

FINAL Minutes
Juneau Commission on Sustainability
Wednesday, October 10th, 2018
Downtown Library large conference room
5.30 pm

I. CALL TO ORDER – 1731

Present: Duff Mitchell (Chair), Jim Powell, Steve Behnke (Vice Chair), Gretchen Keiser, John Smith, Ed King, Rob Edwardson (Assembly Liaison), Tim Felstead (Staff liaison)

II. AGENDA CHANGES

III. APPROVAL OF MINUTES

Regular meeting – August 8, 2018 - APPROVED

Regular meeting – September 12, 2018 – APPROVED as amended

IV. PUBLIC PARTICIPATION

V. ACTION/DISCUSSION ITEMS

A. Draft letter from JCOS to CBJ Assembly on Energy Manager position
A draft letter was circulated to support more staff resource to develop an Energy Management System for CBJ.

Jim Powell suggested reformatting the letter to provide three very clear decision options. Suggested the position would sit better in CDD or Engineering rather than Manager's Office. Wanted to speak to contact at UAF (Gwen Holden) to see funding was still available. Steve Behnke suggested talking to City Manager under auspices of Energy Subcommittee. Duff Mitchell mentioned town of Concord has just appointed a Director of Sustainability which was placed in the Manager's Office in part to show they had authority over departments. The letter should be available prior to the Assembly's December 2nd retreat.

Duff Mitchell made motion to send the draft to the Assembly via the Manager's Office once it had been reviewed by Jim Powell.

B. Meeting times – Propose to switch to 1st Tuesday or Wednesday lunchtimes for 1 hour meeting

The poll indicated both options were equally convenient. The 1st Tuesday should be pursued but need to confirm with new Assembly liaison. Will switch to November 6th meeting at noon for next meeting. The meeting will likely to be in the library to make parking easier.

C. Structured feedback from Staff liaison – Duff

Duff Mitchell proposed a structured monthly report. Tim Felstead stated that it was difficult for someone in his position to compel people to fill this in. If JCOS want specific updates they should request it ahead of time. This will take additional staff time to administer. Some items for a regular update will be repeats every month. Eg. Bus purchases.

D. Appoint secretary to replace Tim for writing of minutes
Ideally someone from JCOS should take this over to free up CDD staff time. Tim Felstead agreed to keep doing minutes for the interim.

E. Municipal EV purchasing – Steve
Steve Behnke gave more of an overview of this Climate Mayors EV purchasing collaborative. It is a clearinghouse for EV reports and was set up to allow group purchases by municipalities. Tim Felstead will ask CBJ purchasing who vehicles are purchased through at the moment.

F. Livestock – Title 49 Committee (Noon, Monday 15th October)
Tim Felstead informed group that the Title 49 Committee will review the proposed Livestock Ordinance.

Duff Mitchell asked if the Commission wanted to send a letter to Title 49 outlining how long this had taken. Steve Behnke suggested it was not worthwhile and it would not have any impact on the T49 committee deliberations.

G. Capital Improvement Program – JCOS input

Steve Behnke stated that JCOS have commented for the last 3 years and that they have no information to usefully comment on the latest CIP. The bigger question was 'how does energy efficiency get considered in the CIP review?'. It was suggested that the Energy Committee next JCOS worksession later in month will discuss this in more detail. Perhaps JCOS comments should go to finance committee directly.

Steve Behnke said there is no mechanism to count energy use in the organization at the moment. Duff Mitchell said it needs to be embedded in the culture. Gretchen Keiser asked if there could be an energy efficiency fund set up that departments could use when opportunities for energy savings occur.

Rob Edwardson stated that the energy auditing process needs to be examined. Steve Behnke said that publicly viewable energy dashboards help raise accountability.

H. Web Page Update
Tim Felstead stated CDD staffing is getting back to a normal level so it is hoped work can start on this again in the coming months.

VI. INFORMATION ITEMS

- A. Green Team - NA
- B. City Liaison Report
- C. Items up for Assembly Action
- D. Committee Reports
 - i. Solid Waste
 - ii. Energy
 - iii. Outreach/Accountability – Next future talks.
 - iv. Food security

VII. COMMISSIONER COMMENTS

Rob Edwardson had some parting comments in his last meeting as Assembly Liaison. There are way too many planning documents adopted by CBJ and it is not clear how one supersedes another.

The Assembly has a long list of priorities from the last Assembly reorganization last December. Sustainability and the JRES are not featured in those priorities at the moment. It should be recognized that Staff time will be most costly component in implementing JRES. The request for a position needs to be tackled early in the budget process.

Gretchen Keiser asked where the current priority list sits. This sits on the Assembly webpage.

Rob Edwardson also questioned if changes to EV signage did not need to be approved by the Assembly. If it is something that directly affects the public then it needs to be done through an ordinance and not as an executive process.

Rob Edwardson commended the Commission on the amount of product that comes from them and the tremendous amount of work they do.

VIII. ADJOURNMENT