

Climate Action Steering Committee (CASC)

Fire Department Training Room

3377 Jamison Rd, Bend OR

Thursday, June 7, 2018

3:00PM

Minutes: Christopher Coleman

Attendees: Eric Duea, Rebecca McCann, Al Spector, Ryan LaPoma, Andrew Skidmore, Russ Donnelly, Marina Heppenstall, Sasha Sulia, Casey Bergh, Councilor Bruce Abernathy, Cassie Lubenow, Serena Dietrich, Jamie Klopp, Co-Chair Mike O'Neil, Gillian Ockner, and Co-Chair Lindsey Hardy

Public attendees: Linda Orcelletto, Carla Limon, Rondo Boozell, and Rebecca Kauffman

Committee Co-Chair Mike O'Neil opened the meeting at 3:03PM

I. Housekeeping

Approval of Minutes

Jamie Klopp moved to approve the April 26, 2018 meeting minutes, seconded by Russ Donnelly. Motion approved.

Approval of Charge Letter

Al Spector moved to approve the CASC Charge Letter, seconded by Eric Duea. Motion approved.

Meeting Etiquette

Mr. O'Neil reviewed meeting etiquette expectations and guidelines.

II. Visioning

Cassie Lubenow and Gillian Ockner discussed and recorded perspectives defining success and visions of the best outcomes. These will be used for future reference and inclusion with CASC's process.

III. Background Education: Climate Action Plan (CAP) Framework and Best Practices

Ms. Lubenow defined the CAP framework and key components. A plan for best practices to be included in the process was presented.

Ms. Ockner recorded comments and questions. The committee's suggested sectors are: urban forest, natural resources, agriculture sustainability, materials management, and water. It was recommended to keep the sectors specific and clearly defined.

VI. Resource Mapping Exercise

Ms. Hardy and Ms. Lubenow introduced a resource mapping exercise to help identify expertise within the CASC, resources within the community, and potential gaps that need to be filled. The results will be compiled and sent out at a later time.

V. Planning Process

The monthly work plan and communication tools were handed out.

Proposed Process

Ms. Lubenow defined and explained the three distinct phases of the process. The committee stated concerns regarding the timeframe of meetings, attendance, funding, and sustaining participation and action after the plan is adopted.

Communication Channels

Clarification was given regarding communication through email and public meetings law. Ms. Lubenow presented Communication needs and the City's communication channels. Ms. Lubenow will be creating a communication and engagement plan. Committee members were asked to complete and return the Communication Tools Worksheet.

Engagement Opportunities

The topic of disparities in Bend and incorporating an equity lens into the process was discussed. The committee's thoughts on equity training will be discussed further in August.

VI. Scheduling

Ms. Lubenow announced the CASC meeting scheduled August 23rd. Ockner announced that committee members will receive the Greenhouse Gas Emission Report to review before the August 2nd meeting.

VII. Adjourn

Meeting adjourned at *6:07pm*