

**Sustainability Commission Regular Meeting
January 9th, 2019 • 4:00 p.m.
BCC Board Room, Jefferson County Courts & Admin Building**

Rachel Emmer, Chair, called meeting to order at 4:04 p.m.

Sustainability Members:

Alex Pray, Scott Hutchings, Matt Mines, Rachel Emmer, Syndey Hamilton, Jeff Wong, Kimberly Pardue Welch. Frank Rukavina attempted to join via WebEx, and to call in and was unsuccessful.

Other attendees:

Commissioner Casey Tighe

Jabez Meulemans, Jefferson County Sustainability Coordinator,

Teresa Johnson, BCC Executive Assistant and Commission Staff Support

Deb Churchill, BCC Chief of Staff

Jim Rada, Director Environmental Health

Public Comment

Jim Rada addressed the group and gave a brief description of his role, his interest in what the Commission is doing, and how the two might work together.

Rachel asked about the symposium that he hosted at Red Rocks Community College (connection between climate change and health equity), and Jim will share additional information with Rachel.

Jeff asked how the Health Department collects data for their internal reporting. They have a group within the department that gathers data from their clinics and community partners.

Approval of Minutes

Rachel made a motion to approve November 2018 meeting minutes. Matt second motion. All in favor.

2019 Election of Officers

Deb Churchill facilitated the election process for the Commission.

Rachel led the discussion to establish the officer positions and structure, with Hutch asking that a Secretary and Treasure position be added. Deb clarified the roles and added that the term limits will be for 1-year.

The structure was established for a Chair, Vice Chair, Secretary, and Treasurer, for a 1-year term. The Chair and Vice Chair will be decided today, and the Secretary and Treasurer positions will be decided next month to allow Frank and Erich the opportunity to run and vote. Motion from Hutch and a second from Rachel. All in favor.

Nominations for Chair – Jeff Wong, and Vice Chair – Sydney Hamilton. Motion by Hutch and a second from Alex. All in favor.

Alex expressed an interest in Secretary position and Kimberly in the Treasurer position.

Jeff recommends that nominations for officer positions be done at the meeting prior to elections to allow time for consideration. Will add to agenda items for that month moving forward.

Commissioner Tighe recommends that a press release be done announcing the board election results.

Deb Churchill recommends that the Commission provides a quarterly update to the BCC and a short brief of the work that is being done for Engage Jeffco.

Sexual Harassment Training

Training is set for the March meeting. Jeff asked if the training can be done on-line prior to the meeting.

2019 Focus

Group discussed the following ideas for 2019:

1. Jefferson County Energy Resource Conservation Policy – Rachel feels that there is an opportunity for the Commission to assist Jabez in updating the policy.
 - Hutch and Rachel to work together on this project.
2. Xcel Partners in Energy – 2018 Project report status and extension update – Rachel suggests that a revisioning meeting with Brendle be set up by the end of February to establish direction and action plan. Should require about 3 hours of time and be done outside the normal meeting. Jeff will send out a poll to the group to get a date set up for the meeting.
3. Jeffco Sustainability Report – Jabez discussed his progress on the report, and how he plans to focus on different areas in the coming years. Jabez anticipates completion of report by end of January and will provide to the group when completed.
4. Commissioner Tighe asked for an update on how the Sustainability booth went in December, and Jabez relayed that they gave out 100+ LED bulbs, several strands of LED Christmas lights, and had a good number of citizens sign up for the EXCEL home energy assessment.
5. Commissioner Tighe asked about the possibility of a Sustainability Summit in the next two years. Idea was considered in the past, and there was a lack of interest from other agencies. Jabez meets with other municipalities every quarter and the general feeling was that it would be redundant material. Rachel feels that it might need to be re-framed and should be considered. Topic will be added to next month's agenda for further discussion.
6. Advisory Capacity and Proposed Scope – Rachel feels that the Commission could have more of an advisory role than it has in the past, and asked Commissioner Tighe if that can be revisited with the BCC? Will by-laws have to be changed?

- Casey will look at the resolution to see if there is any reason why it can't be reviewed by the BCC to consider changing the Commission to an Advisory Board. He did advise that an advisory capacity requires that any goals or projects be scalable and measurable.
- Staff support will let the group know what research uncovers and coordinate discussion with BCC if direction warrants

7. Waste and recycling – Sydney would like to see this as one of the focus areas for 2019.

- Commissioner Tighe and Jabez are reviewing a request and possible pilot project for glass recycling bins at liquor stores and partnering with Momentum and Recycle Colorado. More to follow after a review with County Attorney.
- Alex would like to see recycling resources listed on the Jeffco website as it was in the past. There is a list linked in the Sustainability and Environment section on the Jeffco site already. The group talked about updating and maybe linking in Engage Jeffco so that it is easy to find.
- Rachel passed on an invite to the Zero Waste Forum at Bergen Park Fire Station in Evergreen on 1/24 from 5-7:30 p.m. She is not able to attend.

Other

1. Web Ex Evaluation Recap – Next month will be the final test. Jeff asked that document viewing be available as part of meeting. He was able to get into the WebEx, but Frank was not. Hutch will be attending next meeting via WebEx to test functionality.
2. Next Meeting: February 13th in the Lakewood Room.
3. Designated posting site of meeting notice was established by a motion by Hutch, and a second by Rachel. All in favor.

Meeting adjourned at 5:40 p.m.