues and conflicts among constituent groups. The Director must actively seek out new ideas and methods that may be brought to bear to advance the Agency's mission.

Strategic and Visionary Leadership: The Director must demonstrate strategic and visionary leadership, while supporting and embracing the state parks mission, vision, and core values. The Director is expected to assess and decide the best way to achieve substantial cost savings, while preserving critical functions and increasing agency efficiency. The Director must lay the foundation for a stronger and more effective and respected agency, by directing the strategic elimination of lower priority activities and the consolidation of effort and energy in higher priority programs. The Commission charges the Director with continuing to build toward a healthy and sustainable park system.

Work ethics: The Director must act as a role model for staff. The Director is expected to be personally accountable for the accomplishments and shortcomings of the agency. The Director is expected to assume direct responsibility for all aspects of agency leadership.

Signed and approved this 26th day of January 2023.



Ken Bounds, Chair, Washington State Parks and Recreation Commission



Diana Dupuis, Director, Washington State Parks and Recreation Commission

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