



**Jefferson County Sustainability Commission Regular Meeting
Meeting Minutes
May 12, 2021 • 4:00 p.m.**

Convened: 4:00pm

Commission Members Present: Jeffrey Wong, Cedar Blazek, Conor Merrigan, Frank Rukavina, Kevin Morse, Jasmina Petrovic, Julia Patrick

Commission Members Absent: Kimberly Pardue, Matt Mines

County Staff Present: Kate Newman, Andy Kerr, Jabez Meulemans, Mark Danner, Steven Snyder, Doris Allen

County Staff Absent: James Rada

1. Public Comment: None

2. Approval of Minutes – April 14, 2021

Kevin made motion to approve. Cedar second motion. All in favor.

3. County Updates

Doris was introduced a new county staff attendee. She will be taking notes for the group.

Commish Kerr: Excited with the group moving forward. Fundraising went well and BCC is ready to see the RFP rolled out. Also excited about the infrastructure bill coming out of Washington, which includes roads, bridges, railroads, communication infrastructure, energy infrastructure and sustainability.

Jabez: Earth Day event last month was a success. Was able to reach quite a few staff and had great interaction and questions about electric vehicles. Thanks to Denver Metro Clean Cities for their assistance.

4. Communications Plan

Julia had no new updates to share on posting but did share the Dropbox screen, which showed where folks can add suggestions on the JCSC Content Calendar. The calendar is read-only but Kimberly, Julia and Kate can make changes in the Dropbox files. Kimberly will be sitting out for a few months, Conor volunteered to step in on her behalf. Tips are needed for May, June, and July.

5. Project Updates

a. Sustainability Awards

Wong

BCC acknowledged the 4 Sustainability awards winners for 2021:

1. Mountain Resource Center (Conifer)
2. NREL (Golden)
3. Woody's Woodfire Pizza (Golden)
4. Eco Employee Awards (Golden)

Award winners will receive a bamboo plant, a plaque, a new energy conservation kit, a new mask and a photo will be taken when they pick up their award. Deb is coordinating. This is second year of presenting awards and the first year where nominations were opened to the public.

b. Year in Review

Wong

Year in Review is now posted on the website; it gives a summary of what we did in 2020. A 2021 folder has been created in Dropbox so if you're in charge of a milestone project, please highlight the project by typing up a paragraph, include photos and drop the info into the folder.

c. Sustainability Foundation / Climate Action Plan

Morse

i. Fund Update

Kevin: noticed a couple of new names on Colorado-Gives page but has not been actively pursuing since last meeting. Rebecca (Project Manager @ Community First Foundation) should be providing updated fund reports every 2 weeks with any new donations to Kate. Kate says she did receive that report and will forward the information onto Kevin and Jeff.

Andy asked if there were any groups that we need to nudge or check in with that we're still waiting for: Jeff said 'yes, Waste Management for \$5K and he will follow up with them.

Frank asked if we ever received the contribution from NREL? Jeff reported that NREL was not going to contribute until after the RFP is out and then they will decide if they would like to submit a proposal for the RFP.

Jeff commented that Kevin had created thank-you notes for every single donor. Going forward, we will try to do this periodically. Might be nice to provide an update, after this meeting, to all our donors to let everyone know where we're at with the fundraising and to start acknowledging all our sponsors.

Julia asked who updates and maintains the list after a donation has been made? Jeff commented that Deb has the list for donors but was not sure who maintained the subscription list. Julia and Kate will connect for more clarification on how to approach communicating.

Jeff will drop the proposed Scope of Services into Dropbox.

ii CAP Updates (RFP, County staff support)

Wong/Newman

Climate Action Plan Updates: Kate and Jeff have been working together to put together a draft for the Proposal. Jabez is contacting other municipalities' sustainability staff to collect information. Kate will create the requisition on Monday and will update Jeff when there is a better sense of timing on the RFP. While working on getting a consultant onboard, Jabez, Danner and Kate will be staff support. When 2022 budget cycle begins, a request for fulltime FTE will be requested. BCC was updated last week.

iii Community Engagement

Petrovic

Jeff: A new document was created in Dropbox (Sector Focus Group) in order to keep track of who is needed to be invited to be part of the 6-Sector Focus group (Building Energy, Renewable Energy, Transportation, Forest, Waste Aversion and Water Conservation). Each of the 9 commissions are asked to sign up for 1-2 sectors that they're most interested in and indicate any known experts in any of the fields. Jeff: A second spreadsheet related to equity, (Equity Task Force) is also in Dropbox. Take a look at that spreadsheet and indicate anyone you know who might engage in the realm of equity.

iv. Jeffco League of Women Voters request

Morse

Kevin met with and did s presentation with a small group who will be sharing the info in their meetings over the next month or so. He was able to share what the commission has done over last several years on Climate Action Plan.

d. Partners in Energy

i. Commercial

Morse

Kevin had a Partners-in-Energy call a few weeks ago and will be following up with Brendle Group to put together a plan on the commercial side. Maybe do a Lunch/learn in the future.

ii. Residential Renewable Energy

Blazek

Cedar commented the Brendle Group helped put together some great ideas and images and fact sheets on renewable energy programs. Wind source programs were included as part of energy tips. This info can be used ongoing and can/will be shared as a digital package (email), physically (hand outs with energy efficiency boxes) and on Nextdoor (neighborhood social network).

Conor: Any other recognition opportunities for people participating in program?

Cedar: Xcel cannot tell us who is participating in the program, but folks could report they've participated and maybe have that be one part of the Carbon weight loss recognition.

Cedar: Brendle Group-City of Edgewater reached out to them and said they wanted to promote renewable energy program as well.

Kevin would like to share the material as well so asked for copy of info. Cedar will send info out to Kate and the group and also place into Dropbox.

Partners in Energy: Conor: can help with coverage while Cedar is out. Asked if we tracked how many people visit the Jeffco Sustainability Commission site? Jeff: Public Affairs should have all that data. Kate will verify.

iii. Residential HOA Outreach

Pardue-Welch

Jeff: On behalf of Kimberly, have not made a lot of progress since last meeting. Would like to create more material geared toward homeowners rather than managers.

Energy Efficiency information is being prepared through PIE.

Jeff to Jabez: Can we get more kits (100-150 boxes) through Human Services/Dept of Energy? Jabez will ask.

iv. Library Partnership

Patrick

Jeff to Julia: How did April Fools Library Partnership post go? Julia: Over 1000 people viewed the post on Facebook, Instagram, and Twitter. Very successful and fun.

6. Other Projects and Updates

a. Carbon Weight Loss Challenge

Julia will lead the effort and will also help Kevin with coordinating with the updates on the fundraising effort. Jeff will check with Kimberly and Matt with helping with the Carbon Weight Loss challenge.

b. Monthly Sustainability Tips

Conor and Jasmina will help put tips together while Kimberly is absent from June + July

c. Monthly Sustainability Tips

Jeff: Connor recently talked about slash. Kate added that the Slash program is still in its conceptual phase. A lot of planning has been done but not a lot of concrete steps have been made yet.

Steve: Consultant has been retained. Open Space is taking the lead in terms of contracts. Moving forward for sure.

Meeting adjourned @ 5:30pm