



**Jefferson County Sustainability Commission Regular Meeting
Meeting Minutes
September 8, 2021 • 4:00 p.m.**

1. Call Meeting to Order – Meeting convened @ 4:03pm

2. Attendance and Determination of Quorum

Commission Members Present: Jeff Wong, Frank Rukavina, Cedar Blazek, Matt Mines, Conor Merrigan

Commission Members Absent: Jasmina Petrovic, Julia Patrick Blazek, Kimberly Pardue Welch, Kevin Morse

County Staff Present: Jabez Meulemans, Kate Newman, Andy Kerr, James Rada, Doris Allen

Public Guest: Sandra Vandehey, Laurie Scholl, Betty Crotty, Angie Fyfe

3. Public Comment: None

4. Approval of Minutes of August 11, 2021: Cedar motioned to approve the minutes, seconded by Conor. No changes needed. Minutes were approved unanimously.

5. County Updates

County Representative

Kate: Commission has 4 openings with 2 of the 4 current members re-applying. Kim nor Matt reapplied. Appointment recommendations will go to BCC end of the month. Recommendations will be sorted through and new/renew members will be reappointed at the following meeting.

Jim: Jeffco Public Health has made an offer and Ciarra Thompson has accepted the offer for Public Health's Coordinator's position. She will be starting in the next couple of weeks. Jeff will send an invite to Ciarra to attend the next meeting.

6. SharePoint Site

Newman

Kate: Some people are still having trouble getting into the SharePoint site. FYI: all items are still located in the Dropbox site. Kate asked that folks that cannot access SharePoint, to send over their names to her in next few days.

7. Communications Plan + Sustainability Tips

Patrick/Merrigan

Julia is absent. Connor/Jasmina have dropped Sustainability Tips into the SharePoint folder. Connor will send the tips link to Kate, who will then send the September tip over to Public Affairs for posting. Jeff stated that we also have tips for Clean Energy Power posted on the website.

Although Julia has not had a chance to work on the Carbon Loss challenge, Conor stated that the challenge is still in progress.

8. Project Updates

a. Sustainability Foundation / Climate Action Plan

i. Fund Update + Newsletter

Morse

Kevin is absent. Jeff stated that maybe we could do a Fall fundraising campaign to keep the momentum going. He will update Kevin since he was initially leading the fund initiative.

A \$5K contribution was received from Ball Corporation in June. Including Public Health department's contribution, the fund balance is currently at \$60,396. A portion of that will go towards Climate Action Plan funding and part allocated for the work ICLEI did with the Green House Gas Inventory.

Kevin has created a newsletter to let corporate fund donors know where we're at and what we're doing. Frank volunteered to help with tweaking the graphics and finalizing the document. Kate is to reach out to Rebecca (fund contact) to see if she can provide a spreadsheet that shows whether donors would like to be anonymous or not.

Frank will contact Olin at NREL to see if they'd like to make the contribution that they alluded to a few months ago. Jeff will reach out to Waste management again to check with them.

ii. CAP/ GHG Inventory Updates

Wong/Newman/Meulemans

Jeff: The evaluation committee is currently looking over the proposal. Jabez is the county's staff contact for proposals. We could possibly have a decision, and maybe even a contract, over next 4-6 weeks.

Jabez: Five proposals that met minimum qualifications are being looked at. Up to 6 weeks is good estimate.

Jabez: ICLEI has completed 2015 inventory. Invoice has been approved and have been asked to prepare a recorded presentation on findings of Green House Gas Inventory to share amongst the group/county staff.

Kate: The report for 2015 can be found on SharePoint site. Jeff will track down the 2018 report if it's not in there.

b. Partners in Energy

Wong/Blazek/Morse

Kevin is absent, no progress on commercial end. Cedar and Jeff got together to talk about residential energy campaign. There's still a push to get info out to HOAs about energy efficiency with a focus on unincorporated Jeffco.

c. Other Projects and Updates

Wong

None.

9. ICLEI Membership Overview

Angie Fyfe

Currently, our ICLEI (International Council for Local Environmental Initiatives) membership is split between the Sustainability Committee and the Public Health Department. Angie Fyfe, Executive Director for ICLEI, gave a brief presentation on their membership benefits and how the county might be able to better utilize its resources.

A few highlights:

- Tom Herrod is the advisor for our county's team.
- ICLEI works exclusively with local and regional governments, of all sizes
- Through membership, opportunity to do networking and collaboration with other county government who have similar structures, goals and are working on some of the same strategic initiatives that we are.
- Each ICLEI member will receive an ICLEI Member Journey, as well as Cohort training.
- Technical one-on-one coaching calls.
- Currently have 325 members across 45 of 50 states.

- Tools: Land Emissions and Removals Navigator tool, Google Environmental Insights Explorer, The Replicate MAP, ClearPath Calculators

Discussion/follow ups:

- (Jim) – What is ICLEI doing regarding Health Equity and Environmental Justice elements of climate change and sustainability
- (Jim) - Perhaps have ICLEI work on the Vulnerability Assessment to be utilized for CAP itself rather than including that in the RFP.
- (Jim) - Involving Tom/staff to guide us on services we should take advantage of or could integrate into our CAP project.
- (Jeff) – Perhaps have a Member Journey meeting with Tom (Jim, Kate, Jabez).
- (Jabez) - Hear from ICLEI on ideas how we can better utilize membership, from the point we're currently at.
- (Connor) – EIE tool:
 - Can we get into the tool now to request data? Yes, Tom can make the request.
 - Learning tool: do we need to see if county's GIS dept has tree cover or impervious surface layer? Yes, GIS data is critical.
- (Angie) - re: Fleet: DRIVE tool just released through Electrification Coalition, can run analysis to determine potential to convert to electric vehicles.

10. Meeting Adjournment - Meeting adjourned at 5:22 pm

Attachment: ICLEI presentation

Minutes by: D. Allen