

**CITY OF ISSAQUAH
Environmental Board**

6:30 PM
January 10, 2024

Tibbetts Manor, 750 17th Ave.
NW, Issaquah

MINUTES

BOARD AND ADMINISTRATIVE PERSONNEL PRESENT

Board members:

Jamie Finch, Chair
Don McQuilliams, Vice Chair
Nancy Davidson
Anne Newcomb
Prajakta Ghatpande
Tom Anderson
Alix Lee-Tigner
Ashwin Kannan*

Administration/Staff:

Stacy Vynne McKinstry, Sustainability
Manager
David Reedy, Sustainability Coordinator
Kathleen Hillery, CivicSpark Fellow
Nick Horn, CivicSpark Fellow

Janet Wall, Alternate
Joy Lewis, Alternate
Dixie Bair, Alternate

Ashwin Manoharan* (Unexcused absence)

*Youth/young adult members.

CALL TO ORDER

Board Chair FINCH called the meeting to order at 6:30 PM.

APPROVAL OF MINUTES

The Chair introduced the minutes, which were included in the agenda materials. The minutes were approved as presented by unanimous consent.

- a) Minutes of December 13, 2023

PUBLIC COMMENTS

AGENDA ITEMS

- a) **Climate Vulnerability Assessment Communication Concepts (D)**
Presented by:
Kathleen Hillery, CivicSpark Fellow

HILLERY provided an overview of the Climate Vulnerability Assessment (CVA) and the findings of the report on climate risks and adaptability. HILLERY presented three main communication concepts. The first communication concept was a municipal website page, the second was school posters, and the third was community signage.

Board Members GHATPANDE, MCQUILLIAMS, ANDERSON, LEE-TIGNER, and FINCH agreed that developing a storymap to communicate about the CVA was a great option. Board Member GHATPANDE suggested including information about shelter sites and capacity in communication tools. Board Members GHATPANDE, ANDERSON, DAVIDSON, and LEWIS highlighted that including QR codes in developed materials, both posters and signage, was a good idea and could help reach additional audiences. Board Member GHATPANDE, LEE-TIGNER, and LEWIS recommended that staff engage with student groups and the Issaquah School District to co-develop communication tools that are directed towards a student audience.

Board Members GHATPANDE, DAVIDSON, BAIR, MCQUILLIAMS and ANDERSON agreed that existing communication channels can be powerful tools to reach community members; however, staff should continue to explore additional means to reach community members who might not use these tools. Specifically, Board Members highlighted that communication tools intended to reach vulnerable populations could be more tailored to the audience. Board Members LEWIS, DAVIDSON, and BAIR recommended developing tools and support initiatives for additional groups including the business community. Board Member FINCH and BAIR recommended that staff set goals for communication tools and then adjust those tools based on established goals and audiences. Board Member LEE-TIGNER noted that developed materials provided to partners would be helpful to further share information about the CVA.

Board Members DAVIDSON, LEWIS, BAIR, FINCH, and NEWCOMB discussed options for how to frame communication materials from the CVA.

b) 2022 Greenhouse Gas Emissions Inventory (D)

Presented by:

David Reedy, Sustainability Coordinator

REEDY presented the 2022 communitywide and government operations greenhouse gas inventories. Board Members GHATPANDE, FINCH, NEWCOMB, MCQUILLIAMS, and NEWCOMB asked staff to clarify the process for measuring and evaluating emissions from various sources at both the communitywide and government operations scale in the current presentation and in future presentations to City Council. REEDY explained that a standard tool was used for the inventory calculations: municipal operations data was provided to the consultant by staff, and the consultant used models at national, regional, and local scales to acquire community sources. REEDY emphasized the methodology reflects current best practices and available tracked data. Board members expressed some concern with model inputs, requested additional information on the models, and the ability to see the raw data. Board members advised staff to prepare to answer detailed questions on the models when presenting to City Council and provided additional suggestions on how to frame the presentation and conversation with Council, focusing on where the city has influence.

Board Members NEWCOMB, MCQUILLIAMS, and FINCH discussed the cadence of GHG inventory updates and whether staff should pursue GHG inventory updates every 2 years or whether they should occur less frequently. Board Member FINCH and Board Member MCQUILLIAMS suggested maintaining a 2-year cycle in anticipation of the 2026 ICAP update and to support bi-annual budget processes.

REEDY shifted the conversation to the results of the Government Operations GHG inventory. Board Members FINCH and MCQUILLIAMS suggested explaining the Green Direct Program and its differences from the residential Green Power Program. Board Member DAVIDSON recommended highlighting to City Council that city capital projects conducted by contractors are not included in municipal emissions. Board Member LEWIS suggested that staff consider policies and programs based on results of the GHG inventory that can help GHG emissions associated with employee commute.

Board Members DAVIDSON, FINCH, MCQUILLIAMS, and LEWIS recommended shifting the framing of the results of the analysis to highlight the significant progress still needed to achieve ICAP GHG emissions reduction targets and goals to encourage continued and greater investment in this effort from City leadership and City Council.

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Board Members MCQUILLIAMS, BAIR, and GHATPANDE provided suggestions on how staff could leverage these results to further the City of Issaquah's regional leadership in this area and implement policies, programs, and processes that support GHG emissions reduction.

REPORTS

Board Member FINCH previewed preparations for the Environmental Board Retreat at the end of January 2024.

VYNNE MCKINSTRY provided additional updates regarding the passing by Council of the Municipal Building Decarbonization Resolution, the upcoming Solar Plus Storage for Resilient Communities grant authorization, upcoming Solid Waste Grants, the kickoff of a project relating to carbon sequestration opportunities on private property, and upcoming meetings.

OTHER BUSINESS / ANNOUNCEMENTS

Environmental Board Draft 2024 Workplan

ADJOURNMENT

The meeting was adjourned at 8:43 PM.

INQUIRIES