

Vermont Climate Council Steering Committee Meeting
February 1, 2021 Meeting – Minutes

Date/Time: Monday, February 1, 2021, 10:00 AM
Location: [Microsoft Teams](#) meeting - Meeting was recorded and [posted](#) publicly.
Steering Committee
Members Present: Chris Company, Jared Duval, Julie Moore, Lauren Oates, Liz Miller, Susanne Young

- 10:03 AM Welcome
Secretary Susanne Young, Agency of Administration
- 10:07 AM Overview of agenda and review of [Draft Charter](#)
David Plumb, Consensus Building Institute
- Subcommittees will need guidance on open meeting law to ensure compliance.
 - Expectations of Subcommittee members need to be established.
 - Council member involvement in more than one Subcommittee if desired
- 10:22 AM Review of [Council member Subcommittee assignments](#); identification of gaps
Steering Committee discussion
- Subcommittee will seek suggestions from the full Council as to who would be good candidates to supplement expertise and balance from within the current Council membership.
 - Schedule Steering Committee meeting for 2:00 PM Thursday to consider Council recommendations for Subcommittee membership for consideration and possible presentation to the full Council during the February 8, 2021 meeting.
 - Expertise, balance, time requirement, demographics and geographic distribution need to be considered when seeking involvement.
 - Survey will be drafted and sent by Secretary Julie Moore and due by 9:00 PM Wednesday to present at the meeting February 4, 2021.
 - Expected time commitment is likely to be four-eight hours a week, particularly in April-June, with weekly meetings, which may vary by committee.
- 10:52 AM Prepare February 8 Council meeting agenda
Steering Committee discussion
- Finalize Charter/Process Roadmap.
 - Discuss Subcommittee assignments.
 - Discussion of February 22, 2021 meeting.

- 10:58 AM Next steps
Secretary Susanne Young, Agency of Administration
- Secretary Young will speak with Agency of Digital Services Secretary Quinn about the possibility of using Zoom for future meetings and involve David Plumb in the discussion.
- 11:00 AM Public comment
- One member of the public spoke. Their full comments may be viewed in the Microsoft Teams video [posted online](#).
- 11:06 AM Adjourn

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