



**Commission Special Meeting/Work Session Minutes
Monday, November 17, 2025**

Call to Order

Commission President Jasmine Vasavada called the Commission Special Meeting/Work Session of November 17, 2025, to order and open to the public at 3:03 p.m., at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

Present

Commissioners: Jasmine Vasavada – President, Maggie Sanders – Vice President, Sarah Montano – Secretary, Amy Harding and Bob Iyall.

Staff: Alex Smith, Executive Director; Mike Reid, Director of Community and Economic Development; Shawn Gilbertson, Director of Environmental Planning and Programs; Brent Barnes, Director of Enterprise Services; Jon Wolf, Environment Manager; Trisha Miller, Controller; Tina Champion, Executive Coordinator; and Missy Goodell, Commission Coordinator.

Guests: Sue Patnude, Debby Pattin, Quentin Phillips, and Bob Wubben.

Approval of Agenda

Commissioner Harding moved to approve the agenda. Commissioner Iyall seconded the motion. Motion passed unanimously.

Environmental Policy Updates

Shawn Gilbertson, Director of Environmental Planning and Programs, and Jonathon Wolf, Environmental Manager, presented information regarding the ongoing efforts to update Port environmental policies, including a new chapter on climate change and an update to the Port's SEPA policy. Proposals and what is planned for existing environmental policies were also discussed.

Port of Olympia Citizens Advisory Committee (POCAC) Discussion

Alex Smith, Executive Director, shared a draft proposal addressing constructive engagement with the POCAC to leverage their expertise on behalf of the citizens and residents of Thurston County.

Providing direction and input from the Commission, establishing a communication and work process based on best practices, POCAC member size, and a diverse recruitment were discussed.

Budget 2026 Final Adjustments

A few suggestions to the 2026 budget were suggested.

Agenda Setting Topics

None.

Adjournment

There being no further business to come before the Port of Olympia Board of Commissioners, the November 17, 2025, Special Commission Meeting/Work Session was adjourned at 4:49 p.m.

PORT OF OLYMPIA COMMISSION



Jasmine Vasavada, President

Sarah Montano, Secretary