

## ENVIRONMENT AND ENERGY COMMISSION

Meeting Minutes  
November 18, 2020  
5:00PM  
Conducted Remotely

Commission Members Present: Laura Derks (Chair), Tim Thomas, Ravi Parakkat, Crystal Hodges, Mark Goldberg, Stephen Morales, Lisa Boone  
Staff Liaison Present: Mindy Agnew, Sustainability Coordinator

- 1) **Call to Order:** The meeting was called to order by Chairperson Derks at 5:00 pm.
- 2) **Approval of Minutes:** Motions were made to approve previous meeting minutes and were approved unanimously.
- 3) **Chair Report (Laura Derks):** Update on the Ad Hoc Climate Action Plan steering committee and recommendations for use of sustainability fund/budget for 2021. Another meeting scheduled for the following week.
- 4) **Staff Liaison Report:** The 2021 draft of the work plan was distributed and needs to be finalized for the Board. A special meeting will be scheduled to finalize the plan. Broad-based plan that allows the Commission to focus on the priorities that are aligned with what Trustees are working on.
- 5) **VOP GHG Inventory:** Chair Derks requested an overview of the Village of Oak Park GHG inventory. Agnew summarized the process and capture of the GHG inventory data with the assistance of an AmeriCorps Greenest Region Corps fellow. Data was collected for 2017 to 2019 and captured in ICLEI's Clear Path platform. Commissioner Parakkat requested more granularity on the emission data such as natural gas versus electricity. Helps with what to focus and clarification explanation by sector. The Village facilities were added to the EPA's Energy Star Portfolio Manager for each building. Energy Star Portfolio Manager is an online tool you can use to measure and track energy and water consumption, as well as greenhouse gas emissions. It's a free tool available to both residential and commercial facilities. Level of Community engagement plan is desired and equitable as well. Timeframe for GHG granular data availability would be helpful.
- 6) **Ad Hoc Climate Action Planning (CAP):** Chair Derks said use of sustainability funds to put together a comprehensive CAP like Ann Arbor, MI plan. It would be great to have that kind of vision for Oak Park. Most discussion covered in Chair report.
- 7) **Old Business:** Chair Derks suggested figuring out a way to help educate businesses on single-use recyclables. Commissioner Morales commented that if you got enough businesses together that would include all business districts of Oak park and offer to do educational zoom calls with the vendors offering recyclable and compostables for take-out.

- 8) **New Business:** Commissioner Morales mentioned a recent approval of LEED certified new development. Discussion about inclusion in CAP.
- 9) **Adjourn:** A motion was made, seconded and approved to adjourn the meeting at 6:05 p.m.

**Next Commission Meeting Will Be Scheduled in January, 2021**