

Meeting Summary
Yolo County Climate Action Commission
November 1, 2021 | 5:30 PM – 7:50 PM

Commissioners:

Suzanne Reed, District 1
Robin Datel, District 2
Mark Aulman, District 3
Andrew Truman Kim, District 4

Adelita Serena, District 5
Chris White, Technical Lead
NJ Mvondo, Environmental Justice Lead

Board Subcommittee on Climate

Supervisor Don Saylor, District 2
Supervisor Jim Provenza, District 4

Summarized Meeting Agenda

1. Authorize remote (teleconference/videoconference) meetings
2. Public Comment
3. Approve meeting summary from September 30, 2021
4. Updates from September 30, 2021 meeting
5. Brown Act training
6. Revised Charter
7. Appoint Commission Chair
8. Appoint Two At-Large Commission Members
9. Discuss Appointment of Up to Two Additional Climate Scientists/Subject Matter Experts
10. Early Action Memo
11. Next Steps

Yolo County Staff Action Items

- Provide Commission members with more information about the people/organizations on distribution list
- Revise charter with Commission member feedback
- Provide the Commission with direction on how to further develop list of early actions based on additional criteria and revise the early action memo as necessary for consideration at the next Commission meeting
- Modify website to use common terminology, remove outdated documents, and improve access to updated, relevant documents.
- Improve the search engine optimization for the web site so the Commission web site comes up more frequently in a search
- Edit the charter to require Brown Act training for Commission members and working group members, suggested by Supervisor Provenza.
- Determine whether working group members are subject to the Brown Act

- Reopen the application process for at-large commission members
- Remove mandate related to requiring electrification of buildings from the early action list because the state has mandated it
- Explore signing up for the Tech Initiative as a partner (www.energy-solutions.com/tech)
- Include a discussion of whether the Climate Action Plan will focus on the unincorporated area or countywide on the next commission agenda

Commission Member Action Items

- Conduct additional recruitment/outreach for at-large Commission seats, with a focus on the unincorporated area
- Share best practices for Climate Action Plans and Request for Proposals for Climate Action Plans with County staff, if known
- Submit additional early actions, as needed, consistent with the early action eligibility criteria

Decisions

- Commission approved the addition of two climate scientists/subject matter experts to the Commission
- Commission appointed Pelayo Alvarez and Bernadette Austin as the two additional climate scientists/subject matter experts
- Commission postponed election of two at-large community members to January 2022
- Commission will not have a Secretary
- Commission will vote on Chair and Vice Chair at December meeting

Meeting Minutes

1) Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic.

- Staff recommends the Commission make the following findings:
 - The Yolo County Climate Action Commission has reconsidered the circumstances of the state of emergency proclaimed for the COVID-19 pandemic; and
 - Local officials continue to impose or recommend measures to promote social distancing.
- M. Aulman moved the recommended action and S. Reed seconded. The motion passed unanimously.

2) Public Comment – this item is reserved for public comment on items relating to Commission business that are not on the agenda. Public comment for items on the agenda will be taken when that agenda item is considered

- No public comment

3) Approve meeting minutes from September 30, 2021

- S. Reed moved approval of the meeting minutes and A. Kim seconded. The motion passed unanimously.

4) Updates from September 30, 2021 meeting

- Commission website
 - S. Reed suggested to use common terminology on website, remove outdated documents, and improve access to updated, relevant documents
 - N.J. encouraged staff to update the search engine optimization (SEO) so when people search the website YCCAC comes up
- Commission meeting announcement distribution list
 - R. Datel requested more detail on who was on distribution list
- C. Tschudin will reach out to Clerk of the Board to provide information about people/organizations included on the distribution list Contact list
 - S. Reed requested clarification about the difference between distribution list and contact list
 - T. Echiburu clarified the contact list provides contact information of Commission members

5) Brown Act training

- Training is not mandatory, but County will provide online training
- D. Saylor encouraged Commission members to take training to ensure Commissioners are aware of required processes
- J. Provenza noted that this Commission could require Commission members take the training, and suggested to adding the requirement to the Charter; T. Echiburu agreed
- N.J. Mvondo stated she hopes to make the Brown Act training available to working group participants

6) Revised Charter (Attachment A)

- J. Provenza recommends Board resolution be attached to the charter
- S. Reed expressed opposition to the Officer election process that requires the Chair be selected from among only Board-appointed Commission members and the Commission discussed alternatives.
 - S. Reed moved to modify the charter to allow all voting members to elect the officers. NJ Mvondo seconded the motion. Motion passed unanimously.
- S. Reed would like clarification on role and specific duties of Secretary
 - T. Echiburu clarified that County staff should fulfill the role of providing meeting notices
 - T. Echiburu clarified the purpose is for the Secretary to review meeting notes, repeat the motion, and perform other duties as described in the charter
 - S. Reed recommended roll call to be added as responsibility of the Secretary

- D. Saylor questioned if a Secretary is required for this Commission
- M. McCormick stated the purpose of the Secretary is to improve coordination between the work of the Commission and County staff, but the Secretary role is not required
- R. Datel suggested the responsibilities of the Secretary be moved to the responsibilities of the Vice Chair
- T. Echiburu recommended the Commission move to amend the charter, including: (1) eliminate the Secretary position, (2) assign responsibility of sending meeting notices and drafting minutes to County staff, (3) have Vice Chair assume remaining Secretary roles, and (4) revise timeline of Commission report on the CAP to “one year” from establishment of Commission
 - S. Reed moved the recommended action and R. Datel seconded. Motion passed unanimously

7) Appoint Commission Chair

- Tabled to after the Board approves charter based on prior motion

8) Appoint Two At-Large Commission Members

- Commission, after moving to agenda item 9 and passing motion to appoint two additional subject matter experts, decided to postpone election of two additional at-large commission members to provide an opportunity to analyze the diversity (geographic, ethnic, age, and areas of expertise) of the Commission
 - S. Reed suggested Commission members, staff and other interested stakeholders conduct outreach to find potential nominees residing in unincorporated Yolo County
 - (1) T. Echiburu agreed additional outreach is needed, but reminded the Commission members to ensure applicants apply through the Yolo County advisory committee process
 - T. Echiburu asked Commission if they would like to wait on voting of officers until after the at-large appointments have been made.
 - (1) J. Provenza said it is important to seat the Chair as soon as possible
 - (2) D. Saylor urged the Commission to select Chair at the next meeting. He suggested appointing the Chair at next meeting and appointing the at-large Commission members later.
 - (3) S. Reed agreed officer appointments should take place at next meeting
 - Commission agreed Commission members, staff, and interested stakeholders should recruit people from the unincorporated area
 - The Commission asked County staff to reopen the application process.

9) Discuss Appointment of Up to Two Additional Climate Scientists/Subject Matter Experts

- S. Reed moved to create two positions for climate scientists/subject matter experts on the Commission. M. Aulman seconded the motion
- Discussion
 - (1) NJ Mvondo thinks the two additional subject matter experts should have complimentary expertise to existing members. Several of the applicants have an interest in public outreach and have existing networks to enhance outreach

efforts; therefore, the Commission's work would be enriched with two additional climate scientists

- (2) A. Kim thinks adding the two additional climate scientists would reduce possibility of Brown Act violation occurring
 - Motion passed unanimously.
- The Commission discussed individuals to appoint to the two new climate scientist/subject matter expert positions
 - A. Kim made the motion to appoint P. Alvarez S. Reed seconded the motion. Motion passed unanimously
 - S. Reed moved to appoint Bernadette Austin to the Commission. R. Datel seconded
 - Discussion
 - (1) A. Kim noted that her relationship to UC Davis is a benefit
 - Motion passed unanimously.

10) Early Action Memo (Attachment D)

- T. Echiburu said staff received eight proposals from Commission members and two from other stakeholders
- P. Marchand noted that more information is needed for each project that provided in the memo to identify matching grants for project proposals
- T. Echiburu requested Commission confirm the early actions list complete, and prioritize top five items for staff to build out into full project descriptions
- A. Kim said he is waiting for feedback from organizations that would be best suited to implement programs and requested to extend the deadline.
- J. Provenza clarified that the resolution referred to countywide, not just the unincorporated area
- M. Aulman commented the goal of achieving carbon negative status requires not just elimination of fossil fuels, but also removal of carbon from the atmosphere
- R. Datel and A. Kim would like additional guidance from staff on what projects will be most impactful based on what has already been done.
 - In addition to the existing criteria, Commission members suggested additional criteria/clarification on early actions, including:
 - (1) What is the greenhouse gas emission reduction/impact of early actions?
 - (2) Should there be an early action for each sector (transportation, waste, etc.)?
 - (3) How should equity be considered/prioritized?
 - (4) Is the project eligible to receive American Rescue Plan funding?
 - (5) What is the timing of implementation?
- D. Saylor noted that collaboration with cities in creating Valley Clean Energy and installing photovoltaic arrays for County government were the most meaningful action the County took since passage of the last Climate Action Plan.. Recommended the Commission to (1) create framework to evaluate the impact of early actions, (2) select early actions, and (3) build partnerships with cities, school districts, special districts, and

other agencies. He emphasized the need to show early success in areas the County can “make happen.”

- C. White said the early action list of projects is a “great list” and contains a lot of items the County can do quickly
- C. White said she is concerned adding to the list may slow the process and defeat the purpose of “early actions”; she wants to keep things moving
- C. White would like to remove electrification of buildings from the list of early actions because the state is mandating a new code which requires it
- C. White recommended Yolo County sign up with the Tech Initiative now (www.energy-solutions.com/tech) as a partner; could provide funding for early actions
- S. Reed asked how early actions process interacts with the allocation of the \$1 million in American Rescue Plan funding
 - J. Provenza clarified that Commission will recommend to the Board how American Rescue Plan funding should be allocated
- C. White recommended the County not move forward with the proposed off highway vehicle park because of the greenhouse gas emissions. She also mentioned that other cities are enforcing anti-idling policies and eliminating drive-throughs.
- A. Kim thought early action proposals would be funded from the Climate Action Fund, as proposed for the American Rescue Plan allocation. He therefore thought proposals needed to be consistent with the American Rescue Plan guidelines, which includes a connection with COVID-19.
 - J. Provenza confirmed the American Rescue Plan funds may require a connection to COVID-19, but that there are other sources of funding that will be considered for early action proposals.
 - A. Serena stated there are strong connections between COVID-19 relief and greenhouse gas emission reduction policies/actions
- T. Echiburu noted Yolo County staff ad hoc climate resiliency group is a good group with which to collaborate on proposals that include other agencies and stated they hired a consultant to measure greenhouse gas emissions consistently using the same model.
- T. Echiburu understands the next step is for the County to provide the Commission with more clarity on how to develop and prioritize early actions

Public Comment

- C. Shewmaker agreed we need to identify greenhouse gas emission reduction impact of early actions as part of the prioritization process. Also noted Yolo County could focus on electrification of County buildings to send a message.

11) Next Steps

- Date for next meeting- December 2nd
- Add/revise early actions in December, prioritize in January, and match priorities to grant opportunities in February
- Commission recruitment/outreach for at-large community members

- Commission members encourage community members to apply on County website
- NJ Mvondo requested a set-time for Commission meeting
- NJ Mvondo requested for County staff to summarize action items for Commissioners
- A. Serena requested that all docs that Commission are expected to review be sent in one email
- M. McCormick requested Commission members share best practices for CAPs and RFPs with County Staff
- S. Reed would like to clarify if CAP will take into consideration greenhouse gas emission reduction of unincorporated or county-wide at the next meeting