Commissioner attendance

Name	Present	Absent
José Gamero-Georgeson – D1		x
Damon Motz-Storey – D1		x
Maya Puggarana – D2	x	
Dan Trifone – D3	x	
Leah Almeida – D4		x
Luna González González – D4	x	
Eesa Taylor – D4	x	

Alternate attendance

Name	Present	Absent
Garrett Wong – D2	x	

Staff attendance

Name	Role/bureau
Elaine Vizka Livings tone	Coordinator, Sustainability Office
Wing Grabowski	Meeting and engagement support, Bureau of Planning and Sustainability

Sustainability and Climate Commission

Bylaws Committee meeting – Wednesday, February 11, 2026 – meeting minutes

6:00 p.m. Meeting introduction and reminders
Co-Chair Eesa Taylor started the meeting, and the meeting agenda, notes for the meeting, and working agreements were reviewed.

6:10 p.m. Public comment
No public comment.

6:15 p.m. Duties: Amend bylaws draft
Co-Chair Eesa Taylor facilitated amendments to DRAFT 3 Bylaws ALL UP amendments sections III. and IV. in response to Senior Deputy City Attorney Maja Haium review. All approved amendments are documented on DRAFT 3 Bylaws amended. Proposed amendments are documented in the meeting chat at the end of this meeting minutes document.

Official Commission vote: Co-Chair Eesa proposed approval of bylaws amendments in sections III. and IV. as documented in DRAFT 3 Bylaws amended.
Vote results:

- Affirmative: 4
- Stand aside: 0
- No: 0

The vote for amendments in section III and IV as documented in DRAFT 3 Bylaws amended passed.

7:00 p.m. Break

7:10 p.m. Duties: Amend bylaws draft
Co-Chair Eesa Taylor facilitated continued amendments to DRAFT 3 Bylaws ALL UP amendments section V. All approved amendments are documented on DRAFT 3 Bylaws amended. Proposed amendments are documented in the meeting chat at the end of this meeting minutes document.

Official Commission vote: Co-Chair Eesa proposed approval of bylaws amendments in section V as documented in DRAFT 3 Bylaws amended.
Vote results:

- Affirmative: 4
- Stand aside: 0
- No: 0

The vote for amendments in section V as documented in DRAFT 3 Bylaws amended passed.

Official Commission vote: Co-Chair Eesa proposed approval of bylaws amendments in sections V.B. and V.D. as documented in DRAFT 3 Bylaws amended.
Vote results:

- Affirmative: 4
- Stand aside: 0
- No: 0

The vote for amendments in sections V.B. and V.D. as documented in DRAFT 3 Bylaws amended passed.

7:55 p.m. Duties: Commissioners feedback form
Co-Chair Eesa Taylor reminder committee members to fill out the feedback form and of upcoming deadlines for the Bylaws Committee, including pre-meeting amendments of the bylaw draft prior to the Wednesday, March 11 Bylaws Committee meeting. Meeting adjourned.

Zoom webinar chat:

18:03:16 From Elaine Vizka Livingstone (she/they) City of Portland to Hosts and panelists:
https://www.portland.gov/scc/events/2026/2/11/sustainability-and-climate-commission-bylaws-committee-meeting

18:14:53 From Comm. Dan Trifone to Hosts and panelists:
For failure to disclose a conflict of interest: Staff will inform the Chief Sustainability Officer and Commission leadership of any failures to disclose a conflict of interest, and in turn informs the Commissioner in writing via email of the violation. Any Commissioner who receives three (3) or more written warnings will be removed, and the Chief Sustainability Officer and Commissioner leadership informs them in writing that they have been removed as a member of the Commission. After every undisclosed conflict of interest, the Commissioner will meet with the Chief Sustainability Officer, Commission Coordinator, and City Attorney.

18:19:38 From Comm. Dan Trifone to Hosts and panelists:
For failure to disclose a conflict of interest: Staff will inform the Chief Sustainability Officer and Commission leadership of any failures to disclose a conflict of interest, and the Chief Sustainability Officer and Commission leadership in turn will inform the Commissioner in writing via email of the violation. Any Commissioner who receives three (3) or more written warnings will be removed, and the Chief Sustainability Officer and Commissioner leadership will inform them in writing via email that they have been removed as a member of the Commission. After every undisclosed conflict of interest, the Commissioner will meet with the Chief Sustainability Officer, Commission Coordinator, and City Attorney.

18:23:17 From Comm. Maya Puggarana to Hosts and panelists:
All conflicts of interest must be disclosed. For failure to disclose a conflict of interest:

a. The Commission Coordinator will inform the Chief Sustainability Officer and Commission leadership of any failures to disclose a conflict of interest
b. The Commission Coordinator, in coordination with the Chief Sustainability Officer and Commission leadership, will inform the Commissioner in writing via email of the violation.
c. After every undisclosed conflict of interest, the Commissioner will meet with the Chief Sustainability Officer, Commission Coordinator, and City Attorney.

Any Commissioner who receives three (3) or more written warnings will be removed, and the Chief Sustainability Officer and Commissioner leadership will inform them in writing via email that they have been removed as a member of the Commission.

18:24:39 From Elaine Vizka Livingstone (she/they) City of Portland to Hosts and panelists:
Wing, it sounds like you can copy & paste the above in. We will fix structure.

18:24:57 From Comm. Maya Puggarana to Hosts and panelists:
For other removal reasons: Staff will inform the Chief Sustainability Officer and Commission leadership of any other violations. The Chief Sustainability Officer and Commission leadership informs the Commissioner in writing that they have been removed as a member of the Commission.

18:26:44 From Comm. Maya Puggarana to Hosts and panelists:
For other removal reasons: The Commission Coordinate will inform the Chief Sustainability Officer and Commission leadership of any other violations. The Commission Coordinator, in coordination with the Chief Sustainability Officer and Commission leadership, will inform the Commissioner in writing, via email, that they have been removed as a member of the Commission.

18:27:50 From Comm. Maya Puggarana to Hosts and panelists:
For other removal reasons: The Commission Coordinator will inform the Chief Sustainability Officer and Commission leadership of any other violations. The Commission Coordinator, in coordination with the Chief Sustainability Officer and Commission leadership, will inform the Commissioner in writing, via email, that they have been removed as a member of the Commission.

18:29:14 From Comm. Maya Puggarana to Hosts and panelists:
For other removal reasons:
a. The Commission Coordinator will inform the Chief Sustainability Officer and Commission leadership of any other violations.
b. The Commission Coordinator, in coordination with the Chief Sustainability Officer and Commission leadership, will inform the Commissioner in writing, via email, that they have been removed as a member of the Commission.

18:35:10 From Garrett Wong to Everyone:
agreed!

18:35:13 From Comm. Maya Puggarana to Hosts and panelists:
agreed

18:35:39 From Comm. Maya Puggarana to Hosts and panelists:
Comm. Luna - are you up for drafting language?

18:35:49 From Elaine Vizka Livingstone (she/they) City of Portland to Hosts and panelists:
This will mean edits for sure in B. and D.

18:36:49 From Comm. Luna González González to Hosts and panelists:
The Co-Chairs serve for six (6) months and may serve consecutive terms. Co-chair terms are staggered, with one of the existing co-chairs replaced every three (3) months.

18:41:21 From Comm. Dan Trifone to Hosts and panelists:
B. Duration.
The Co-Chairs serve for six (6) months and may serve consecutive terms on staggered terms.

D. Voting.
Voting will be conducted using ranked-choice voting with the top two (2) nominees receiving the highest rankings serving as Co-Chairs. Voting will be every three (3) months for one (1) of the co-chairs.

18:47:39 From Comm. Maya Puggarana to Hosts and panelists:
Elaine, how and when is youth recruitment happening every year?

18:52:07 From Comm. Maya Puggarana to Hosts and panelists:
adult

18:53:37 From Comm. Dan Trifone to Hosts and panelists:
V. Leadership

The Commission leadership consists of two Co-Chairs that share equal responsibilities and divide tasks collaboratively. One (1) youth co-chair and one (1) non-youth co-chair.

B. Duration.
The Youth Co-Chairs serve for six (6) months and may serve consecutive terms. The non-youth co-chair serves 1 year.

18:54:03 From Comm. Dan Trifone to Hosts and panelists:
B. Duration.
The Youth Co-Chairs serve for six (6) months and may serve consecutive terms. The non-youth co-chair serves 1 year and may serve consecutive terms.

18:54:49 From Comm. Luna González González to Hosts and panelists:
B. Duration.
Youth Co-Chairs serve for one (1) year terms and non-Youth Co-Chairs serve for six (6) month terms, and both may serve consecutive terms.

D. Voting.
Voting will be conducted using ranked-choice voting with the top two (2) nominees receiving the highest rankings serving as Co-Chairs. Voting will be every six (6) months for the youth Co-Chair position and every one (1) year for the non-Youth Co-Chair.

19:01:21 From Comm. Maya Puggarana to Hosts and panelists:
V. Leadership

The Commission leadership consists of two Co-Chairs that share equal responsibilities and divide tasks collaboratively: one (1) youth co-chair and one (1) non-youth co-chair.

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19:01:31 From Comm. Maya Puggarana to Hosts and panelists:
V. Leadership

The Commission leadership consists of two (2) Co-Chairs that share equal responsibilities and divide tasks collaboratively: one (1) youth co-chair and one (1) non-youth co-chair.

19:06:45 From Wing Grabowski, BPS - support to Hosts and panelists:
V. Leadership

A. Duties. The Co-Chairs duties include, but are not limited to:

1. Representing the full Commission in an official capacity.
2. Attending monthly Executive Sessions with the Chief Sustainability Officer and Commission Coordinator.
3. Providing strategic support, helping setting priorities, and assisting in agenda setting.
4. Facilitating Commission meetings and overseeing voting processes
1. Attending the first Executive Session when new Co-Chairs are elected.

19:06:55 From Wing Grabowski, BPS - support to Hosts and panelists:
The Commission leadership consists of two Co-Chairs that share equal responsibilities and divide tasks collaboratively. One (1) Youth Co-Chair and one (1) non-Youth Co-Chair.

B. Duration.
Non-Youth Co-Chairs serve for one (1) year terms and Youth Co-Chairs serve for six (6) month terms, and both may serve consecutive terms.

D. Voting.
Voting will be conducted separately for the Youth Co-Chair and non-Youth Co-Chair positions using ranked-choice voting. The top nominee receiving the highest ranking serves as a Co-Chair. Voting will be every six (6) months for the youth Co-Chair position and every one (1) year for the non-Youth Co-Chair.

19:13:59 From Comm. Luna González González to Hosts and panelists:
Elaine does it update any faster if you click on “review changes” at the top of the screen?

19:14:18 From Elaine Vizka Livingstone (she/they) City of Portland to Hosts and panelists:
I'm going to stop sharing and reopen it.

19:21:44 From Comm. Luna González González to Hosts and panelists:
After concluding a term, previous Co-Chairs are responsible for attending the first Executive Session for new Co-Chairs.

19:22:24 From Comm. Luna González González to Hosts and panelists:
It is not consistent with the first word ending in -ing pattern, though

19:22:49 From Comm. Maya Puggarana to Hosts and panelists:
Outgoing Co-Chairs

19:22:58 From Comm. Maya Puggarana to Hosts and panelists:
Outgoing Co-Chairs are responsible...

19:23:10 From Comm. Maya Puggarana to Hosts and panelists:
Outgoing Co-Chairs are responsible for attending the first Executive Session for new Co-Chairs.

19:23:32 From Comm. Maya Puggarana to Hosts and panelists:
Outgoing Co-Chairs are responsible for attending the first Executive Session with incoming Co-Chairs.

19:28:30 From Comm. Luna González González to Hosts and panelists:
Comm. Maya had their hand raised

19:28:41 From Elaine Vizka Livingstone (she/they) City of Portland to Hosts and panelists:
Comm. Maya still had a comment

19:30:11 From Comm. Maya Puggarana to Hosts and panelists:
Maybe we can specifically flag this for Maja in her review process

19:34:17 From Comm. Maya Puggarana to Hosts and panelists:
Thoughts?

19:35:00 From Alternate Garrett Wong to Hosts and panelists:
I'm in favor of two terms, for both non-youth and youth

19:35:31 From Comm. Maya Puggarana to Hosts and panelists:
Can staff run elections potentially?

19:36:01 From Comm. Luna González González to Hosts and panelists:
...and both may serve up to two (2) consecutive terms

19:36:43 From Comm. Maya Puggarana to Hosts and panelists:
Can you put the entire sentence please

19:38:03 From Comm. Luna González González to Hosts and panelists:
B. Duration Non-Youth Co-Chairs serve for one (1) year terms and Youth Co-Chairs serve for six (6) moth terms. Both may serve up to two (2) consecutive terms.

19:40:20 From Comm. Maya Puggarana to Hosts and panelists:
Staff will conduct voting separately for the Youth Co-Chair and non-Youth Co-Chair positions using ranked choice voting....

19:41:28 From Comm. Maya Puggarana to Hosts and panelists:
Staff will conduct leadership elections separately for the Youth Co-Chair and non-Youth Co-Chair positions using ranked choice voting.

19:44:54 From Comm. Maya Puggarana to Hosts and panelists:
What happens if someone resigns from leadership before term ends? Normal elections?

19:49:35 From Comm. Maya Puggarana to Hosts and panelists:
Would this be under B and D?

19:51:50 From Comm. Luna González González to Hosts and panelists:
...Voting will be every six (6) months for the Youth Co-Chair position and every one (1) year for the non-Youth Co-Chairs. If a Co-Chair resigns, emergency elections are conducted by leadership at the next Commission meeting.

19:51:55 From Comm. Luna González González to Hosts and panelists:
(Under Voting)

19:52:06 From Comm. Luna González González to Hosts and panelists:
(Currently drafting a section for under duration)

19:53:40 From Comm. Maya Puggarana to Hosts and panelists:
Voting will be every six (6) months for the Youth Co-Chair position and every one (1) year for the non-Youth Co-Chairs. If a Co-Chair resigns before their term ends, emergency elections *will be conducted by *staff at the following Commission meeting.

19:54:18 From Comm. Luna González González to Hosts and panelists:
(Under section B) Co-Chairs elected using the emergency election voting procedures outlined below serve only until the end of the term of the Co-Chair they replaced.

19:59:36 From Elaine Vizka Livingstone (she/they) City of Portland to Hosts and panelists:
https://forms.office.com/g/Z5q1i5pwCa

19:59:56 From Elaine Vizka Livingstone (she/they) City of Portland to Hosts and panelists:
I don't think it got into the weekly high five. So link is above

20:04:11 From Wing Grabowski, BPS - support to Hosts and panelists:
I was kicked out of this doc tonight at one ppint in fact

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