

Sweetened Beverage Tax Community Advisory Board (CAB)

MEETING SUMMARY	Date: June 18, 2025 Time: 10:30am – 2:00pm Location: Seattle Municipal Tower - 1940
	**Special Meeting – New Member Welcome and Orientation
MEMBERS PRESENT:	Joey Lu*, Barbara Baquero, Nurhazlia Mohamath*, Bilan Aden, Tanika Thompson Bird, Angie S. Wood*, Yamila Sterling*, Jen Moss, Dan Torres, Laura Nicholson <i>*New appointment in process</i>
MEMBERS ABSENT:	Barbara Rockey
VACANT SEATS:	None
GUESTS:	Akshay Iyengar, City Budget Office Bridget Igoe, Office of Sustainability & Environment Robyn Kumar, Office of Sustainability & Environment Sean Walsh, Human Services Department Sharon Lerman, Office of Sustainability & Environment Star Berry, Office of Sustainability & Environment
DECISION POINT(S):	The CAB decided to schedule an in-person meeting in August.

[Meeting Slides](#)

Welcome and Introductions

T. Thompson Bird, CAB Co-Chair, opened the meeting and facilitated introductions. CAB members and City staff introduced themselves.

T. Thompson Bird had to step away from 11:30am – 1:15pm

J. Moss had to step away from 11:45am – 1:15pm

CAB Overview and Highlights

D. Torres presented the history of the SBT, role of the CAB, overview of SBT-funded programs, and policy priorities for the CAB. [See slides](#) pages 3-31.

City Budget Process & CAB Work Plan

B. Igoe provided an overview of the City's budget process, highlighting when and how the CAB generally engages. She also reviewed the high-level 2025 CAB calendar. [See slides](#) pages 32-37.

CAB Foundations

Members took a few minutes to review and discuss the CAB's foundational materials – CAB values, meeting agreements, bylaws, and policies/procedures. Discussion was focused on any questions or comments about the materials and identify potential areas for clarification or improvement.

Links to foundational documents:

- [CAB Rules, Policies, and Procedures](#) (last updated February 2023)
- [CAB Vision, Values, Budget Principles, and Meeting Agreements](#) (last updated February 2023)

Comments:

- New members appreciated the clear processes for recusals noting the importance of this when the CAB is developing recommendations on potential budget cuts or adds
- There were some questions about the Executive Committee and co-chairs, specifically:
 - What are the duties of the at-large member of the Executive Committee?
 - How do the terms of the Executive Committee (separate from the terms of appointments) work in practice (see sections 3.4 and 3.5 in the bylaws)?
 - If there is a need to start planning for new Executive Committee members since one of the long-time co-chairs (J. Moss) will be finishing up her second appointment term?
- One CAB member noted there were no grievance procedures which might be helpful from a risk management perspective.

The CAB will continue reviewing and discussing potential updates to the foundational documents in August.

The meeting adjourned at 2pm.

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