



Collaborative Board Meeting Minutes

August 25, 2023, 10 a.m. - 12 p.m.

Gilpin Conference Room, Routt County Health and Human Services Building, Steamboat Springs, CO

1. Roll Call

The meeting of the Collaborative Board was called to order at approximately 10:06 a.m. on Friday, August 25, 2023 as a hybrid meeting.

Collaborative voting members in attendance:

- Steamboat Springs: Counselor Gail Garey
- Routt County: Commissioner Sonja Macys
- Routt County: Scott Cowman
- Hayden: Mathew Mendisco
- Hayden: Kevin Corona
- Town of Oak Creek: David Torgler
- Town of Yampa: Sheila Symons
- Community: Tim Wohlgenant
- Community: Steve Johnson

Quorum is present. Yampa Valley Sustainability Council's Michelle Stewart, Tim Sullivan, Paul Bony and Ashley Dean were present supporting Program Management for the Collaborative Board.

2. Minutes

Counselor Garey motioned to approve the July 28, 2023 minutes. Tim W. moved to approve. All in favor. No objection. Approved 8-0.

3. Update on IGA partner recommendation communications and next steps

- a. **Debrief on BOCC partner engagement meeting on August 22, 2023**

Key takeaways:

- Mathew Mendisco presented to the County Commissioners
- Implementation time is now
- Need to be able to track impact and success (things being done and not being done due to policy changes)
- Building systems that can be shared
- Messaging - why it is important to be doing this type of work
- Highlight co-benefits in addition to emissions reduction
- Equity/environmental justice and cost savings may be where we measurably see successes - should be part of message to municipalities
- County request for an implementation matrix tailored for the County (Scott to work on this) - track costs and funding sources
- Fundraising limited due to human capital

Updates from other CAP government partners:

- Hayden - Using recommendation summary spreadsheet internally with staff, but still need to present to officials
- Oak Creek - Presentation to officials still needed
- Yampa - Recommendations have been brought to the Board. Shop is getting an electric heater per CAP recommendations
- City of Steamboat Springs - City Council presentation still needed

b. Discuss implementation-related FY2024 line items for IGA partners

CAP recommendation summary sheet to be shared with the Board. Comments due Friday, September 1. Okay for draft to be shared with all governments now.

4. Update on YVCF CAP Fund and The Good Traveler program

- Fund is up and running and ready to receive donations
- Marketing plan needed targeting local employers (e.g. Ski Corp) and individuals - YVSC to help take the lead on this
 - Partner with Steamboat Chamber, advertise with local lodging association
 - YVSC to work with CSU Impact MBA students to develop marketing plan for the Climate Fund and The Good Traveler partnership
- Board put a condition on the fund that it also involves the Bob Adams airport (Steamboat Springs airport). Counselor Garey to arrange the meeting. Atlantic Aviation (by Hayden airport) could be included as well.
- Frame as voluntary mitigation contributions rather than carbon offsets
- Marketing sub-committee: Commissioner Macys, Sarah, Scott, Tim W. and Mathew

5. Review summary of public comments

- YVSC technical experts incorporated key themes and relevant, repeated comments into recommendations

- Summary of public comments to be shared with Working Groups

6. Review Collaborative Project Management Entity scope of work, progress and 2024 budget

- Administration:
 - Working Groups to meet quarterly instead of monthly
- Program:
 - More time for analysis and quantification of activities, tracking/monitoring of activities (developing a more robust platform)
 - Dedicated focus on grant opportunities (who is going to keep an eye on climate-related funding?)
 - More public engagement, reaching out to schools, equity (as a prioritization lens), promotion of the Good Traveler Program
 - Looking into developing a Climate Equity Working Group to filter recommendation through an equity lens, develop a framework to increase diversity and number who benefit from CAP implementation. Emphasis on energy efficiency in buildings (existing lower housing stocks and quality), invest in weatherization.
 - Developing work plans for Working Groups
 - Quantification and analysis of impact of actions to determine if we are ambitious enough
 - Support Board with CAP presentations
 - Support municipal grant writers (identify funding opportunities)
- Communications:
 - More data visualization
 - Public opinion research - community surveys to make sure CAP implementation remains within the public interest, identify buy-in. Possible role for a technical assistant to conduct surveys
 - Should be coordinated with governments
 - More Spanish language accessibility at events and targeted outreach
 - Continued website maintenance, social media management, monthly newsletter, annual report and community events.
- Budget:
 - Tentative 2024 budget of \$175,500
 - City and County likely to commit \$80,000 each
 - YVSC commits to getting additional funding as needed
 - In the future, presentations to CAP governments on expenditures/scope of work should happen by July 1 while budgeting happens
 - CAP fiscal agent (Hayden) receives detailed monthly invoices

CAP Board to provide comments on scope of work by next Friday, September 1.

7. Board communication to Working Groups - October party, scope and request for continued involvement

- Quarterly meetings to report on progress being made, align around projects/recommendations
- Maintain collaborative relationships

8. Public Outreach

a. Goals and next steps - how to increase readership?

- 255 newsletter recipients, 59.1% open rate for July
- Get more IGA partnership engagement and sharing - include CAP highlights in newsletters

b. CAP Annual Report

- Report on CAP activities
- Content geared around marketing
- To be sent out in the next month or two

Next Meeting

- Friday, September 22, 2023 - 10 a.m. - 12 p.m. - Gilpin Conference Room, Routt County Health and Human Services Building (135 6th Street, Steamboat Springs). **(has since been moved to September 29)**

Adjournment

Meeting adjourned at 12:00 p.m.

MINUTES PREPARED, REVIEWED AND RESPECTFULLY SUBMITTED BY: Ashley Dean Approved 29 Day of September 2023.