



Collaborative Board Meeting Minutes

February 24, 2023, 10 a.m. - 12 p.m.

Commissioners' Hearing Room, Routt County building

Roll Call

The meeting of the Collaborative Board was called to order at approximately 10:03 a.m. on Friday, February 24, 2023 as a hybrid meeting.

Collaborative voting members in attendance:

- Steamboat Springs: Counselor Gail Garey (Chair)
- Hayden: Mathew Mendisco (Co-chair)
- Routt County: Commissioner Sonja Macys
- Routt County: Scott Cowman
- Yampa: Sheila Symons
- Oak Creek: David Torgler
- Community: Steve Johnson
- Community: Tim Wohlgenant
- Community: Geoff Blakeslee
- Community: Sarah Jones

Quorum is present.

YVSC's Michelle Stewart, Paul Bony, Tim Sullivan, Winn Cowman and Ashley Dean were present supporting Program Management for the Collaborative Board.

Minutes

Counselor Garey moved to approve the January 27, 2023 minutes with Commissioner Macys' edits. Tim W. approved. Commissioner Macys seconded. All in favor. No objection. Approved 10-0.

Host Updates

- Routt County: The County is making active steps toward sustainability. Actions include looking into fleet conversion, participation in Regional Transit Authority

(RTA) exploration, and revision of the County Master Plan, building codes and policies. Kristy Winser is leading a technical working group for updating planning regulations. The County will be joining Colorado Communities for Climate Action (CC4CA) and is looking to bring federal funds to the community.

Board Administration Updates

1. Community Board Member Update. Routt County and the City of Steamboat Springs have formally approved the reappointment of Steve Johnson for the CAP Board Community Member seat. Yampa, Oak Creek and Hayden will add the approval to their next council meetings. (3/15/23 - Yampa, Oak Creek and Hayden have all formally approved Steve Johnson's appointment).
2. Update on City Partner Engagement meeting - scheduled for 30 minutes 3/21/23. 15 minutes for presentation, 15 minutes for conversations and questions. Steve, Commissioner Macys and Tim W (if available) to present. Mathew may join remotely. YVSC will provide updated presentation material. (3/6/23 - City Council Partner Engagement meeting moved to April 4)
 - March 14 - there is a City Council work session scheduled to update the City Council on sustainability and what the City is doing as it relates to the CAP strategies.
 - March 21 - City Council to discuss snowmelt
 - Hayden will also be reviewing land use codes and wants to work with the Collaborative on that (May timeframe).
3. Review and finalize 2023 Board Goals
 - Discussion was had about the value of leaving education (AS4) apart from Community Engagement – recommendation to combine the two.
 - Public/Private Engagement - Goal is to focus on high carbon footprint (e.g., look at businesses with high carbon footprint), engage directly with partners and raise awareness.
 - Education - To what end are we doing this work? Routt County's Todd Carr hosting workshops to talk about new building codes – will change GHG emissions, talk about climate action in a formed group.
 - Set specific goals for communications work. Concern that we are not communicating well enough with the general public, especially those interested in what is happening with the CAP.
 - Discussed difference between education and communication. Need strategic, actionable, targeted communications.
 - Board agreed to develop subcommittees to shape out goals for each CAP Accountability Goals section. By May have a clear set of goals and implementation plan.
 - Accountability Strategy 1 (Ensure adequate funding for the CAP) - Counselor Garey, Mathew and Sarah

- Add developing a mechanism for private entities to fund the CAP
- Accountability Strategy 2 (Establish accountability mechanisms for the CAP) - Commissioner Macys to lead this group, but may come back to this after the Board has gone through 1,3,4 and 5
 - How to support implementation of the CAP recommendations? Give governmental partners to the tools to implement
- Accountability Strategy 3 (Align with other community plans) - Steve and Scott
- Accountability Strategy 4 (Carry out educational programs in support of the CAP) - Tim W., Commissioner Macys and Steve
- Strategy 5 (Public and Private Partner Engagement Goals) - Sarah, Sheila and Geoff

Board Direction to Working Groups

1. Review updated criteria
 - More qualitative than quantitative exercise at this point. Doesn't quantify down to ton of carbon/metrics. Harder to assess than models Lotus developed for the CAP. Can amend before we get to the final list. Some of the working groups will start ranking these.
 - Criteria received well by the Board
2. Review proposed recommendations timeline
 - Board agreed draft recommendations should go before the public for input at the end of May CAP public open house. Working Group members will be present to answer questions and receive feedback.
 - Concern that public not currently aware of monthly Working Group meetings. Working Group agendas and Meeting Summaries are posted on the CAP website. Need to increase public awareness of the CAP website and utilize social media platforms (Facebook and Instagram) to improve communication with the public.
 - After recommendations publicly released, it was suggested the Board schedules presentations with each of the municipalities.

Working Group Updates/Requests to the Board

1. Updates - Working Group Meeting Summaries are provided to the Board prior to Board meeting for review. A current list of Working Group recommendations can be found in each Meeting Summary for Board review.
2. Process for sending letters
 - a. Letters are offers of information which is different from a policy-oriented white paper.
 - b. Letters need a consensus of approval from the Board to move letters forward.

- c. Counselor Garey moved to send City Council and City Council Managers Gary Suiter and Tom Leeson CAP Waste Working Group Construction and Demolition (C&D) letter. Tim W. approved. Mathew seconded. All in favor. No opposition.

Communication/Outreach

1. Communications updates
 - a. Board received communications report from CAP/YVSC Communications Associate Julia Hebard.
 - b. Commissioner Macys and Tim W. expressed concerns over current draft of CAP press release and agreed to work together to provide the necessary edits.
 - c. Counselor Garey proposed a 48-hour timeline for review of press releases by the Board.
 - d. Sonja to circulate a final draft of the press release to the board by next Wednesday.
 - e. Concern that website sign ups are a little hard to find. Currently located in the footer of each CAP webpage and on the 'Get Involved' page.
 - f. Request for Julia to join CAP Board Communications conversation at next Board meeting if available.

Next Meeting

- Friday, March 24, 2023 - 10 a.m. - 12 p.m. Routt County Commissioners' Hearing Room

Adjournment

Counselor Garey moved to adjourn at 12:05pm. Matt approved. Sarah seconded.

MINUTES PREPARED, REVIEWED AND RESPECTFULLY SUBMITTED BY: Ashley Dean Approved 24 Day of March, 2023_____.