

# **Meeting Minutes**

TUESDAY, August 6, 2024 11:30 a.m. Balboa Park Club Ballroom 2150 Pan American Road West, San Diego, CA 92101

## Item 1: Call to Order & Roll Call

Chair Martin called the meeting to order at 11:46 p.m and then called roll.

Members Present	Members Absent	City Staff Present
Josh Dean	Jason Anderson	Shelby Busó
Alexa Marie Kerr	Cristina Marquez	Hector Gomez
Cindy Lin	Madison Swayne	Marissa Westerfield
Amy Ly		Joe Whitaker
Kelly Lyndon (Virtual)		
Tanisha-Jean Martin		
Kelly Mills		
Whitney Pearce		
Mahayala Slackerelli		
JD Weidman		

## **Item 2: Land Acknowledgement**

Chair Martin read a land acknowledgment to the group after providing an opportunity for members to provide additional acknowledgments (there were none).

## Item 3: Adoption/Modification of Agenda (Action)

Motion: MOVED/SECONDED Pearce/Weidman

Passed unanimously with Members Anderson, Marquez, and Swayne absent.

## Item 4: Approval of Minutes of July 19, 2024 (Action)

Member Pearce requested that the minutes be amended to reflect that Member Pearce is the chair of the Work Plan ad hoc committee.

Motion: MOVED/SECONDED Lin/Dean

The motion to adopt the amended minutes passed unanimously with Members Anderson, Marquez, and Swayne absent.

## Item 5: Announcements (Information)

Deputy Director Busó informed the board that the City's Chief Equity Officer has accepted a position in Washington D.C. and directed them to a press release describing the change.

## Item 6: Non-Agenda Public Comment

None

#### Item 7: Climate Advisory Board Bylaws (Discussion/Action)

Member Lyndon (Chair of the Bylaws Ad Hoc Committee) reported on further work on the Climate Advisory Board Bylaws. She stated that the committee incorporated comments from both the previous meeting and staff, made the quorum requirement explicit, and clarified that ad hoc committees are not subject to the Brown Act, but standing committees are.

Member Kerr raised a question about adding "mobility" to the Purpose and Intent statement. It was discussed and noted that the term has been added in Section B, which was acceptable to the Board.

Member Kerr inquired about unfilled board seats and it was confirmed there are now two vacancies. Deputy Director Busó clarified that a member resigned, and the Boards and Commissions office will work on recruiting for the vacancies. Chair Martin restated that Districts 8 and 9 have vacancies and encouraged members to share this information with potential candidates, and confirmed that candidates need to reside in those districts.

A motion was made to adopt the current version of the Bylaws.

Motion: MOVED/SECONDED Lin/Kerr

The motion passed unanimously with Members Anderson, Marquez, and Swayne absent, and a thank you was extended to Kelly for her contributions.

#### **Item 8: Mission Statement (Discussion)**

The board expressed interest in having a mission statement, although no formal committee is assigned to it. Member Lin inquired about the mission statement's alignment with the overall goals and stated that it should guide the work plan. She supported the idea of having a mission statement. Chair Martin suggested pulling content from the existing Bylaws. Deputy Director Busó reminded the board that they already have a Purpose and Intent Statement and read it aloud. Member Pearce expressed the opinion that the mission statement could be more concise. Chair Martin asked for volunteers for an ad-hoc committee, with Members Lin and Ly agreeing to participate. Member Lyndon questioned whether the timing was appropriate, suggesting the Work Plan should be clarified first, and then the mission statement could be revisited. Member Lin agreed, suggesting the board could craft a mission statement later in the

year. Chair Martin concluded the discussion by thanking Cindy and Amy for their willingness to look into it, and noted that the board would return to the matter later.

#### Item 9: Climate Advisory Board Workplan (Discussion)

Member Pearce (Chair of the CAB Work Plan ad hoc committee) provided an update on that committee's progress. The committee has defined recommended work streams and intends to map them out so they can assign actions to the board. Some work streams that generated discussion were outreach and board member expertise. The committee suggests that each board member attend meetings of at least two other organizations across the city and report back. The committee would also like to create a member expertise matrix to compare to the Climate Action Implementation Plan. Pearce requested to place this on the agenda for the next meeting.

Member Mills highlighted the CAP's mention of the update process and requested data from ILG's outreach work with Communities of Concern (staff indicated they could provide that).

Member Lin told the board about the Equity Working Group (EWG), which is open to the public and meets monthly. Member Lyndon also encouraged attending EWG meetings for educational purposes and learning about community groups. A discussion ensued about how the EWG and Climate Advisory Board (CAB) could collaborate, particularly on the Climate Equity Fund (CEF). Deputy Director Busó cautioned the board about potential Brown Act violations if a quorum of the board attends an EWG meeting.

Member Kerr proposed adding a recurring agenda item for staff updates on key issues and upcoming Council items, allowing the board to take supportive actions. Member Lin expressed concern that this might take time away from other topics.

Member Pearce raised the idea of identifying gaps in current City actions through a matrix, though there was concern it might delay progress.

Chair Martin suggested using announcements for staff updates about items going to Council and agreed with the idea of board members attending Council meetings to represent CAB's stance on issues.

The board discussed covering various areas by sharing expertise and passions, with each member selecting strategies to focus on.

Member Pearce proposed a poll to gather members' expertise, occupations, and preferred implementation plan strategies to champion, as well as which organizations to engage with. The discussion ended with reminders about future tasks.

#### Item 10: Overview of CAP and Current Status (Information)

Ms. Westerfield presented results from the city's 2022 Greenhouse Gas Inventory. [Member Mills left the meeting]

#### Item 11: Future Meeting Locations (Discussion)

Chair Martin proposed rotating through council districts for meeting locations. She suggested that the next meeting be in District 1 and then proceed through the rest of the districts in order. Meetings could be held in the Mission Valley Library if the original idea does not work.

The board voted unanimously to attempt rotating locations and that the next meeting would be September 10 in District 1 (Members Anderson, Marquez, Swayne, and Mills were absent).

## Item 12: Proposed Agenda Items for Future Meetings

Proposed items for future meetings were:

- Finish the Climate Action Plan presentation
- Continue the CAB Work Plan discussion
- A staff presentation on the Reach Code because it is likely to come to Environment Committee soon. Member Lyndon offered to support a presentation

#### [Member Pearce left the meeting]

Chair Martin introduced Peter Zahn and Scott Warren from Local Policy Lab. They described their previous work with other organizations and explained that they support groups on topics around democracy and climate, effective resident engagement, and how the Board could be most effective.

[Member Pearce left the meeting]

Chair Martin pointed out that because some members had to leave the meeting, this discussion could not progress too far. She added this to the proposed items list and said the board might invite Zahn and Warren back for a presentation at a future meeting.

[Member Kerr left the meeting]

#### Item 13: Adjournment

Chair Martin adjourned the meeting at 1:10 p.m.

The next meeting is scheduled for Sept 10, 2024, location TBD