

PORTLAND CLEAN ENERGY COMMUNITY BENEFITS FUND (PCEF)

COMMITTEE MEETING SUMMARY DRAFT

July 20, 2023 • 6:00 PM – 8:00 PM

Hybrid Meeting—Zoom Call & PCC Southeast Campus, Community Hall

Committee Members	Position	Affiliation	Present
Dr. Megan Horst	Co-Chair	Associate Professor, School of Urban Studies & Planning at Portland State University	Yes
Ranfis Villatoro	Co-Chair	Oregon State Policy Manager, BlueGreen Alliance	Yes
Alicia Chapman	Member-at-Large	Willamette Technical Fabricators	Yes
DeAngelo Moaning	Member-at-Large	Raimore Construction	Yes
Faith Graham	Member-at-Large	Elevate Energy	Yes
Maria Gabrielle Sipin	Member-at-Large	Community Member	Yes
Michael Edden Hill	Member-at-Large	Community Member	Yes
Paul Lumley	Member-at-Large	Cascade AIDS Project	Yes
Robin Wang	Member-at-Large	Vibrant Future LLC	Yes
June Reyes	Community Engagement Coordinator	PCEF	Yes
Sam Baraso	Program Manager	PCEF	Yes
Cady Lister	Deputy Program Director	PCEF	Yes
Jaimes Valdez	Org. Development & Policy Manger	PCEF	Yes
Kris Grube	Project Manager	PCEF	Yes
Wendy Koelfgen	Project Manager	PCEF	No
Rachel Gilmore	Administrative Specialist	PCEF	Yes
Elizabeth Stover	Senior Communications Strategist	PCEF	No
Tracy M. Smith	Facilitator	Inhance LLC	Yes
Camerina Galván	Notetaker	Galvan Consulting LLC	Yes
Ciara Pressler	Consultant	Pregame	Yes

OTHER ATTENDEES: Josh Rushton; Blanca Gaytan Farfan, Policy and Communications Director, Participatory Budgeting Oregon; Jeni Hall, Energy Trust of Oregon; Michael Heumann, Metropolitan

Alliance for Common Good (MACG); Scott Kosmecki, owner of Resilient Framing Systems and former vice president of Passive House Northwest.

INTRODUCTIONS

- Tracy M. Smith called the meeting to order at 6:06 PM.
- The quorum was met.

PUBLIC COMMENTS: TRACY M. SMITH, FACILITATOR

- Blanca Gaytan Farfan, on behalf of Participatory Budgeting Oregon and Youth Voice Youth Vote, and other advocates for participatory budgeting, voices support of the draft proposed language for climate-friendly schools that allows school districts to use up to \$150,000 of a schools allocation for a participatory budgeting process. Blanca Gaytan Farfan thanked the committee for listening to community input and including participatory budgeting in the Climate Investment Plan and hopes the opportunity encourages schools to fund and support youth lead initiatives.
- Scott Kosmecki and several business owners support the draft. The industry is ready to push new buildings and remodeling into the 21st century. Passive House Northwest leverages technology and off-site construction to give contractors passive house-level construction assemblies at cost parity at code built. All new construction should be done per passive house standards.

MEETING MINUTES APPROVAL: SAM BARASO, PCEF

- Faith Graham moved to approve the June 22, 2023, and June 29, 2023, Meeting Summaries.
 - Approved: June 22, 2023, and June 29, 2023, Meeting Summaries.
 - Paul Lumley, DeAngelo Moaning, and Alicia Chapman voted to stand aside for the June 22, 2023, and June 29, 2023, Meeting Summaries.
 - Megan Horst approved the June 22, 2023, Meeting Summary and voted to stand aside for the June 29, 2023, Meeting Summary.
 - Ranfis Villatoro, Faith Graham, Maria Gabrielle Sipin, Michael Edden Hill, and Robin Wang approved the June 22, 2023, and June 29, 2023, Meeting Summaries.

NEW COMMITTEE MEMBER INTRODUCTIONS: SAM BARASO, PCEF

- Alicia Chapman, Paul Lumley, and DeAngelo Moaning introduced themselves.
- Megan Horst welcomed the new committee members. She invited them to connect with her or Ranfis Villatoro for additional onboarding support.
- Ranfis Villatoro welcomed the new committee members. A leadership transition is essential since some committee members are nearing the end of their final terms.

ACTION ITEM: PROPOSED CLIMATE INVESTMENT PLAN (CIP) FOR FINAL RECOMMENDATION TO CITY COUNCIL: SAM BARASO, PCEF

- Sam Baraso summarized the history of PCEF, the CIP development process, the engagement process, and the CIP's content.
- Committee member questions and comments
 - A committee member congratulated the staff and consultants for the amount of work accomplished in a short amount of time. The summer is a reminder of the need to move

towards climate-resilient and climate-adaptive strategies for vulnerable populations. No plan is perfect, and input is critical. There is something in the CIP for everyone. He hopes the CIP encourages the state and entities to invest more in climate action.

- A committee member highlighted three major areas:
 - Significant Public Impact: She wants the public to know that the CIP is a people's plan derived from extensive, deep, thoughtful community engagement. It did not come from backroom dealings. She participated in the engagement process and saw firsthand the diversity of community engagement.
 - True to values: PCEF's principles and values guide the CIP. Social and racial equity stands out in the CIP compared to other climate-responsive plans.
 - Significant public impact: The outcomes will be large, directly benefit city residents, and make the city more climate resilient.
- The committee member also wants to know more about the metrics and how the committee will evaluate the CIP. She requests a schedule of the RFP and the strategic programs, the questions that will be asked, progress reports, and what will happen if a strategic program underperforms.
- A committee member thanked the staff for the excellent briefings as a new committee member and the incredible work in obtaining community input. Community input should be highlighted before the city council. The plan was developed by the people and for the people. The PCEF team will be developed for implementation. He hopes the program is staffed adequately, and if not, he invites staff to approach the committee members for troubleshooting support. The primary risk is not proving that PCEF can spend all the funding.
- A committee member thanked the community and staff. They highlighted that young people are a priority population, and the CIP makes room for youth, and they see themselves in the plan. They hope that the adults heading implementation ensure that youth are decision-makers.
- A committee member recalled that the CIP was a heavy lift. He read a study that indicates that making Portland carbon-neutral will take hundreds of billions of dollars. By comparison, PCEF funding is insufficient and will only cover some needs. He is concerned that the city council will undo the people's will through backdoor dealings.
- A new committee member loves that there is intentional engagement with the community and is confident that the CIP's development allowed many ethnic groups to be heard. He is excited about housing and transportation infrastructure investments, business development, and workforce development, especially for contractors. He feels the committee can define the term green jobs and bring those jobs to the community for the development of communities.
- A committee member is excited about the plan and will remain hesitant about the city's ability to put the community first. The community-responsive grant funding allocations are unchanged. Community-based organizations and community-responsive grants are the most essential part of PCEF.
- A committee member feels the CIP captures the critical elements. She wants the public to understand that this is their plan, and everyone can see themselves in it. The values and objectives are clear, which will help with accountability. From talking with members of the public, she feels that the community-responsive grants are and will remain the heart of PCEF. She is sure PCEF will have a lot of impact and is excited to learn and pivot when necessary.

- Sam Baraso shared that there will be a celebration in October's second or third week. A rollout schedule will be shared with the committee, and the evaluation process and cadence will be defined. He thanked the PCEF staff and committee members.
- Sam Baraso reviewed the committee's consensus decision-making process.
- Out of an abundance of caution, Robin Wang, Maria Gabrielle Sipin, DeAngelo Moaning, and Faith Graham shared that they may experience a potential conflict of interest in the future, given how the CIP may cross paths with their professional and/or community engagement work.
- Megan Horst proposed that PCEF Committee recommend the May 2023 draft of the Climate Investment Plan (CIP) be amended with the proposed changes referenced in the document titled "Proposed changes to the May 2023 Draft of the Climate Investment Plan, Updated 7/13/23" to Portland City Council for approval. Michael Edden Hill seconded it.
 - Approved: The PCEF Committee recommends that the May 2023 draft of the Climate Investment Plan (CIP) be amended with the proposed changes referenced in the document titled "Proposed changes to the May 2023 Draft of the Climate Investment Plan, Updated 7/13/23" to Portland City Council.
 - It was approved unanimously.
- Cady Lister appreciated the work of the fifteen PCEF staff members.

PRESENTATION: BYLAWS AND WORKING AGREEMENTS: JAIMES VALDEZ, PCEF, MEGAN HORST, CO-CHAIR, AND MICHAEL EDDEN HILL, COMMITTEE MEMBER

- Jaimes Valdez reviewed the bylaws amendments proposed to conform to PCEF code changes passed in October 2023.
- The proposed amendments will be discussed further in the August 2023 Committee Meeting.
- Committee member questions and comments:
 - The amended language for the committee's role makes it seem that its job is complete. What is our role after this phase? There has been discussion about guiding decisions.
 - Response: It should be clarified that the language changes you see here are only the language changes. The purpose statement reads, "The committee recommends the climate investment plan to the city council and evaluates and reports on the effectiveness of the fund in achieving its intended purpose." We can make edits over the next month.
 - Is the committee member stipend a part of the bylaws language? Do we have any language to clarify the committee's role as a volunteer body and how stipends play a role in what is considered a volunteer body?
 - Response: The language is not in the bylaws. We stipend up to \$500 per year for each committee member. I don't know if the volunteer language is captured. What is the value of having the stipend language in the bylaws?
 - I expected to see language about stipends under General Operating Procedures or after the statement about conflicts of interest.
 - Response: Staff will follow up. PCEF's stipends process follows the guidance of the Office for Civic and Community Life so as not to violate the Volunteer Protection Act.

- **ACTION ITEM:** Staff will find the language for the city's stipend guidance and share it with the committee. If it doesn't suffice, then the subcommittee can clarify the bylaws.
- Megan Horst and Michael Edden Hill reviewed the Working Agreements' purpose and structure.
 - The bylaws and Working Agreements work in tandem. The bylaws are a formal document that requires code changes. The committee has more influence in creating and changing the Working Agreements and, therefore, is more detailed.
 - No significant changes were made to the content of the Working Agreements, except Under Committee Member Rules and Leadership, to reflect what the committee is doing in practice and an emphasis on equity, anti-racism, and community partnerships throughout the document.
 - An annual collective staffing committee support survey was added to the Working Agreements. The survey will be distributed in the fall to gauge how supported the committee members feel by PCEF staff.
 - An annual committee self-survey was added to the working agreements. It would help the co-chairs gauge how well the committee is working together.
 - The Working Agreements state that committee members have four-year terms. The committee has learned that institutional knowledge is essential.
 - **ACTION ITEM:** The committee is to consider whether or not to change the four-year term language.
- Jaimes Valdez shared questions for discussion on the Working Agreements.
 - **ACTION ITEM:** Committee members should ask Megan Horst, Michael Edden Hill, Jaimes Valdez, and Mika Barrett questions.
 - **ACTION ITEM:** Megan Horst, Michael Edden Hill, Jaimes Valdez, and Mika Barrett's emails will be shared in follow-up communications.

THE MEETING WAS ADJOURNED AT 8:00 PM.

NEXT MEETING: The next hybrid meeting will be Thursday, August 17, 2023, 6:00 PM—8:00 PM

Submitted by Camerina Galván, Notetaker, Galvan Consulting LLC.