

**Jefferson County Sustainability Committee  
Sustainability Foundation Development Subcommittee**

Monday, February 8, 3:00 PM  
Minutes

Convened 3:07 p.m.

Attendees: Frank Rukavina (FR), Julia Patrick(JP), Kevin Morse (KM)  
County Staff: Deborah Churchill (DC)

**Public Comment:**

n/a

**Logo development/review**

DC expects in a couple of days and will pass along to the sub-committee when received.

**CFF webpage: draft text, image and account settings**

Email addresses: DC recommended the fund's CFF 'account' and 'reply' email addresses be sustainabilityfund@jeffco.us. DC monitors this inbox and has the ability to provide access to others as needed.

URL: Group decided on <https://www.coloradogives.org/sustainabilityfund>, for consistency with email address.

Pictures: KM requested change 'Energy Efficiency' and 'Recreation' slides. Request 'Recreation' slide to feature people enjoying water sports in county. DC has access to images county has on file from hired photographer.

JP to compile specific image request and send to DC.

Copy: 3rd paragraph down. Need to rephrase to remove "not funded by taxpayer dollars" line.

FR, KM and DC to add comments and edits to draft by e.o.d Tuesday, 2/9.

JP to make edits and send to Jeff Wong early Wednesday, 2/10.

JP shared opportunity to raise awareness for the fund via Library 2021 Summer Reading campaign if website can be finalized and published soon.

**Outreach and fundraising plan progress**

KM attended call with Jeff and Commissioner Kerr. Jeff had two asks: CAP planning process/task force participation with opportunities for input and guidance from Terumo, and a request for financial support. Terumo made no commitment during meeting. Waiting to hear back.

Terumo expressed appreciation for the Sustainability Commission involving the business community in CAP process.

Terumo asked a lot of questions. FR identified an opportunity to document questions and answers in creation of Sustainability Commission FAQs sheet.

FR will ask Jeff Wong for recap and create FAQs doc.

During Terumo meeting, Jeff Wong communicated objective of reaching fundraising goal by early/mid March, with plan to submit RFP by end of March.

KM will schedule meetings with his contacts to request additional funding, with these goals in mind.

FR will reapproach NREL for funding discussion and communicate new deadline for CAP involvement.

KM shared that Evergreen Sustainability Alliance (ESA) is interested in working with the Sustainability Commission and are excited to hear about our CAP goals. Partnership with ESA could help raise awareness.

FR asked DC if BOCC has officially been asked to provide support/funds? Kerr bringing to BOCC mid March. Before they commit, they request the Sustainability Commission raise as much money as possible from the community first.

FR asked about documentation/handouts/fact sheets we could use to hand out to potential donors. KM shared that Jeff sent docs to Terumo ahead of discussion.

FR will ask Jeff Wong for these documents for possible sub-committee use.

FR sent RFP to DC, Jeff and Jabez.

DC will review and provide FR with suggested edits.

### **CFF Point of Authority Form**

DC and Steve Snyder discussed CFF authoritative point of contacts with CFF. Moving forward, (and depending on the topic of discussion), if a Sustainability Commission member collaborates or talks to CFF, BOCC Chair (Leslie Dalkemper in 2021), Steve Snyder or DC must also attend the call.

### **Adjournment**

Meeting adjourned at 4:05 p.m