

**CLIMATE CHANGE ADVISORY COMMITTEE
MEETING MINUTES
February 11, 2014
10:00 a.m. – 3:00 p.m.
Conference Room 105
Rachel Carson State Office Building**

MEMBERS/ALTERNATES PRESENT:

Christina Simeone, Robert Bear, Mark Hammond, George Ellis, Sarah Clark, Brooks Norris, Robert Graff, J. Scott Roberts, Kriss Brown

MEMBERS/ALTERNATES ABSENT:

Rebecca Oyler, Ed Yankovich, Luke Brubaker, Paul Opiyo, Mike Winek Steve Krug, Lauren Boles

PROXY VOTING:

Mark Hammond for Steve Krug, George Ellis for Mike Winek, Mark Hammond for Luke Brubaker

PA DEP AND COMMONWEALTH AGENCY STAFF:

Dean Van Orden (DEP), Jessica Shirley (DEP), Vince Brisini (DEP), Bo Reiley (DEP)

MEMBERS OF THE PUBLIC:

William Neilson (PA Farm Bureau)

MINUTES:

The minutes for the October 8, 2013, regular Climate Change Advisory Committee (CCAC) meeting were presented to the committee for approval. A motion to accept the minutes was made by Mr. Roberts and seconded by Mr. Hammond. The motion carried.

The minutes for the December 5, 2013, additional CCAC meeting were presented to the committee for approval. A motion to accept the minutes as amended was made by Mr. Hammond and seconded by Mr. Roberts. The motion carried.

The minutes for the December 20, 2013, special meeting of the CCAC were presented to the committee for approval. A motion to accept the minutes as amended was made by Mr. Roberts and seconded by Mr. Hammond. The motion carried.

REGULAR MEETING:

The February 11, 2014, regular meeting of the CCAC was called to order at 10:00 a.m. by Committee Chairperson, Christina Simeone. Members and guests introduced themselves. With the nine members present and three official proxy votes a quorum was established.

MEETING SUMMARY: (There was no further action taken by the committee during this meeting, this narrative provides a summary of the discussions that took place during the meeting. It is not intended to be a transcript of the proceedings.)

MEMBERSHIP:

Currently the CCAC is operating with six vacancies. The statutory appointment authority for the vacancies is as follows: two members are to be appointed by the House Majority Leader, two members by the Senate Majority Leader, one member by the Senate Minority Leader and one member by the Governor.

Climate Change Program staff have prepared memoranda to the DEP Legislative Office identifying these vacancies. Ms. Simeone will also prepare and send a letter to the Legislative Director to enlist Mr. Santanna's help in filling the legislative appointments.

Committee members expressed concerns about attendance at the meetings and proposed posting an attendance sheet to the membership section of the Web site. The CCAC also discussed the appointing authority and the Department's influence to get the seats filled and having the committee members get involved with the appointment process.

BY-LAWS:

A discussion on the current committee by-laws was brought to the floor. Among the topics discussed were the use of proxies and whether or not proxies are necessary. There was support for and against having proxies at meetings. In addition, the appointment of alternates and their qualifications was discussed. Ms. Simeone suggested that a by-laws revisions subcommittee be convened and a draft of the revisions, recommendations and options be distributed at least two weeks prior to the April 8, 2014 meeting. Mr. Hammond will chair this subcommittee.

SURVEY:

The responses to the survey sent out in January 2014 by Ms. Simeone were reviewed during this meeting. Ms. Simeone reported that only five committee members responded to the survey. A discussion followed, which included the subcommittee process, work plan consistency, department and committee roles and work plan evaluation.

VISION FOR THE NEXT UPDATE:

The main focus of this meeting was to establish a framework and a vision for the next Climate Change Action Plan Update (Update). Mr. Brisini and Ms. Simeone led a discussion centered on prioritizing both Committee and Department work on the next action plan. A main objective for the CCAC and the Department is to go through the previous work plans and identify what work plans, if any, should be removed and which should be focused on for developing the next Update. The Department will distribute a spreadsheet listing the individual work plans and their greenhouse gas emission reduction and cost. The CCAC will review and rank the work plans to identify the plans that (1) offer the most emissions reduction benefits; (2) are most cost effective; and (3) can be implemented. In addition, committee members could also submit ideas for new work plans.

Identification of ongoing and new initiatives (i.e., Chapter 2) and also identification of the resources available for the completion of the Update should be a focus of the 2015 action plan update. The basis for analysis is also a point of concern. Consistency and standardization across all work plans will be necessary. Clarification of the role of the Department and the CCAC in

completing the next Update is paramount. Establishing the overall process goals, establishing a time line, a project management plan, template and a resource budget are all topics that will be focused on over the next few months as the development of the next Update moves forward.

In addition to the action plan update, the Climate Change Impact Assessment Report (Report) was another topic for discussion at this meeting. The committee expressed concern about who will be developing this report. If a contractor is used, the CCAC asked if there will be an RFP and competitive bid and will the committee be involved in a review process of the Report. The Department will look into the contracting process for developing the next Impacts Assessment Report.

TENTATIVE TIMELINE:

Climate Impact Assessment Report is due April 9, 2015

Climate Change Action Plan Update is due October 9, 2015

PUBLIC COMMENT(S): None

ADJOURNMENT:

The meeting was adjourned.