

West Linn Sustainability Advisory Board Meeting

West Linn City Hall
08/16/2018, 6:30-8pm

Attendance	Board: Cindy Ellison, Glen Friedman, Sara Harding Mihm, Alex Mihm, John Rose. Council Liaison: None present Staff Liaison: Darren Wyss Guests: None
Mission	From the Charter (Mission): The Sustainability Advisory Board is committed to collaborating with government and residents to improve the quality of life in West Linn by advancing stewardship of our environmental, social, and economic resources that is equitable for all present and future generations.

1. Public Comment (5 minutes)

- None.

2. Check-ins / Updates (5 minutes)

- **Alex** shared that:
 - Metro Council passed a mandatory food scraps collection policy for food generating businesses, set to be rolled out in the next year. This will impact West Linn businesses around 2020.
 - There is an upcoming EV test drive opportunity with Lake Oswego Sustainability Network happening on 8/26 from 1-5pm.
 - Far West Recycling depot in Lake Oswego will soon be closing.
- **Russ** sends his regrets for not being able to attend due to an emergency SFWB meeting to address a failed water main in our primary water distribution system. He asked that I share that he's been in touch with Xerces Society's Michael Rutten (who lives nearby) and conversation has taken place about the city adopting policies to be a Bee City (pollinator city). Parks folks are very interested and will bring forward more information as it develops.
- **Cindy** shared that her husband retired last week. Congrats!!
- **Glen** share that the Robotics team raised money through bottle collections at events.

3. Review Action Items from past meeting(s) (5 minutes)

Keep SAB moving forward and members accountable for commitments made during meetings.

<u>Month</u>	<u>Action Item</u>	<u>Status</u>
July	<ul style="list-style-type: none">• Alex and Darren Wyss will coordinate on updating the City's website that shares information on recycling and garbage, to align it with the Clackamas County's website.	Pending due to a scheduling delay at Clackamas County. Move to next month's action item list.
July	<ul style="list-style-type: none">• Russ will connect with the C4 (Clackamas County Coordinating Committee) to understand where other cities within Clackamas County stand on a plastic ban.	Outstanding
July	<ul style="list-style-type: none">• Sara HM send some information on plastics bans to Russ in preparation for talking with the other Mayors.	Pending

July	<ul style="list-style-type: none"> ● Sara HM to ask Eileen Stein when a good time to get in front of Council would be on plastics, pending their 2019 goal setting. 	Pending
July	<ul style="list-style-type: none"> ● Sara HM to share the finalized one-page Sustainability Education Series document with Eileen Stein's office to get their feedback. 	Done, but still pending for Council + Staff series
	<ul style="list-style-type: none"> ● Sara HM to share the finalized one-page Sustainability Education Series document with Eileen Stein's office to get their feedback.. 	Done
July	<ul style="list-style-type: none"> ● Sara HM to resend the document to SAB that asks for ideas on speakers, topics, etc., on the community education series. 	Done
July	<ul style="list-style-type: none"> ● Sara HM and Alex to meet about the Council and Staff education series and put together a proposal to move forward on topics or tours to include. 	EcoChallenge reg. just opened (email HR person about a team, who expressed interest in years past)
July	<ul style="list-style-type: none"> ● John to send Darren the Ground Rules so that they can be sent out before the August meeting, where the group will approve them. 	Done

4. Review meeting minutes from June and July meetings (10 minutes)

Ensure accurate notes were taken during SAB meetings, as meeting minutes are public record.

Summary

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Discussion

Both June and July's minutes were approved unanimously by the Board members present.

5. Proposal to create a sustainability education series (10 minutes)

Discuss a 2018 milestone and develop next steps, including a draft proposal letter, to submit to Council.

Summary

SAB members present discussed ideas for the sustainability education series that would focus on City staff, as well as Council.

Discussion

- Teri Jones has asked Glen about starting an NWEI discussion course group again. Alex and Sara HM could reach out to her as part of the staff education series.
- All SAB members should refer to the workshops they signed up for, and schedule their own meetings to develop the details of each workshop.
- If the Weatherization workshop is too difficult to schedule for this October, we should consider moving this to 2019 and having Reduce, Reuse, Recycle as our first workshop in 2019.
- Regarding a draft proposal letter about the staff education series, next steps would include speaking with staff person, Teri Jones, to see which staff may be interested, which book they may be interested in, and move forward from there.
- Regarding the draft proposal letter about the Council education series, we may need to wait until the new Council is in place. Be sure to invite them to our workshop series as the events take place.

6. Exploring a Plastics Ban (20 minutes)

Summary	
Discussion	<ul style="list-style-type: none"> ● September 6 forum with Lake Oswego: NWGA, Republic Services, Pioneer Recycling, and Surfrider Foundation ● Consider that the Council may not be the same (Robert Martin and Brenda Perry are likely not running again) ● Consider creating a fact sheet, case studies, propose a Work Session topic in fall 2018, and considering that we ask this a goal, as well as letting the state conversation play out.
7. Proposal to create a Climate Action Plan (30 minutes) <i>Discuss a 2018 milestone and develop next steps, including a draft proposal letter, to submit to Council.</i>	
Summary	
Discussion	<ul style="list-style-type: none"> ● Alex shared that he met with Duke Castle and Elliot Metzger regarding the Lake Oswego Climate Action Plan (CAP). Jenny Slepian, Sustainability Manager for the City of Lake Oswego, has offered to meet with us to speak about developing the CAP. ● Review our Strategic Plan and use it as the base for our pending Climate Action Plan. ● Glen offered to write the draft proposal for the CAP.
8. Review New Action Items (5 minutes) <i>Review steps that should be taken following this meeting, as well as helping to record progress on areas the group discussed.</i>	
<ul style="list-style-type: none"> ● Darren will ask the City Manager if we need to go through a formal process to approve our charter. ● Darren will ask Eileen when she thinks we should move forward on a plastics reduction conversation so that Council can include this as one of their goals for 2019. ● Darren will email the bullet points about what should be included in the draft proposal. ● Glen will check in with the Library about hosting the Reduce, Reuse, Recycle workshop in Spring 2019. ● Alex will send an invitation to the September 6 panel in Lake Oswego about a plastic bag ban. ● Alex to send a meeting request to Jenny Slepian for Glen, Alex, and Sara HM to meet about the CAP. ● Alex will send out EcoChallenge registration information to SAB members to join. ● Alex will speak with his Clackamas County colleague, Stacy, about the recycling website. 	
Decisions Made <ul style="list-style-type: none"> ● Ground Rules were approved unanimously by those present. Consider changing the time “6:00 - 7:30pm” to 1.5 hours. 	
Notes <ul style="list-style-type: none"> ● John cannot make the September meeting. ● Get SAB to have a joint work session with Council as early as possible in 2019 so that we can have direction on what to work on for the rest of the year. 	