



CITY OF  
**TUMWATER**

**LEOFF DISABILITY BOARD  
MEETING AGENDA**

**Online via Zoom and In Person at  
Tumwater City Hall, Sunset Room, 555  
Israel Rd. SW, Tumwater, WA 98501**

**Thursday, August 14, 2025  
11:00 AM**

1. Call to Order
2. Roll Call
3. Changes to Agenda
4. Approval of Minutes
  - a. Approval of Minutes: LEOFF 1 Disability Board, July 10, 2025
5. Public Comment
6. Closed Session:
  - Review of submitted claim(s) - 10 minutes for discussion
7. Open Session:
  - Discussion and vote on pending claim(s)
8. Next Meeting Date - 09/11/2025
9. Adjourn

**Meeting Information**

The public are welcome to attend in person, by telephone or online via Zoom.

**Watch Online**

<https://us02web.zoom.us/j/87900439401?pwd=UrdZbh3ObkCMZ1ANBrEun2iQDRqHpy.1>

**Listen by Telephone**

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 879 0043 9401 and Passcode 970007

**Public Comment**

The public may submit comments by sending an email to [humanresources@ci.tumwater.wa.us](mailto:humanresources@ci.tumwater.wa.us), no later than 5:00 p.m. the day before the meeting. Comments are submitted directly to the Committee members and will not be read individually into the record of the meeting.

**Post Meeting**

Video of this meeting will be recorded and posted on our City Meeting page: <https://tumwater-wa.municodemeetings.com>.

**Accommodations**

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City's ADA Coordinator directly, call (360) 754-4129 or email [ADACoordinator@ci.tumwater.wa.us](mailto:ADACoordinator@ci.tumwater.wa.us). For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384.

# MEETING MINUTES

TUMWATER LEOFF DISABILITY BOARD  
JULY 10, 2025



**CONVENE:** 11:00 a.m.

**PRESENT:** Chair Rick Sapp, Board Members Jim Tuggle and Peter Agabi.

Excused: Secretary/Chief Examiner Michelle Sutherland, Board Member Angela Jeffertson.

Staff: Senior Human Resources Analyst Matt Middleton for Secretary/Chief Examiner Michell Sutherland.

**CHANGES TO  
AGENDA**

Board Members discussed improving communications by staff verifying emails and having Board Members reply to agenda and cancellation notices. Chair Sapp noted the law enforcement board member stepped down. There was discussion on the process to recruit a new board member.

**APPROVAL OF  
MINUTES:**

**Board Member Tuggle moved, seconded by Board Member Agabi, to approve the minutes of November 14, 2024, as presented. A voice vote approved the motion.**

**PUBLIC COMMENT:** There was no public comment.

**CLOSED SESSION:  
SUBMITTED CLAIMS**

The LEOFF Board went into a closed session at 11:13 a.m. to review the submitted claim.

**OPEN SESSION:  
VOTE ON SUBMITTED  
CLAIMS**

The LEOFF Board returned to an open session at 11:43 a.m. Chair Sapp stated the claim will be held at this time pursuant to any additional documents to be submitted.

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**NEXT MEETING DATE:** The next meeting is scheduled for Thursday, August 14, 2025. It was noted this date is within the Council Summer Break and may not occur.

**ADJOURNMENT:** **With there being no further business, Chair Sapp adjourned the meeting at 11:46 a.m.**

Prepared by Cheryl Almon, Department Assistant III