

**MINUTES OF THE
OXFORD CLIMATE ACTION STEERING COMMITTEE
Thursday, January 21, 2021
9:30 a.m.**

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

MEMBERS

Present were Mark Boardman, Jason Bracken, David Gorchov, 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. Guests included Suzanne Zazycki. Andor Kiss excused.

The meeting was called to order at 9:30

The agenda was approved unanimously.

The minutes of the November 12, 2020 minutes were approved: Sandra moved, Joan seconded, all voted to approve.

The committee discussed the proper role and focus of the OCASC *vis à vis* other board and commissions, staff, and community. David P. provided an overview of the origins of the committee to enable high-level coordination while maintaining a clear division of labor with other boards/commissions, and without stepping on the key role of those groups with responsibility for key areas. Jessica followed with an overview and summary of the board's possible workflow, focusing on the Global Covenant of Mayors. Including in 2021 working with PSP teams on GHG inventory and resilience assessment, establish high-level commitments that address targets and goals, share with Council to be adopted, and integration with Comprehensive Plan. Another ongoing activity can be climate-related communication. Jessica then focused on Year 2 activities including creating a climate action plan (distinct from or integrated with Comprehensive Plan), etc. She provided an update on the planned revision/updating of the Comprehensive/Community Strategic Plan, which might include climate as integral goal or value as well as perhaps a climate action plan appendix.

David G. agreed with the desirability of incorporating climate goals within the climate plan, and especially the importance of engaging our climate partners. Mark B. inquired about the role of the new Sustainability Coordinator role, and the Committee's relationship with the boards/commissions we're coordinating with. Jessica provided an overview of this role.

The committee discussed how the OCASC could focus on recommending targets and goals to Council (and City Mgr.), which might then become a City goal, which might then be

communicated with boards and commissions, which would work to achieve its portion of that goal, with the OCASC providing coordination via cross-representation with those entities, as well as via the new sustainability coordinator. This work, again, would be integrated within comprehensive planning.

The committee discussed what role the committee might play in promoting climate progress in a variety of ways that may transcend the local (e.g. food choices, promoting sustainable development elsewhere). This relates both to individual choices by community members and partners as well as decisions about offsetting strategies. Members agreed the development of high-level goals can happen via quarterly meetings, but ongoing communications can help promote best practices.

Suzi provided an overview of where the work of the professional service project (PSP) teams to develop the local government operations (LGO) and community-wide GHG inventories, as well as the resilience study. LGO inventories for 2018 and 2019 are nearly complete, and the PSP team will be working towards the community-wide inventory in spring 2021. While the team's ability to complete the community-wide inventory will depend (availability of data, which things we collect data on), it's likely there will be data on the major sectors by April. The team focused on resilience is making progress, and is developing checklists for the criteria for cities and universities, and where there are overlaps and differences in risks and vulnerabilities. To maintain close coordination, a working group of the committee will provide points of contact for the PSP teams, but all members of the committee will be invited to attend meetings/presentations by the PSP team for informational purposes. There was conversation about how best to align Miami and Oxford resilience analyses. While doing a joint analysis adds complications, it adds value also. Since Oxford has some flexibility in its deadlines, perhaps the goal can be to do the best joint report at the earliest date possible (even if that means some compromise between Oxford's and Miami's deadlines).

Joan provided an update of community outreach coordination, including the League of Women Voters event in November, and communications with partners (e.g. Oxford Township). Joan has been working with Assistant to the City Manager Seth Copenbaker to coordinate communication, including committee progress in City updates (and later new City web page). After discussion, Mark moved that outreach we generate be vetted by City staff to ensure consistency, David G. seconded, and all voted in favor. Committee members will help generate content, City staff will help edit and distribute via City channels, and then members can redistribute via their own networks to achieve maximum reach.

The Committee discussed the need to meet more frequently than quarterly. Mark moved, Jason seconded. Voting for were Mark, David G. Joan, Sandra, and Jason. David voted against. The Committee agreed to meet in February, but will seek to contain meetings to one hour.

David G. moved to adjourn the meeting, Mark seconded, the meeting adjourned at 11:12 am.