



RESILIENCY ADVISORY BOARD

**Cynthia R. Harris (Chair), Eric Lardy (Vice Chair), Jamie Garrett (Secretary)
Ian Clappett, Erika Morgan, Stan Williams, A-bel Yee Gong, Andrew Meyer**

2025 Resiliency Advisory Board Work Plan - DRAFT

[Date of Adoption]

Meeting Dates and Deliverables

Each meeting of the RAB follows the agenda set out in the Bylaws. Every meeting should advance the three **Priority Goals** (discussed below), with time reserved for a **Strategic Issue**.

A **Strategic Issue** is a discrete, resiliency-related topic that reflects a concern critical to the City and is guided by both current events and public interest. A presentation or speaker will precede Board member discussion and public testimony on the issue, and the RAB may decide to take action. The intention is to help the City identify resources **needed to** strengthen the public’s resilience to various climate-related hazards.

The RAB will coordinate its Quarterly Reports to the Environment Committee with the Committee Consultant and Mayoral staff.

Note: These dates and agenda items are subject to change, in accordance with the Brown Act noticing requirements. Additional and joint meetings with other City advisory bodies may be added to the calendar. The public will be notified in accordance with Brown Act noticing requirements should meetings be added.

January 16, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Elect officers • Finalize 2025 Work Plan
February 20, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Strategic issue: TBD
March 13, 2025, at 1:00 pm	Quarterly Report to Environment Committee
March 20, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Strategic issue: Agriculture
April 17, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Adopt recommendations on the CRMP • Strategic issue: Human Health and Open Space
May 15, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Joint meeting

January 16, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Elect officers • Finalize 2025 Work Plan
February 20, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Strategic issue: TBD
	<ul style="list-style-type: none"> • Strategic issue: Ecological Recreation and Trails Master Planning
June 12, 2025, at 1:00pm	Quarterly Report to Environment Committee
June 19, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Strategic issue: Indigenous Traditional Ecological Knowledge and Co-Stewardship of Public Lands
July 17, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Strategic issue: Fishing Impacts, Regulation, and Access
No meeting in August	
September 16, 2025, at 1:00 pm	Quarterly Report to Environment Committee
September 18, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Strategic issue: TBD
October 16, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Joint meeting • Strategic issue: TBD
November 20, 2025, at 1:00 pm	<ul style="list-style-type: none"> • Review bylaws • Adopt recommendations on Goal #2 • Adopt Annual Report • Strategic issue: TBD
No meeting in December	<ul style="list-style-type: none"> • Submit Annual Report

Duties and Functions

- **Advise the Mayor, Council and relevant City departments on resiliency-related policies**, including the City's Climate Resilient SD Plan, as amended from time to time, Multiple Species Conservation Program, Biodiverse SD, Climate Action Plan Strategy 5 Resilient Infrastructure and Healthy Ecosystems, and other conservation and open space programs.
- **Advise the Mayor, Council and relevant City departments on issues related to climate mitigation and adaptation, natural space restoration, biodiversity and conservation**, and on the best approaches for implementing the City's resiliency, biodiversity and other related goals.
- **Develop recommendations on how the City can engage residents, communities and non-governmental organizations** to guide the implementation of the Climate Resilient SD Plan and other relevant plans or strategies, including providing input on plans, measures, budget priorities and other community engagement initiatives.
- **Engage with regional businesses, political leaders and public interest groups** in the areas of resiliency, climate, conservation, biodiversity, environmental justice and wetlands, and hold public forums for such input.

- **Coordinate with other City advisory boards and City departments**, such as the Community Forest Advisory Board, Planning Commission and the Climate Advisory Board.
- **Provide periodic reports to the Environment Committee, make recommendations for the City to engage in regional resiliency and biodiversity issues and advocacy** with state and federal agencies, and advise and support efforts to secure state and federal funding for resiliency-related issues.

Priority Goals

The RAB will focus its efforts on three goals every year. The combined goals should ensure the RAB meets its duties and functions under San Diego Municipal Code §26.1003. Each goal is feasible, actionable, and engages the expertise and experience of all RAB members. The RAB will establish three Task Forces to oversee and ensure implementation of each Priority Goal.

Goal 1: Establish a strong foundation

The City Council and Mayor established the RAB in 2024. The Board’s long-term success as the City’s preeminent advisory body on climate adaptation and biodiversity conservation means filling all 11 positions, developing a stable infrastructure, adopting clear rules and procedures, and introducing the RAB to San Diego residents and key stakeholders.

Objective	Action Item
Adopt bylaws	Develop and adopt a set of guidelines establishing the rules and procedures governing how the Board operates.
Address vacancies	Identify and recruit qualified candidates to fill the Board’s five vacant seats.
Establish standing subcommittees	Determine areas of greatest need of ongoing work and oversight, limited to three.
	Establish standing subcommittees and select members.
	Establish and implement meeting schedules and scopes of work.
Building the community’s awareness of the RAB	Identify realistic goals and associated metrics.
	Develop strategy to meet the goals, including timeline, target audiences, outreach tactics, and Board member assignments.
	Implement the strategy. Cynthia
	Evaluate effectiveness of the strategy.

Goal 2: Improve community resilience to wildfires

The RAB sets a tradition of selecting a cross-cutting, topical, and relevant theme each year to focus on. The theme will leverage the expertise of every Board member. The RAB will, over the course of the year, arrange hearings and presentations, review related research and policies, and submit to the City Council and Mayor a set of recommendations in the fourth quarter.

Objective	Action Item
Hold hearings	Identify and prioritize cross-cutting topics relevant to understanding the immediate, near-, and long-term risk of wildfire to San Diego's residents, businesses, natural resources, biodiversity, and infrastructure. Topic areas may encompass: public outreach, emergency response, cultural burning, environmental justice considerations, brush management, air quality and public health impacts, wildland-urban interface, and risk to the electric grid and built infrastructure.
	Invite presentations from City programs and other governmental agencies, non-governmental organizations, academia, Tribal Nations, impacted communities, and other key stakeholders. City entities may include: Fire-Rescue Department, Office of Emergency Services, Park & Recreation Open Space Division, Real Property, and Public Utilities Department.
Evaluate existing policies, programs, plans, resources, and research	Identify and review City and non-City research, plans, and policies most relevant to determining the scope of, and addressing, wildfire risk and impacts.
	Pinpoint key strengths, resources, gaps, redundancies, and weaknesses in existing City and inter-agency policies, plans, programs, and outreach strategies..
	Determine feasible solutions to identified gaps and weaknesses, and options for leveraging existing strengths and resources.
Advise City leadership on needed improvements	Adopt and present to the Mayor and City Council a report and set of recommendations to improve San Diego's resiliency to wildfires.

Goal 3: Evaluate and advise the Mayor and City Council on proposed resiliency- and biodiversity-related policies and plans

Advising City leadership is the core of the RAB's mission. The RAB anticipates reviewing up to three draft plans relevant to promoting resilience and biodiversity in 2025 and will follow a robust process of review, open discussion, and stakeholder outreach to synthesize a comprehensive set of recommendations.

Objective	Action Item
Review and evaluate proposed policies and plans	Select items to focus on during the year, based on community priorities and the RAB's capacity and expertise of its members. Upcoming initiatives include: Urban Forestry: Ready, Set, Grow; Urban Water Management Plan; Coastal Resilience Master Plan; Natural Resource Management Plans; and Environmental Justice element of the City's General Plan.
Evaluate progress on existing plans and projects	Identify up to three major resiliency- and/or biodiversity-related City plans and projects (e.g., Climate Resilient SD).
	Determine to what extent the City tracks implementation and makes that information publicly available and easily accessible.
	Obtain City staff assistance in measuring implementation of plans/projects not regularly tracked.
	Analyze extent to which the City is on-track with implementing plans/projects.
Produce brief progress report that incorporates a set of recommendations.	
Presentations	Based on prioritization, invite presentations from City programs and other governmental agencies, non-governmental organizations, academia, Tribal Nations, impacted communities, and other key stakeholders. City entities may include: Office of Emergency Services, Park & Recreation Open Space Division, Parks & Recreation Rangers, City grant writers, Stormwater Department, and Public Utilities Department, San Diego Regional Climate Collaborative, orgs that are seeking to re-establish Native American stewardship of public land.
Outreach to potentially affected communities	Identify communities and stakeholders most directly impacted by the proposed policies/plans selected for evaluation. E.g., Tourism businesses/orgs, neighbors of City parks and open spaces, and Chambers of Commerce.
	Contact organizations representative of identified communities and stakeholders and request their input. This may involve attending and presenting at organization meetings.
Advise City leadership	Adopt and present to the Mayor and City Council a set of recommendations regarding each policy and plan reviewed.
Track implementation of recommendations	Incorporate into the 2026 Annual Work Plan systematic monitoring of whether and how City leadership adopts the RAB's recommendations. Metrics may include: policy adoption,

	funding allocation, and integration of recommendations into existing or new City plans and programs.
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Accountability

The RAB will carry out the following measures to ensure Board members individually and collectively are held accountable for fulfilling their duties and responsibilities by implementing the Annual Work Plan:

- Assign responsibility by task force or ad hoc subcommittee. Develop detailed implementation plans with clear deliverables, responsible parties, timelines and deadlines, measurable outcomes, and progress status.
- Make quarterly reports to Environment Committee.
- Deliver progress reports at every RAB meeting.
- Establish a task force or ad hoc subcommittee for each goal.

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Resiliency Advisory Board Meeting Minutes

Date: Thursday, November 21, 2024 1:00-3:00 pm

Location: Civic Center Plaza, 1200 3rd Ave, 4th Floor, San Diego, CA 92101

Seated Board members: Ian Clampett, Jamie Garrett, A-bel Yee Gong, Cynthia Rose Harris, Erika Morgan, Eric Lardy, Andrew Meyer, Stan Williams.

Staff Liaison: Julia Chase, Chief Resilience Officer, City Planning Department

Item 1: Call to Order and Roll Call

Board Member	Attendance
Ian Clampett	Yes
Cynthia Rose Harris	Absent
Erika Morgan	Yes
Stan Williams	Yes
Eric Lardy	Yes
A-bel Gong	Yes
Jamie Garrett	Yes
Andrew Meyer	Yes

Item 2: Land Acknowledgement

Item 3: Adoption/Modification of Agenda Order

- None

Item 4: Announcements and Board Member Comments

- None

Item 5: Approval of Minutes

- Motion: Board member Morgan
- Second: Board member Williams

- Passes Unanimously

Item 6: Non-Agenda Public Comment

- Ann Fege discussed the City's tree planting grant and noted importance of providing opportunities to local communities and contracting with local businesses.
- No other public comment.

Item 7: Unfinished Business (1:07pm)

- None

8: Action Item(s)

(a) Discussion and Adoption of Bylaws

Board members discussed update bylaws. No edits were suggested. Motion to adopt draft bylaws.

- Motion: Board member Williams
- Second: Board member Clampett
- Passes Unanimously

(b) Creation of Ad Hoc Task Force to Develop 2025 ~~Action~~ Work Plan

- Board member Williams clarified 2025 Action Plan is same as 2025 Work Plan referenced in bylaws. Edit to agenda item for clarity
- Board member Meyer inquired about the timeline: Annual Work Plan to be discussed during January board meeting.
- Board members Meyer, Williams, and Clampett expressed interest in participating on the ad hoc subcommittee. Vice Chair Lardy noted Chair Harris indicated interest prior to this meeting.
- Motion to form 2025 Work Plan ad hoc subcommittee.
 - Motion: Board Member Williams
 - Second: Board Member Meyer
 - Passes Unanimously
- Board member Clampett asks if staff liaison will be able to support ad hoc committee for coordination with City efforts. Ms. Chase confirmed.

(c) Creation of Standing Subcommittee on Outreach Item (1:16PM)

- Board member Garrett commented on the important role such a standing committee would play, adding it will be absolutely crucial to engage the community and to have plan and consistency around such engagement.
- Board member Morgan suggested delaying deciding until the Work Plan is in draft form.
- Board member Williams proposed the Board regularly dedicate meeting time to discuss outreach.
- Board member Gong agreed with Board member Williams and noted have to coordinate logistics would be helpful.
- Board member Meyer suggested incorporating outreach into the Work Plan
- Board member Morgan suggested developing a process around outreach
- Ms. Chase recommended looking at City's plans mentioned in previous Resiliency Advisory Board presentation to inform the Work Plan.

Item 9: Information Item(s)

a) Presentation on Coastal Resilience Master Plan Item

- Public comments due early January. Julia stated the options for providing public comment on the plan and PEIR.

Item 10: Proposed Agenda Items for Future Meetings

Board members made suggestions for presentations on the following subjects: the Climate Dashboard (Gong), energy resiliency as addressed in Climate Resilient SD (Garrett), food and agriculture (Garrett), drought (Clampett), flooding (Clampett), and extreme heat (Clampett).

- Board member Morgan commented that it would be important for the board to define resiliency. Climate Resilient SD has a definition that could be useful.

Item 11: Adjournment:

Meeting adjourned at 2:41 pm.