City of Portland

Sustainability and Climate Commission

Regular meeting – Thursday, September 18, 2025

Agenda

6:00 p.m. Meeting reminders

6:10 p.m. Public comment

6:20 p.m. Briefing: Portland's new government and advisory bodies at the City

7:05 p.m. Break

7:15 p.m. Opening remarks – Mayor Keith Wilson

7:20 p.m. Duties: Create Bylaws Committee

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

Meeting reminders

Notes about this meeting

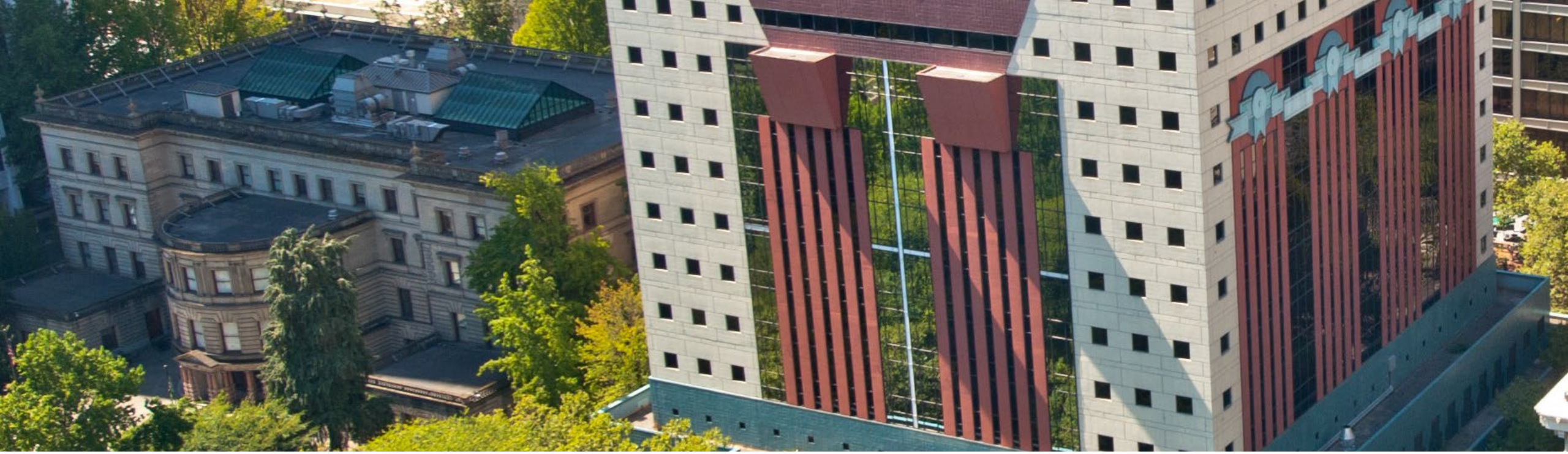
- Meeting is being recorded via Zoom and will be posted online for transparency
- Commissioners must raise their hand via Zoom to speak; facilitator will call on you
    - Commissioners in the room – stay muted on Zoom for entirety of meeting; speak into microphones when called upon
    - Commissioners on Zoom only – unmute when called upon
- Public comment: individuals will be called upon by facilitator during the public comment agenda time
- State your name and pronouns every time you speak
- All materials can be found on this meeting's event page at www.Portland.gov/SCC/events
- Tech help: see Wing Grabowski either at their tech station or online via Zoom

Working agreements

1. **Listen to understand, not to respond.** Listen for learning opportunities. Do not prepare a response; just listen.
2. **W.A.I.T.** Use self-awareness by asking yourself "Why Am I Talking?" 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 their thoughts, you may find you have something in common. Critique ideas, not people.

Adapted from the Bureau of Planning and Sustainability

Public comment



Briefing: Portland's new government and advisory bodies at the City

City of Portland

Break; return at 7:20 p.m.

Opening remarks: Mayor Keith Wilson

Duties: Create Bylaws Committee

Bylaws Committee

- Purpose:
  - Amend bylaws proposal from City staff – proposal drafted from Portland City Code, state public meeting and records law, and Commissioner input 1-on-1 meetings
  - Opportunity for Commissioner to define its own ways to conduct itself
- Membership: at least five commissioners, no more than 10 (not including alternates)
- Meetings:
  - In-person and online; required to be on Zoom
  - Recorded and posted
  - Subject to all public meeting laws
  - Meet once per month – scheduled after this meeting

Bylaws Committee

- Bylaws Committee must:
  - Elect committee leadership
  - Hold work sessions to amend proposed bylaws
  - Include the following work session topics, Commission:
    - Purpose
    - Members and terms
    - Processes for power and duties
    - Procedures and meetings
    - Commission leadership
    - Relationships to Chief Sustainability Officer and other relevant City staff
  - Provide regular updates to full Commission
  - Bring their final bylaws to full Commission for consideration

Bylaws Committee – City staff roles

- Chief Sustainability Officer
  - Sets committee agendas
  - Bylaws are subject to Chief Sustainability Officer review and approval
- City Attorney
  - Bylaws are subject to legal review and approval
- Sustainability and Climate Commission Coordinator
  - Compiles initial and subsequent bylaws drafts from City Code, state law, Commissioners' input, and Bylaws Committee work sessions

Bylaws Committee – discussion & questions

- Any questions/comments
- Who is interested in serving on Bylaws Committee?

Voting procedures

- Facilitator calls vote
- Modified consensus
    - Affirmative: The commissioner agrees with the proposal.
    - Stand aside: Affirmative, but with stated and unresolved concerns. The commissioner has concerns with the proposal but is willing to implement it if the proposal moves forward.
    - No: The commissioner does not agree with the proposal and has serious concerns.
- Passage: An item passes when the votes casted as “affirmative” or “stand aside” is equal to or greater than simple majority.

Duties: Commissioners feedback form

Next steps & reminders

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

Next regular meeting **Thursday, October 16th from 6-8pm; online & in-person**

- Commissioner reminders
  - **September 30th enrollment deadline** for Portland State University climate governance course – see your email for more information
  - Email account passwords expire end of October – please change your password before then
- Bylaws Committee – City staff will schedule meetings with you

Thank you

Questions and Discussion: contact sccinfo@portlandoregon.gov

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