

**SUSTAINABILITY AND ENERGY ACTION TASKFORCE**  
**Meeting Minutes – June 7, 2022, at 3:30 PM**  
**Parkway Fire Department**

**Member Attendance:**

Robert Allen  
David Bartlett  
Josh Berger – Absent  
Emily Berlant  
Tom Bradbeer, **Co-Vice Chair**  
Karen Chase – Absent  
Clair Highfield  
Ethan Nelson, **Co-Vice Chair**  
Jan O’Hara, **Chair**  
Matthew Rosen  
Dorothy Swain

**City Staff/Council Liaisons:**

Vanessa Ogier (Councilor Liaison) – Absent  
Jason Canady (City Liaison)  
Kyrrha Sevco (City Public Works)  
Susan Clark (City Grants Specialist)  
Brian De la Grange (Councilor)

**Guests:**

Randy DeLonge, Deputy Chief

**1. Roll Call/Introductions:**

**2. Public Comment:** None

**3. Taskforce Member Comments/Information:**

- a. Each member briefly recaps related conversations, news, research, and events they would like to share.
  - Chair O’Hara – explained the “once around” discussion to new members Clair Highfield and Emily Berlant. She briefly interacted with members Bradbeer and Swain regarding the agenda. She did a deep dive into the Talent and Albany Energy Plans, reviewed the Oregon Department of Energy (ODOE) Community Renewable Energy grant program, and siting assessment. Proposed researching topics individually or in teams and bringing information back to the taskforce in an upcoming meeting. Chair O’Hara will research the ODOE Renewable Siting Assessment and grant program. Other topics were noted such as research grants, SB1457, and other Energy Plans.
  - Member Rosen – presented an ODOE grant program update. The deadline has moved back.
  - Member Nelson – asked if we should be concerned about the rising prices of diesel and the impacts on the water, sewer, and electric prices? Chart data clarification was provided by member Bradbeer. The data was his request for the taskforce to review. Jason reminded the taskforce the data was a superfast snapshot of fire station utility costs and not an in-depth analysis.
  - Member Vawter – reviewed agenda and draft minutes.

- Member Bradbeer – met with newest members Highfield and Berlant, noted member Berlant was on the Talent City Council and helped write their energy plan and may be able to provide insight to the group. The topic Co-Vice Chair Bradbeer would like to research is developing an energy audit to set some baselines of greenhouse gas (GHG) emissions from municipal operations. The GHG tool from the EPA is <https://www.epa.gov/statelocalenergy/local-greenhouse-gas-inventory-tool>
- Member Highfield – oriented herself with all the documentation available.
- Member Allen – agreed with diving into the energy usage of the municipality. Suggest analyzing the total kWh and provided a quick example from the Pacific Power handouts. Greenhouse gas emissions have multiple directions that can be taken. Shared different technologies on the SharePoint site and discussed a few examples.
- Member Berlant – worked on the Talent Clean Energy Plan for the City of Talent. She would be happy to share the experience and process she went through to get the energy plan adopted.
- Member Bartlett – liked the idea of assigning topics and doing research.
- Member Swain – suggested a living-shared document be created on the SharePoint of what sustainability means from the previous meeting where members can document their thoughts and takeaways. Southern Oregon Climate Action Now (SOCAN) will have a speaker from the Department of Land Conservation and Development talking about new rules that are being developed for climate-friendly and equitable communities. The Zoom presentation is Thursday, June 23 from 1-2 pm. She would like to report on the topic of Climate-Friendly and Equitable Communities at an upcoming meeting. She requested a link to the audio file be put on the minutes.

#### 4. Approval of Minutes: Postponed until July meeting

#### 5. Action Items:

- a. Road Map Creation – shared information sources to help develop a plan. Member Bradbeer suggested an energy audit and provided an example from Vanderbilt University. “If the methodology was decided, could the taskforce complete the energy audit themselves?” was posed to the group. Member Berlant suggested the importance of thinking about what kind of data you want to use and how you want to use it. Projects such as the LED light replacement should be documented.
- b. Oregon Department of Energy Community Renewable Energy Grant Program – member Rosen provided more details on the process and that the deadline moved to July. Checklist documents were added to the SharePoint site. Susan Clark discussed the grant process including deadlines and stressing she is the single point of contact. Susan agreed to go into more detail at a future meeting, or possibly meet with a small group in late August. Jason asked he be copied in communications with Susan along with a reminder that grants need to get

Council approval before being applied for. Questions were asked and answered.

**6. Matters from Committee Members and Staff:**

- a. Fire Station Tour – provided by Deputy Chief Randy DeLonge, questions were asked and answered.

**7. Agenda Building for Future Meetings:**

- a. Police Department Tour July meeting.
- b. Dorothy Swain, presentation on Climate-Friendly and Equitable Communities for July meeting.
- c. Emily Berlant, Talent Clean Energy Plan intro for the July meeting.
- d. Energy Trust of Oregon – at the August meeting, a 1-hour presentation/discussion, no tour during this meeting.

**8. Meeting adjourned at 4:36 PM** (the Fire Station tour followed the regular meeting.)

**9. Next Meeting:** July 13, 2022, at the Police Department

*Minutes prepared by Wendy Higgins, City Public Works Department.*