

**MINUTES OF THE  
OXFORD CLIMATE ACTION STEERING COMMITTEE  
Thursday, February 18, 2021  
9:00 a.m.**

**Per Ohio House Bill 404, this meeting was  
via videoconference and/or teleconference only**

**MEMBERS**

Present were Jason Bracken, David Gorchoy, Joan Potter-Summer, Sandra Woy-Hazelton, and David Prytherch. Adam Sizemore represented Miami University. Jessica Greene represented the Office of City Manager of the City of Oxford. Mark Boardman and Andor Kiss excused.

The meeting was called to order at 9:30

The agenda was approved unanimously.

The minutes of the January 21, 2021 minutes were approved with corrections. David G. moved, David P. seconded, all voted to approve.

The committee discussed progress in professional service projects on resilience and GHG inventories. First it discussed the resilience assessments, and the importance of hewing to the spirit of planning for a changing climate rather than the specifics/letter of the tool. There was agreement to start with the more simplified tool and customizing it to local needs, and where possible the City should align its assessment with Miami.

The committee then discussed the GHG inventories. Sandi inquired about the value -- if any -- of prior GHG inventories (e.g. 2008) in setting baseline years. Miami and City are both using 2019 as the baseline year for their respective commitments. While this may not account for past progress, such past progress can be reported in other ways. And since Miami and Oxford are now committed to neutrality, maybe a baseline year is less relevant than it may have been prior.

The challenge is how to set a target reduction goals and year, as required by the Global Covenant of Mayors. There was discussion about whether we start from our inventories or work backwards from targets specified by science. It's clear we won't have community-scale GHG inventory data in time to inform the specifics of a goal. But the committee agreed it will review the relevant science (i.e. IPCC), what peer communities have done, a scan of technological and societal trends, and review of local conditions to arrive at a best educated guess about what goal we should set. But there is agreement it will be a value based to a significant degree. The Committee agreed to set this as the primary agenda item for its March meeting.

Jessica provided an update on the search for a Sustainability Coordinator for the City of Oxford, which has yielded many good applicants, including one to whom an offer is being made. She also provided information on the City Council retreat which identified renewable energy as one of three primary priorities, and the upcoming revision of the Comprehensive Plan which will engage relevant boards and commissions in setting goals and objectives.

There was discussion about how best the Committee can stay informed of progress. For example, David G. expressed frustration about lack of knowledge of initiatives like RFPs being developed by the City for solar development on the landfill and the need for the Committee to stay abreast of initiatives if it is to do effective climate action planning. David P. described the division of labor in a City Manager system of local government, in which administration is done by staff and Council sets legislative and policy priorities upon recommendation from boards and commissions, and that the Committee might focus on policy-making (e.g. setting GHG reduction targets) but in dialogue with staff. The Committee decided that a standing agenda item should be "Updates from City Manager's office on on-going climate initiatives."

David G. asked the minutes reflect commendation by the committee of the IES Professional Service Projects of the high degree of professionalism in the presentations of the resilience assessment and LGO and Community-scale GHG inventories. Suzi provided a brief update and there was agreement the monthly meetings of the Committee will be good opportunities to answer any questions needed to guide the work of the teams (e.g. boundary setting).

David G. moved to adjourn the meeting, David seconded the meeting adjourned at 10:25 am.