

Snohomish County Ad Hoc Climate Action Advisory Committee (CAAC)

Meeting 1: Meeting Summary

Wednesday February 19, 2020

6pm-8pm

Snohomish County Administration Building, 3000 Rockefeller Ave., Everett 98201
Executive Office Large Conference Room, 6th Floor of the Administration West Building

Attendees: Stan Gent, Linda Lyshall, Suzy Oversvee, Jeanine SanClemente, Patrick Sisneros, Margaret Seaney, Jon Witte, Ian McCluskey, Tom Campbell, Yolimar Rivera-Vazquez, Jake Salvador, Lisa Dulude (County staff), Kevin Ruuhela (County staff)

Not present: Ryan Miller, Anthony Gromko

(Underlined Italics indicate action items/decisions; follow-up items in bold italics)

1. **Welcome and opening remarks on CAAC** County Executive Dave Somers (5 min)

Lisa Dulude called the meeting to order. Executive Somers welcomed everyone and gave opening remarks.

2. **Roundtable introductions and ice breaker activity** (60 min)

CAAC Members introduced themselves, providing background, experience and interest in being on the Committee. Members also participated in a short 'ice breaker' activity.

3. **Break** (5 min)

4. **Brief overview of CAAC role and establish committee 'ground rules'** (15 min)

Ground rules for CAAC established & will be posted at each meeting.

Member question: Is there a goal or target that the County has or is developing? Will the committee have input on this? **Staff answer:** A goal has been established for County government operations through [Joint Resolution 19-006](#), which was passed in Feb. 2019. Goal is 100% clean electricity by 2030 and 100% clean energy by 2045 for County government operations. Note: This is a resolution and is not a mandate or requirement (i.e. it is not in Snohomish County Code). ***Lisa to send a list of relevant documents to CAAC Members, including Joint Resolution 19-006, SOAP, 2014 GHG Emissions Inventory, etc.***

5. Schedule subsequent meeting dates (15 min)

CAAC Members agreed that evening meetings are necessary, county campus location is acceptable, time 5pm-7pm. Tuesday or Thursdays work for most people. Wednesdays do not work for one member. Meet monthly for the next few months to cover 'County government 101' and 'Climate Change 101' so that everyone has the same baseline information and context. Then meet every other month, unless Members request otherwise. ***Lisa to send Doodle Polls to CAAC Members by Friday 2/21 EOD for meetings for the rest of 2020.***

6. Committee positions, nominations, and elections/time permitting (20 min)

Positions will be elected annually. Lisa asked if Members want to wait to elect positions since two members are not in attendance. Committee Members agreed to move forward with hosting nominations and elections for Chair, Co-Chair, and Secretary.

Chair nominations – Tom Campbell. ***Elected by consensus – Tom.***

Co-chair nominations – Jeanine SanClemente. ***Elected by consensus – Jeanine.***

Secretary nominations – Jake Salvador. ***Elected by consensus – Jake***

Member Request: Please include a presentation of OES work/role in the 'County 101'.

Member Question: What work can the committee do to assist us (OES) in updating/revising the SOAP? **Staff Answer:** More discussion is needed on this, but OES could use help from Committee Members. Lisa to discuss further with Chair and Co-Chair separately, and also will be a topic for discussion on future agendas.

Member Question: How do various jurisdiction Plans intersect? **Staff Answer:** This can probably best be addressed by our Planning and Development Services Department during the 'County 101' presentation.

Member Question: What tools will the Committee use to communicate, share documents, etc.? Will work be subject to public records request? And do Members need a County assigned email address? Ian recommends Slack for collaboration, Yolimar recommends Google for document editing. **Staff Answer: *Lisa to check on whether Members will be assigned County email addresses and what document sharing platforms are approved/feasible through County IT services.***

Member Question: What will be publicly posted (docs, meeting notes, etc.)? **Staff Answer:** Meeting notes, meeting presentations, and documents reviewed or discussed during meetings will be posted to the CAAC webpage.

7. Adjourn