City of Portland

Sustainability and Climate Commission

Bylaws Committee meeting – Wednesday, February 11, 2026

Agenda

6:00 p.m. Meeting introductions and reminders

6:10 p.m. Public comment

6:15 p.m. Duties: Amend bylaws draft

7:00 p.m. Break

7:10 p.m. Duties: Amend bylaws draft

7:55 p.m. Duties: Commissioner feedback form

Agenda

6:00 p.m. **Meeting introductions and reminders**

6:10 p.m. Public comment

6:15 p.m. Duties: Amend bylaws draft

7:00 p.m. Break

7:10 p.m. Duties: Amend bylaws draft

7:55 p.m. Duties: Commissioner feedback form

Meeting introductions and reminders

- Notes about this meeting
- Working agreements
- Committee updates and process improvement

Notes about this meeting

- Meeting is being recorded via Zoom and will be posted online for transparency
- Commissioners ensure Zoom name reflects title (please shorten to Comm. or Alt.)
- Commissioners must raise their hand via Zoom to speak; facilitator will call on you
- State your name every time you speak
- Public comment: individuals will be called on by facilitator
- All materials can be found on this meeting's event page at www.Portland.gov/SCC/events
- Tech help: ask Wing Grabowski

Working agreements

1. **Speak with clarity and focus.** Share your thoughts truthfully and succinctly, staying on topic and respecting time limits and agenda allocations.
2. **W.A.I.T.** Use self-awareness by asking yourself "**W**hy **A**m **I T**alking?" Remember that everyone has the right to share their ideas, but not everyone always has the opportunity. Take space and make space appropriately.
3. **Assume good intentions but attend to impact.** We are all good people looking to collaborate for better outcomes. Not all good intentions lead to good outcomes: If someone is hurt, focus on listening and understanding the impact, not on the intent.
4. **Be willing to make mistakes and be forgiving of those who do.** Forgiveness fosters safety so we can all take risks. We make mistakes, even with good intentions. By making mistakes, we ultimately learn how to do things better.
5. **Allow for, and appreciate, disagreement of opinions, ideas, methods, respectfully.** Don't interrupt someone just because you disagree with them. Listen to understand others' thoughts and to find common ground. Critique ideas, not people.
6. **Build on other peoples' ideas.** Ask questions to best understand someone. Reinforce areas of agreement.
7. **We value participation, both in person and virtual.** Meeting facilitator(s) and meeting attendees proactively monitors online messages via chat for those that are joining in virtually on Zoom to ensure that all voices are represented.

Process improvement

- Committee update
- Quorum
- External communications and disclosure
- Document amendments

Amending documents during meetings

- Staff will share “all-up” draft version for live review and editing
- Live amendments must be typed into the chat, then raise your Zoom hand to guide staff in adding amendments into “all-up” draft
- Commissioners can discuss all amendments via “all-up”
- Proposals to move to voting must clearly specify what text is being considered
- Proposals for voting may be specific or many amendments under one vote
- Proposals are approved through modified consensus

Agenda

6:00 p.m. Meeting introductions and reminders

6:10 p.m. **Public comment**

6:15 p.m. Duties: Amend bylaws draft

7:00 p.m. Break

7:10 p.m. Duties: Amend bylaws draft

7:55 p.m. Duties: Commissioner feedback form

Public comment

Agenda

6:00 p.m. Meeting introductions and reminders

6:10 p.m. Public comment

6:15 p.m. **Duties: Amend bylaws draft**

7:00 p.m. Break

7:10 p.m. Duties: Amend bylaws draft

7:55 p.m. Duties: Commissioner feedback form

Duties: Amend bylaws draft

Agenda

6:00 p.m. Meeting introductions and reminders

6:10 p.m. Public comment

6:15 p.m. Duties: Amend bylaws draft

7:00 p.m. **Break**

7:10 p.m. Duties: Amend bylaws draft

7:55 p.m. Duties: Commissioner feedback form

City of Portland

Break; return at 7:10 p.m.

Agenda

6:00 p.m. Meeting introductions and reminders

6:10 p.m. Public comment

6:15 p.m. Duties: Amend bylaws draft

7:00 p.m. Break

7:10 p.m. **Duties: Amend bylaws draft**

7:55 p.m. Duties: Commissioner feedback form

Duties: Amend bylaws draft

Agenda

6:00 p.m. Meeting introductions and reminders

6:10 p.m. Public comment

6:15 p.m. Duties: Amend bylaws draft

7:00 p.m. Break

7:10 p.m. Duties: Amend bylaws draft

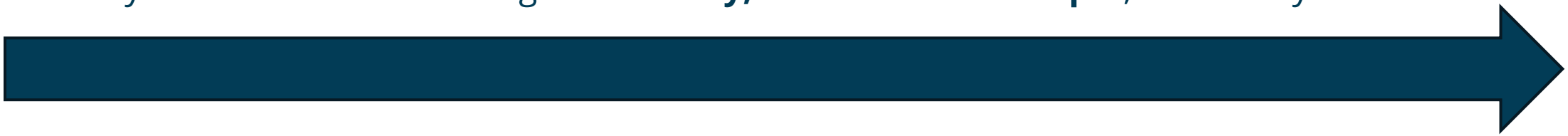
7:55 p.m. **Duties: Commissioner feedback form**

Duties: Commissioners feedback form

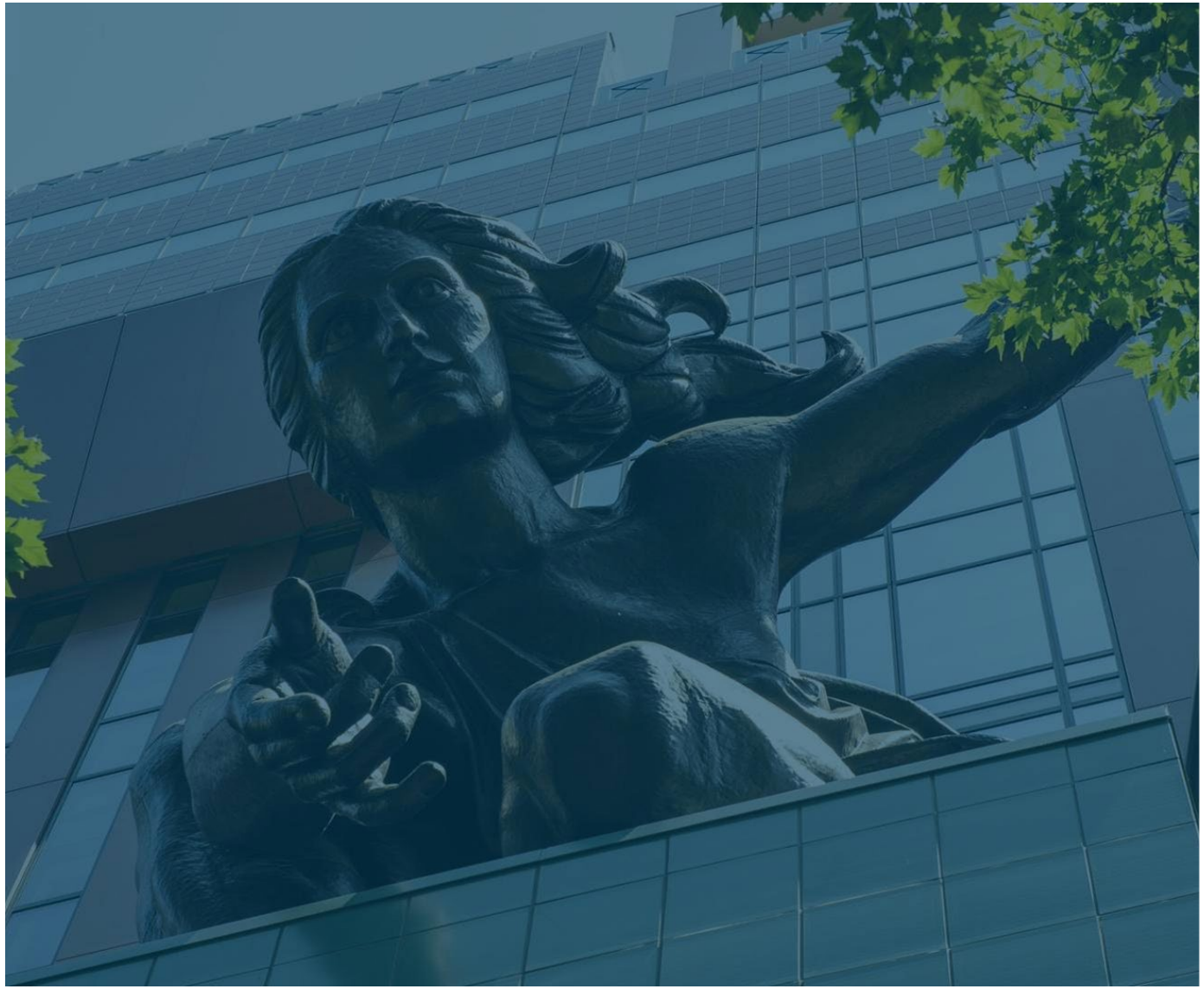
Next steps & reminders

Commissioners – fill out the feedback form in your email about this meeting

Next Bylaws Committee meeting **Wednesday, March 11 from 6-8pm**, Zoom only



- Commissioner reminders
  - Staff will send out updated bylaws draft
  - Pre-meeting amendments due by **Monday, March 2**



Thank you

Questions and Discussion: contact sccinfo@portlandoregon.gov

City of Portland

City of Portland