

## **EXTENSION OF DEADLINE FOR APPLICATIONS**

### City of Sebastopol

Notice to the Community for Opening for the City of Sebastopol Citizen Liaison to the SCTA/RCPA Climate Action Advisory Committee (CAAC) to Provide Expert Citizen Input on Implementation of the Climate Action Initiatives (Two-year term: June 2020-June 2022)

The purpose of the CAAC is to provide information and advice to the Regional Climate Protection Authority (RCPA) Board, staff and project consultants during the development and implementation of climate action programs.

CAAC members work with RCPA staff to develop and implement GHG reduction programs and measures in Sonoma County communities. This includes reviewing and considering materials, proposals, ideas, and concepts introduced to them by RCPA and jurisdiction staff. CAAC members also foster communication outside of the CAAC regarding progress and outcomes of RCPA initiatives – particularly as they relate to a member’s jurisdiction or sector.

Two representatives are chosen by each RCPA Board members from their respective jurisdictions. The CAAC does not take official votes or make direct recommendations to any hearing body and consists of stakeholders selected by the RCPA Board of Directors, to represent a diversity of viewpoints and areas of technical expertise.

The CAAC meets quarterly on the 2nd Friday in January, April, July, and October. Applications and further information are available at the City of Sebastopol City Administration Office, 7120 Bodega Avenue, Sebastopol, CA 95472.

All applications must be submitted to the City of Sebastopol City Administration Office, 7120 Bodega Avenue, Sebastopol, CA 95472 no later than **July 21, 2020** by 4:00 pm. Interviews before the City Council will be scheduled for a later date.



# Regional Climate Protection Authority Climate Action Advisory Committee Nomination Form

RCPA Board Member Name: \_\_\_\_\_

NOMINEE INFORMATION

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone #: \_\_\_\_\_

What is the main area or sector of interest concerning climate action? (Please check one)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Agriculture           | <input type="checkbox"/> Environmental         | <input type="checkbox"/> Social Justice |
| <input type="checkbox"/> Building/Construction | <input type="checkbox"/> Environmental Justice | <input type="checkbox"/> Tourism        |
| <input type="checkbox"/> Business              | <input type="checkbox"/> Health                | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Community Non-profits | <input type="checkbox"/> Open Space            | <input type="checkbox"/> Viticulture    |
| <input type="checkbox"/> Economic Development  | <input type="checkbox"/> Real estate           | <input type="checkbox"/> Waste          |
| <input type="checkbox"/> Education             | <input type="checkbox"/> Renewable Energy      | <input type="checkbox"/> Water          |
|  |  | <input type="checkbox"/> Other _____    |

Description of the organizations and individuals within the community with whom the nominee will communicate and disseminate information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Time Commitment

Please check here to indicate that the nominee has read the CAAC charter and understands that membership on the CAAC will require participation in four quarterly meetings each year, and that these meetings will last approximately 90 minutes each, with some time required for preparation and follow-up.

**Return nominations by June 30, 2020 to:**

E-mail: [brant.arthur@rcpa.ca.gov](mailto:brant.arthur@rcpa.ca.gov)

Or in person/mail:

Regional Climate Protection Authority

411 King St

Santa Rosa, CA 95404

# RCPA Climate Action Advisory Committee

The following is a description of the roles and responsibilities of the Climate Action Advisory Committee (CAAC) and guidelines for how meetings will be conducted.

## Purpose

The purpose of the CAAC is to provide information and advice to the Regional Climate Protection Authority (RCPA) Board, staff and project consultants during the development and implementation of climate action programs. The CAAC will not take official votes or make direct recommendations to any hearing body.

## Composition

The CAAC consists of stakeholders selected by the RCPA Board of Directors, to represent a diversity of viewpoints and areas of technical expertise. Two representatives will be chosen by each RCPA Board members from their respective jurisdictions. The RCPA Executive Committee may also extend invitations to additional stakeholders to contribute perspectives not represented by other members, in order to ensure adequately diverse sector representation. None of the members will hold public elective office on a governing board of any city or the County. Representatives are to have the following qualifications:

- General understanding of the goals and objectives of RCPA
- General understanding of climate change policy matters as they relate to local government, planning and project implementation
- Community leadership and ability to represent the sentiment of the community you live in or sector you represent

Sectors sought for representation in the Advisory Group include:

Renewable Energy	Environmental	Economic Development
Agriculture	Transportation	Education
Viticulture	Social Justice	Open Space
Business	Environmental Justice	Waste
Community Non-profits	Real estate	Water
	Health	Building Efficiency

## Duration

The CAAC appointments will be for two years and staggered by one year across appointees from each Director. If an appointee is unable to serve the full term, the Director shall identify a replacement who will serve the rest of the original term. CAAC appointments will be renewed every two years. When a new Director is seated he or she will have the opportunity to confirm or replace the CAAC member.

## Meetings

A total of four CAAC meetings will be held each year. Meetings will generally last for two hours including presentations, comments and questions/answer.

Each meeting will include, but not be limited to, presentation on:

1. Current RCPA projects and programs
2. Future RCPA project and program opportunities
3. Community based efforts (reports from CAAC members)

Meetings will be focused on CAAC members; however, they will be open to public. Because of the limited time available for each meeting, and the nature of the CAAC process, members of the public will be able to provide comments at the end of the meeting. A time limit will be imposed on each speaker during the public comment period.

RCPA staff will be responsible for running CAAC meetings.

The meetings of the CAAC are subject to the Ralph M. Brown Act, and therefore subject to the Act's notice and posting requirements. Following each meeting, minutes will be created by staff and posted to the RCPA website.

### **Expectations of CAAC Members**

Primary role:

Work with staff to develop and implement greenhouse gas reduction programs and measures in Sonoma County communities.

Anticipated activities will include:

- Reviewing and considering materials, proposals, ideas and concepts introduced to them by RCPA and jurisdiction staff
- Engaging in constructive discussion with CAAC members and staff about challenges and opportunities in the implementation of climate action measures
- Fostering communication outside of the CAAC regarding progress and outcomes of RCPA initiatives; particularly as they relate to a member's jurisdiction or sector

### **Communication with Staff and Consultants**

Outside of CAAC meetings, RCPA staff will serve as the CAAC liaisons and primary contacts for members. All CAAC member questions, comments, and other correspondence should be directed to RCPA staff. Correspondence from members requiring consultant response or clarification for specific jurisdictions will be forwarded to the appropriate contact through RCPA staff.