

Vermont Climate Council Meeting
February 8, 2021 Meeting – Minutes

Date/Time: Monday, February 8, 2021, 9:00 AM
Location: [Microsoft Teams meeting](#) – Meeting was recorded and [posted](#) publicly.
Council Members Present: Abbie Corse, Adam Knudsen, Brian Gray, Catherine Dimitruk, Chris Company, Erica Bornemann, Jared Duval, Joe Flynn, Johanna Miller, Julie Moore, June Tierney, Kelly Klein, Lauren Oates, Lesley-Ann Dupigny-Giroux, Lindsay Kurrle, Liz Miller, Richard Cowart, Sean Brown, Sophia Clark, Sue Minter, Susanne Young
Council Members Absent: Anson Tebbetts, Chad Farrell

9:02 AM Convene/Welcome/Overview of Agenda
Secretary Susanne Young, Agency of Administration

9:04 AM Meeting Minutes Below Approved as Drafted
David Plumb, Consensus Building Institute

- [January 4, 2021](#)
- [January 14, 2021](#)
- [January 25, 2021](#)

9:05 AM Discuss Steering Committee [Recommendation](#) for Appointment Process for Subcommittee Membership
David Plumb, Consensus Building Institute

- Cross-Sector Mitigation may need more members given the likely need for sector-specific working groups.
- Just Transitions and Science & Data may have a different process to support other Subcommittees.
- Council members interested in serving on multiple Subcommittees may do so if the Cross-Sector Mitigation Subcommittee is one of the two.
- Public survey for Subcommittee membership interest available online and will close at 9:00 PM Friday, February 12, 2021.
- Senate will be taking up the ability to pay Subcommittee members per diem as part of the Budget Adjustment Act; final action on the BAA by the legislature should occur next week.
- Consider the BIPOC community for the Just Transitions Subcommittee co-chair position and a third-person co-chair structure.
- Consideration for payment to attend virtual meetings – explore philanthropic funding previously talked about.
- Think broadly of new ways of outreach and engagement for the two key public participation opportunities identified in Climate Action Plan development.

- Communications and outreach RFP expected to be released by the end of February that will include support for new robust website including public portal; developing outreach strategies; building a broader outreach plan around environmental justice; building relationships where they aren't currently.
- Committee assignments accepted as noted with the exceptions of:
 - Jared Duval was added to the Cross-Sector Mitigation Subcommittee.
 - Council members are welcome to join the Cross-Sector Mitigation Subcommittee in addition to one other.
 - Just Transitions will have the ability to structure the co-chair as desired.
 - Non-Council members may be a co-chair per statute.
- All Subcommittees will be given the full list of membership nominees after the survey closes Friday for their first meeting the following week.
- Subcommittees shall meet next week with agency staff included and determine roles and discuss membership. Co-chairs are responsible for convening meetings. Subcommittee recommendations will be brought to the February 22, 2021 meeting.
 - Facilitation support; agency staff; and Project Director (Jane) roles in Subcommittee process will be established.
 - Until determined, co-chairs will need to provide administrative support.
 - Pat and Catherine from CBI have availability to provide support for the first meetings.
- Subcommittee membership was structured using their expertise.
 - All members will have equal rights.
 - Eight executive branch members are included in their ex-officio capacity as stated in statute. Some agency secretaries and department commissioners designated others in their place with capacity and expertise to get the work done.

The Council reached consensus around sub-committee membership on the following points:

- **Council members will serve on one sub-committee only, except if they are interested in serving on the Cross-Sector Mitigation sub-committee, in addition to another sub-committee;**
- **The Just Transitions sub-committee may bring in a third co-chair outside of the Council to represent the BIPOC community;**
- **To conduct more outreach to the general public prior to closing the nomination process to sub-committees;**
- **A cabinet member can delegate others to sit in their place on the sub-committees; and**
- **Sub-committee membership will not be the only way to engage with the work of sub-committees. Targeted outreach to stakeholders and technical experts will be an integral part of the process.**

- 10:10 AM Matt Chapman, Agency of Natural Resources general counsel discussed open meeting laws, which extend to Subcommittees.
- Although Subcommittees are advisory to the Council and do not have decision authority, the open meeting laws still apply.
 - Quorum discussing the substance of the Council in any form, including virtual, is not allowed outside of public meetings.
 - That does not apply to logistical items, such as finding a time to meet.
 - The Office of the Secretary of State guidance is to not use collaborative documents and to send edits to a designee to incorporate instead.
 - May send an email to all however cannot discuss in any form with a quorum outside of an open meeting.
 - Communications in all forms related to the Council and Subcommittees are public records.
 - Once Subcommittees are formed, open meetings laws should be reviewed by all.
 - References referred to during the meeting:
 - [The Attorney General's Office Presentation on Open Meetings](#)
 - [The Secretary of State's Guidance on Open Meetings](#)

- 10:28 AM Review and Confirm Approach of the [Draft Process Roadmap](#)
David Plumb, Consensus Building Institute
- Does not specifically identify the roles and responsibilities of the GWSA staff at ANR.
 - On the right side of slide 4 Subcommittee membership, a bullet should be added between 2 and 3, or 3 should be edited to say: "Member ideas solicited from public and stakeholders."
 - The transportation and building heat sectors should have a predominant place in the Subcommittees and will be considered in the Cross-Sector Mitigation Subcommittee; this needs to be made more explicit in the roadmap document.
 - At the full Council meeting on February 22, 2021 Subcommittees are expected to provide a status update after having their first meeting.
 - For the next week, Subcommittees should send meeting notices to Melissa Mazza-Paquette to post publicly, until Jane Lazorchak's new Microsoft account is online.
 - Council agrees with the draft process roadmap with notes addressed above. Any further changes should be sent to David Plumb and copied to Jane Lazorchak and Secretary Julie Moore.

The Council reached consensus to amend the draft process roadmap:

- **To identify roles and responsibilities of State staff;**
- **To include the requirement that subcommittees solicit ideas for members from the public and stakeholders; and**

- **To include the transportation and building heat sectors will be considered in Cross-Sector Mitigation Subcommittee.**

10:55 AM Overview of February 22 Council Meeting Agenda

David Plumb, Consensus Building Institute

- Review where Subcommittees are at.
- Give Subcommittees solid, clear mandated send-off.
- Jared Duval offered to present EAN's data to the VCC at this meeting.

The Council reached consensus that the next VCC meeting will include:

- **Review of sub-committee composition and next steps to finalize; and**
- **Give the sub-committees a clear mandated send-off.**

The Council did not reach consensus to:

- **Several Councilors agreed to hear from Jared Duval at the next VCC meeting on EAN's data but a clear consensus on the best approach was unresolved. The VCC Steering Committee will discuss when they meet to consider the agenda for the VCC meeting on 2/22.**

10:56 AM Public Comment

- No public comments.

11:00 AM Adjourn

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