

Climate Action Steering Committee

Meeting #4 Agenda

June 28, 2021, 3-5 PM

In order to comply with the Governor's guidance to "Stay Home and Stay Healthy" and in keeping with the Proclamation by the Governor Amending Proclamation 20-05 Open Public Meetings Act and Public Records Act issued on March 24th 2020, participation in this meeting will be through **remote access only**.

To register to attend the meeting:

https://us02web.zoom.us/webinar/register/WN_pi0jimAMTkSERXRp2-n7KA

After registering, you will receive a confirmation email containing information about joining the meeting.

NOTE: Committee members will be pre-registered and will receive a separate link to join the meeting.

	Estimated*
1. OPENING	20 min
1a Call to Order	
1b Introductions	
1c Approval of Agenda	
1d Approval of Previous Meeting Summary	
<ul style="list-style-type: none">Attachment 1: May 24 Meeting Summary	
1e Opportunity for Public Comment	
During this portion of the meeting, members of the public may address the Committee regarding the Committee's business. Public comment for this meeting will be accepted in written and oral format.	
<ul style="list-style-type: none">Written comments: The deadline for submitting written public comments is noon (12 pm PST) the Friday preceding the meeting, June 25, 2021. For written comments, please include your name and address, your comment, and email them to climate@trpc.org. Written comments received by the deadline will be provided to the Committee prior to the meeting.Oral comments: Please indicate that you wish to provide public comment when registering for the meeting. The Chair may limit oral public comments to two (2) minutes or less, depending on the meeting agenda and number of people wishing to comment. The Chair may allow for additional public comment to be taken at the end of the agenda for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted time.	
2. PRESENTATIONS	INFORMATION 40 min
2a. State Energy Strategy – Michael Breish & Glenn Blackmon, Washington State Department of Commerce	
<ul style="list-style-type: none">Department of Commerce staff will present on state energy strategy, decarbonizing the transportation sector, and resources for local governments.	
2b. TCMP Equity Assessment – Allison Osterberg, TRPC	
<ul style="list-style-type: none">TRPC staff will give an update on a supplemental assessment of the Thurston Climate Mitigation Plan, funded by a grant from the Department of Commerce.	
3. COMMITTEE BUSINESS	30 min
3a. Long Term Governance Agreement – Allison Osterberg, TRPC	DISCUSSION
<ul style="list-style-type: none">Attachment 2: Long Term Governance Agreement Options	
4. STANDING AGENDA ITEMS	INFORMATION/ DISCUSSION 30 min

4a. **Jurisdictional Information Sharing** - All

Members share progress on implementation of the Thurston Climate Mitigation Plan or other relevant topics

4b. **Legislative Updates** – Karen Parkhurst, TRPC

Updates on state or federal legislation related to implementation of the Thurston Climate Mitigation Plan

4c. **Grant & Other Funding Opportunities** – All

Review any pending or upcoming funding opportunities related to implementation of the Thurston Climate Mitigation Plan

5. **ADJOURN**

*The times listed above are estimates. Items may not take the time allotted, and the meeting may adjourn early if all business has been completed.

NOTE ON PUBLIC PARTICIPATION VIA ONLINE MEETING:

TRPC reserves the right to limit public participation to the public comment section of the agenda. A participant may be removed from the meeting if they engage in disruptive behavior which may include the following:

- Promoting or advertising commercial services, entities or products.
- Supporting or opposing political candidates or ballot propositions.
- Distributing obscene content.
- Engaging in illegal activity or encouragement of illegal activity.
- Promoting, fostering or perpetuating discrimination on the basis of creed, color, age, religion, gender, gender identification, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation information that may tend to compromise the safety or security of the public or public systems.
- Threatening or intimidating language, containing cyber bullying.
- Otherwise engaging in disruptive behavior that is unrelated to the content of the meeting.

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If you need special accommodations to participate in this meeting, please call us at 360.956.7575 by 10:00 a.m. three days prior to the meeting. Ask for the ADA Coordinator.

For TDD users, please use the state's toll-free relay service, 711 and ask the operator to dial 360.956.7575.



Climate Action Steering Committee Meeting #3 Summary - DRAFT May 24, 2021, 3:00-5:00 PM

Link to packet and presentations:

<https://www.trpc.org/Calendar.aspx?EID=558&month=4&year=2021&day=26&calType=0>

Agenda Item	Notes
<p>1. Call to Order, Introductions, & Public Comments</p>	<p>Chair Parshley called the Climate Action Steering Committee (CASC) meeting to order at 3:01 pm.</p> <p>Steering Committee members, support staff from Thurston Regional Planning Council (TRPC), staff from Thurston County and the cities of Lacey, Olympia, and Tumwater, provided self-introductions.</p> <p>Chair Parshley requested approval of the agenda.</p> <p>Committee Member Pratt, moved, seconded by Committee Member Swarthout, to approve the agenda.</p> <ul style="list-style-type: none"> • Motion to adopt the Climate Action Steering Committee agenda is approved. <p>Committee Member Swarthout, moved, seconded by Committee Member Pratt, to approve the April 26, 2021, meeting minutes.</p> <ul style="list-style-type: none"> • Motion to adopt the Climate Action Steering Committee’s April 26, 2021, meeting minutes is approved. <p>Chair Parshley called for comments from members of the public. There were 2 public comments. Brief summaries follow:</p> <p><i>Jeff Miller:</i> Mr. Miller inquired if the Steering Committee would have a future meeting which will invite stakeholders to present on what services they can provide to meet the Climate Mitigation goals.</p> <p><i>Tom Crawford:</i> Citizen Tom Crawford commented on the issues with availability of electric vehicle (EV) mechanics. Mr. Crawford advised that manufacturers don’t allow dealers to sale electric vehicles unless they have mechanics that have taken their EV training programs. Mr. Crawford stated there are only two EV mechanics currently in Olympia.</p>



	<p>Mr. Crawford, as Chair of the Thurston Climate Action Team (TCAT), provided a written report on the Thurston Climate Action Team’s recent activities:</p> <ul style="list-style-type: none"> I. Facilitated agreement among realtors, builders, financial institutions and others on requiring energy audits at point of sale or remodel. This is now ready for drafting ordinance language. II. Worked with county staff to obtain Commissioners’ agreement to develop an ordinance authorizing Commercial Property Assessed Clean Energy and Resilience (CPACER) in Thurston County. III. Preparing for Chrysalis Project workshops to paint a mural in downtown Olympia IV. Supporting Squaxin Island Tribe in completing a climate change internship funding proposal. V. Working with various Black, Indigenous, and People of Color (BIPOC) groups in Thurston County on an EPA Climate Justice funding proposal. VI. Encouraged Lacey residents to participate in city survey and public hearing on the Thurston County Mitigation Plan (TCMP).
<p>2. Thurston County Action Team (TCAT) Energy Efficiency Program</p>	<p>Tom Crawford, Chair of the Thurston Climate Action Team (TCAT), and Chris van Daalen, member of TCAT, briefed the Steering Committee on a TCAT Energy Efficiency Program Design proposal.</p> <p>The proposal includes a county-wide energy efficiency program which would advance the Thurston Climate Mitigation Plan Priority Actions, complement work on the Housing White Paper, benefit low-income and people of color, and build community partnerships.</p> <p>Mr. Daalen requested that the Steering Committee agree to advance the TCAT Energy Efficiency Program Design proposal to work in tandem with, and support, the Housing White Paper.</p> <p>There was discussion on next steps. Vice Chair Menser advised that the Thurston County Board of County Commissioners (BOCC) put aside funding last summer for the TCAT Energy Efficiency Program based on a contingency that the other jurisdiction would contribute funding. At the time, the other jurisdictions were unable to commit.</p>



	<p>TCAT went back to the BOCC in the fall and requested the BOCC release the funds that were committed in the summer to start the design process. The BOCC agreed if the other jurisdictions would guarantee funding when it was time to launch the program. At that time, not all the other jurisdictions were able to make that commitment as well.</p> <p>Some members of the Steering Committee advised they would need to go back to their jurisdictions to have a conversation to see if they will be able to commit, and if so, the timeline due to budget constraints.</p> <p>TRPC Senior Planner Allison Osterberg advised that there will be more discussion at the next Steering Committee meeting.</p>
3. Committee Business	<p>TRPC Senior Planner Allison Osterberg led the discussion for Long Term Governance Agreement Options. One of the deliverables under the Phase 3 Interlocal Agreement is to develop a long-term governance agreement to support a coordinated regional approach to climate mitigation. A draft of the agreement will come before the Steering Committee in August or September, with the final agreement in November.</p> <p>TRPC staff has started to look at different models that others are doing for multi-jurisdiction climate collaboration efforts. Ms. Osterberg provided different options that others are doing. Today's discussion includes:</p> <ul style="list-style-type: none">• Goals/purpose• Oversight committee• Role of public and private partners
4. Standing Agenda Items	<p>Members shared progress on implementation of the Thurston Climate Mitigation Plan and other relevant topics.</p> <p>Members discuss the process for letters of support.</p> <p>There were no legislative updates.</p>
5. Adjourn	Meeting was adjourned at 5:05 pm.



Meeting Attendance

Steering Committee Present Online:

Lisa Parshley – City of Olympia, and Chair
Pamela Braff – City of Olympia
Yen Huynh – City of Olympia Councilmember
Pete Kmet – Mayor of Tumwater
Cynthia Pratt – City of Lacey
Carolyn Cox – City of Lacey

Jessica Brandt – City of Lacey
Tye Menser – Thurston County Commissioner,
and Vice Chair
Eileen Swarthout – City of Tumwater
Brad Medrud – City of Tumwater

Public Present Online:

Thad Curtz
Tom Crawford
Wendy Couture
Matthew Mauer
Jeff Miller

Chris van Daalen
Paul Berendt
Melinda Hughes
Wayne Olsen

Staff Present:

Allison Osterberg, Senior Planner
Marc Daily, Executive Director
Burlina Lucas, Administrative Assistant
Dave Read, IT Manager

Next Meeting: June 28, 2021, 3-5:00 PM

Thurston Climate Mitigation Plan Coordinator:

Allison Osterberg

osterbergA@trpc.org

360.956.7575 (main) or (360) 741-2513 (direct)

Link to project website: <https://www.trpc.org/Climate>

TRPC website: <https://www.trpc.org/>

*Meeting summary is prepared by Burlina Lucas, Administrative Assistant, Thurston Regional Planning Council
This summary is not verbatim. A recording of this meeting is available upon request or available at
<https://www.trpc.org/Calendar.aspx?EID=559&month=5&year=2021&day=24&calType=0>.*

MEMORANDUM

TO: Climate Action Steering Committee (CASC)
 FROM: Allison Osterberg, Senior Planner, Thurston Regional Planning Council
 DATE: May 17, 2021
 SUBJECT: Long Term Governance Agreement Options

Requested Action

Discuss and provide guidance on options to include in a longer term governance agreement.

Background

Under Task 2 of the Phase 3 Interlocal Agreement, the CASC is charged with reviewing options to develop an agreement for longer-term governance to support a coordinated regional approach to climate mitigation.

Components of that agreement are to include:

- Oversight committee
- Role for key public and private sector partners in plan implementation and oversight committee
- Monitoring
- Public Outreach

In order to facilitate this discussion, staff have begun reviewing governance examples from other multijurisdictional climate collaboratives. Two key resources include [Lessons in Regional Resilience](#), a 2017 report by the Georgetown Climate Center based on six case studies, and [Regional Collaboratives for Climate Change](#), a 2019 report by the Institute for Sustainable Communities.

Below are some key questions for discussion to guide development of governance options.

Purpose/Goals

- What are the purpose and goals of the long-term governance agreement?

Currently, the purpose of the CASC is to “guide regional coordination of climate mitigation activities.” Identifying the overarching purpose and goals of the agreement will help define other pieces of the agreement.

Example #1 – The King County-Cities Climate Collaborative (K4C) agreement is founded on the following goals:

- **Outreach** – to develop, refine, and utilize messaging and tools for climate change outreach to engage decision makers, other cities, and the general public
- **Coordination** – to adopt consistent standards, benchmarks, strategies, and overall goals related to responding to climate change
- **Solutions** – to share local success stories, challenges, data and products that support and enhance climate mitigation efforts by all partners
- **Funding and resources** – to secure grant funding and other shared resource opportunities to support climate related projects and programs

Example #2 – The [San Diego Regional Climate Collaborative](#) has the following goals:

- Support regional efforts and advance comprehensive solutions to reduce greenhouse gas emissions and prepare for local climate change impacts.
- Communicate about the leadership of the Climate Collaborative and the San Diego region to local, state, and national leaders, peers, and funding institutions.
- Build capacity within San Diego regional public agencies through networking, training and partnerships with academic institutions, businesses, and non-profits.

Membership

- What entities can be members of the agreement?

Currently, membership of the CASC is limited to the four jurisdictional partners of the *Thurston Climate Mitigation Plan*. The CASC could maintain this structure, or invite additional local governments, tribes, public agencies, nonprofits, or private partners to become members. Membership could be limited to ensure representation by certain interest groups (ie, business interests, environmental interests), have a cap on total number of members, or open.

There can be tiers to membership: one option used by some collaborative groups is to limit decisionmaking to a Steering Committee of local government representatives (who pay dues), but open membership to non-voting or ex-officio members. Figure 1 shows some of the range of approaches taken by other climate collaboratives.

FIGURE 1. SOURCE: GEORGETOWN CLIMATE CENTER

Figure 2: Comparison of Organizations Characteristics of Collaboratives Studied

Collaborative	Membership [†]				Administrative or Fiscal Host	Funding Source(s) [‡]				
	Local government & utilities*	Public agencies & utilities*	Nonprofit, Academia	Business/Private		Member dues/Cost-share	Philanthropic grants	State or federal grants	Other	In-kind services
King County-Cities Climate Collaboration (K4C)	✓	✗	✗	✗	County	✓				✓
Capital Region Climate Readiness Collaborative (CRC)	✓	✓	✓	✓	Nonprofit – Local Government Commission	✓			✓	✓
Sierra Climate Adaptation & Mitigation Partnership (Sierra CAMP)	✓	✓	✓	✓	Nonprofit – Sierra Business Council	~	✓		✓	✓
Los Angeles Regional Collaborative for Climate Action and Sustainability (LARC)	✓	✓	✓	✓	University – UCLA	✓		✓		✓
San Diego Regional Climate Collaborative (SDRCC)	✓	✓	✓		University – USD	~	✓	✓	✓	✓
Southeast Florida Regional Climate Change Compact (Compact)	✓	✗	✗	✗	Nonprofit – Institute for Sustainable Communities; County – Broward (fiscal)	✓	✓	✓		✓

†Note on Membership: “✗” indicates entities/organization types that are not eligible at all for membership in the collaborative, while blank spaces indicate member types that are eligible but so far the collaborative does not have any from that category.
 ‡Note on Funding Sources: blank spaces indicate funding sources not used to date, while tildes (“~”) indicate mixed or optional dues structures (i.e., SDRCC, which does not charge dues to public agency members, and Sierra CAMP, which has a voluntary/suggested contribution structure).
 *Other public agencies include regional authorities like water and air districts, councils of government, port authorities, etc. Utilities (e.g., electric) are included in this category regardless of ownership.

Funding

- How should long-term coordination be funded?

Currently, each of the four founding partners pay an equal share of the total amount identified to complete an annual work plan.

Many climate collaboratives use annual dues to fund their work, either as equal shares or with a dues structure tied to population or other factors. Some require dues only of members with decision authority (if decisionmaking is limited to certain members), make dues voluntary, or allow for in-kind contributions (such as staff time) in lieu of dues.

Figure 1 (above) shows the range of approaches to funding taken by some existing groups.

Convening

- What type of regular meetings will be held?

Currently, the Climate Action Steering Committee meets 6-12 times in a year, a Multijurisdictional Staff Team meets 7-10 times a year, and the Phase 3 agreement allows the partners to create issue-specific work groups (not currently funded). The long term governance agreement should specify the type and frequency of meetings, including the potential for formal or ad-hoc subcommittees, and involvement of staff.

Example #1 – The [Capital Region Climate Readiness Collaborative](#) (Sacramento, CA area) hosts quarterly workshops for its full membership list on a topics of interest (like transportation or flood risk) and has a smaller Steering Committee that meets more regularly to guide work.

Example #2 – The [King County-Cities Climate Collaborative](#) (K4C) holds monthly meetings for staff from the partner jurisdictions (60-90 minutes), and an elected official work session two times per year, typically in spring and fall.

Example #3 – The [Los Angeles Regional Collaborative for Climate Action and Sustainability](#) (LARC) holds membership meetings every other month, and has a Governing Body limited to seven members, elected from among the full members, that meets quarterly.

Decision Options

No decision needed at this time. Staff will use committee feedback on the questions noted above to develop a draft agreement or additional options that will be brought back for the CASC's review.