

July 16th Environmental and Energy Stewardship Subcommittee Meeting Notes

July 16, 2021 10am at 200 College Street Room 310

Attendance:

1. Subcommittee members in attendance: Chairman Newman, Commissioner Wells, Commissioner Sloan
2. Staff in attendance: Sybil Tate, Michael Frue, Jennifer Harrison, Rafael Baptista, Jeremiah LeRoy

Meeting Notes

1. Meeting Start
 - a. Nomination and approval of Commissioner Parker to be chair
 - i. Nominated by Chairman Newman, unanimous vote in support
2. Bylaws Discussion
 - a. Alternate member discussion
 - i. Discussion will be had with Commissioner Pressley with decision to be made at next meeting
 - b. Membership
 - i. Make decision on having 3 or 4 community members at next meeting
 - c. Term limits
 - i. Limit of 8 years of service to community members
 - d. Agenda and officer duties
 - i. Move agenda duties to chair
 - ii. Do not create secretary role
 - e. Meeting notices
 - i. Allow for any 3 members to call a special meeting in addition to ability of chair to call one
 - f. Procedures
 - i. Use regular parliamentary procedure of the Board of Commissioners
 - g. Conflict of Interest Policy
 - i. Update section to align with Conflict of Interest policy shared by Commissioners at their meetings
3. Board Appointments
 - a. Lamar to send out notice next week that applications are being accepted with 30 day window to apply
 - b. Prior to next meeting, Lamar to send applications to subcommittee members
 - i. Each member may select up to 4 applicants to interview, if 12 or less applicants, all applicants may receive an interview
 - c. Interviews to occur August 27th from 10am-noon
4. Focus Area Overview
 - a. Discussion of Departmental Business Plan goals aligned to focus area
 - b. Committee discussed ways to work with School system and Airport to increase solar projects
5. Next Steps
 - a. Agenda for August 27th meeting

- i. Vehicle Policy
- ii. Board Appointments
- iii. Bylaws adoption
- iv. PACE discussion
- v. Subcommittee prioritization