

# **Helena Citizen Conservation Board (HCCB)**

Regular Board Meeting Minutes

December 10, 2020; 4:30 PM

Meeting held virtually via Zoom

## **Board Members Present (6 out of 11 members required for a quorum):**

- 1) Diana Hammer, Chair
- 2) Mark Juedeman, Vice Chair
- 3) Valerie Stacey, Vice Chair
- 4) Rebecca Boslough
- 5) Ann Brodsky
- 6) Steven Costle
- 7) Denise Roth Barber
- 8) Makenna Sellers
- 9) Richard Sloan
- 10) Brian Solan

## **City Staff Present:**

Patrick Judge, Sustainability Coordinator

## **Others Present:**

Cora Helm, Interested Citizen

## **Call to Order, Welcome, and Board Vacancy Report:**

Diana Hammer called the meeting to order at 4:30 pm and welcomed all participants.

Diana reported that the HCCB currently has three vacancies: a healthcare community representative and two student leader positions. She asked the group to brainstorm potential candidates for these positions, which will soon be advertised by the City Clerk's office.

## **Minutes:**

Ann Brodsky moved that the minutes of the November 12, 2020 meeting be approved as written.

Mark Juedeman seconded the motion, and the motion passed unanimously.

## **ARC and LEED for Cities & Communities:**

Steven Costle delivered a presentation on the ARC platform and LEED for Cities and Communities program. The group discussed potentially using these tools as a framework for the City's sustainability work. Steven gave permission to post his presentation on the HCCB website. More information is also available at the following websites:

<https://arcskoru.com/>

<https://www.usgbc.org/leed/rating-systems/leed-for-cities>

## **Waste & Recycling Committee:**

Ann Brodsky reported that the Committee has made good progress with three draft documents:

- 1) CCB letter to the City Commission
- 2) Proposed Resolution for Waste Reduction
- 3) Factsheet in support of the Proposed Resolution

A more detailed discussion will take place at the CCB retreat on Saturday. The hope is that the full CCB will endorse/finalize these documents at the January 14 board meeting.

Waste Committee members have continued their conversations with the Public Works Department (including new Director Ryan Leland) and Solid Waste Division staff (including Superintendent Pete Anderson). Several members of the committee also recently attended an informative and inspiring Zero Waste Conference (with over 250 people!).

#### **Water Conservation Committee:**

Valerie Stacey and Diana Hammer reported that the Committee is looking for 10-20 volunteers to pilot the water conservation workshops. Denise Roth Barber, Makenna Sellers, Ann Brodsky, and Brian Solan all volunteered.

#### **Energy & Transportation Committee:**

Patrick Judge reported the following:

- Bozeman, Helena, and Missoula (City & County) issued an RFP for a Green Tariff consultant.
- Helena is getting closer to issuing an RFP for an Energy Performance Contract (hopefully January).
- Mark Juedeman obtained the "Fleet Inventory" from David Knoepke, including all 638 vehicles.
- The Sustainability Report will become final following the presentation to the Commission in January. Further input from the board is still welcome!

#### **Education and Outreach:**

Diana Hammer reported the following:

- This team/committee needs to be reconstituted. (Brian Solan volunteered to help.)
- Educational content would still be developed by the other committees, but this committee would develop a coherent approach to education and outreach.
- Patrick reported that the City soon will be advertising the vacant Public Information Officer position, which may also help with these efforts.

#### **Bylaws:**

Patrick reviewed the proposed amendments to the Bylaws. In addition to non-substantive formatting changes, these included:

- 1) changing "subcommittees" to "committees," and adding the list of current committees
- 2) adding the originally intended "not" to the committee procedures
- 3) adding board expectations and removal policies
- 4) other changes to bring the bylaws into harmony with current practices, such as:
  - Vice Chairs need not alternate their service as acting chair
  - meetings are allowed to take place via remote teleconference
  - formal agendas not required for committee meetings

Following discussion, Ann Brodsky moved approval of all proposed changes except those described in point "3" above. More research and further drafting would be required for the board to be comfortable on that point. Valerie Stacey seconded the motion, and the motion passed unanimously.

#### **Emerging Issues / Other Business:**

Diana reminded the group that the CCB annual retreat will take place this Saturday, December 12, from 9:00-1:00 via Zoom.

#### **Announcements:**

Makenna Sellers reported that the Sleeping Giant Citizens Council will be holding a Zoom meeting on local food issues tomorrow (Friday) at 3:30 pm. Please contact her if interested in attending.

#### **Public Testimony:**

Diana Hammer invited the public to share any comments or questions they might have. Cora Helm indicated that she would like to stay apprised of waste-related developments. The group invited her to attend the weekly Waste Committee meetings.

**Next Meeting:**

Diana Hammer announced that the next regular HCCB meeting will take place Thursday, January 14 at 4:30 pm (again, likely via Zoom). This meeting will focus almost entirely on the Waste Committee's proposals.

**Adjourn:**

With no further comment from the board, staff, or public, Diana adjourned the meeting at 6:02 pm.

**Minutes prepared by Patrick Judge.**