

Washington State Convention Center
Public Facilities District
Regular Meeting of the Board of Directors
May 20, 2025

I. CALL TO ORDER

Frank K. Finneran, Board Chairman, convened a regular meeting of the Washington State Convention Center Public Facilities District (SCC) at 12:30 p.m.

MEETING ATTENDANCE

Board Directors in Attendance

Frank K. Finneran, Chair
Craig Schafer, Vice Chair
Joy Shigaki
Tom Norwalk

Board Directors Absent

Stuart Rolfe
Deryl Brown-Archie
Katie Garrow
Robert Flowers

Officers and Counsel in Attendance

Jennifer LeMaster, President / CEO
Erwin Vidallon, Chief Financial & Technology Officer
Linda Willanger, Chief Administrative Officer & Chief of Staff
Jon Houg, Chief Operating Officer
Matthew R. Hendricks, Hendricks Law, PLLC

II. **Public Comments**

Mr. Finneran advised that anyone wishing to speak before the Board, either as an individual or as a member of a group, may do so at this time. Individuals desiring to speak shall give their name, address, and the group they represent, if any. There were no public comments.

III. **Approval of Minutes**

April 22, 2025, WSCC PFD Board Regular Meeting

Mr. Schafer made a motion to approve the minutes of the April 22, 2025, Regular Board meeting; Ms. Shigaki seconded, and the motion was carried by the unanimous affirmative vote.

IV. **Board Retreat Update October 9-10, 2025**

Mr. Norwalk provided an update on the planning for the future retreat.

V. **Open Public Meetings Act (OPMA)**

Mr. Hendricks provided an initial and refresher training of the Open Public Meeting Act and Public Records.

VI. **Financial Performance & KPI Update**

Mr. Vidallon provided an update on the financial performance of the organization, the audit process update, the Moody's and S&P Ratings update, and Q1 KPI updates from staff:

- a. Tony Sheehan provided an update on the completed voluntary Cyber-Audit,
- b. Melina Bermudez provided an update on staff Employee Engagement Survey score and action plan,
- c. Earl Taylor provided an update on First Impressions for a clean and safe guest experience, and
- d. Loni Syltebo provided an update on community engagement.

VII. **Partner Spotlight: ENCORE**

Sean Begley and Robert Smith provided an update on Encore's recent operational performance, general business overview, and alignment with SCC.

VIII. **SCC Government Relations & Civic Outreach Committee**

- a. Emelie East provided a City and County Update from CBE Strategic.
- b. Michael Woody provided a Public Affairs Update from Visit Seattle.

IX. **Adjournment**

Mr. Norwalk made the motion to adjourn the May 20, 2025, Regular Meeting of the PFD Board of Directors at 2:11 pm. Mr. Schafer seconded, and the motion was carried by the unanimous affirmative vote.