

**Vermont Climate Council Steering Committee Meeting**  
**January 6, 2025, 8:30am – 9:30am**  
**Minutes**

Join Zoom Meeting

<https://us06web.zoom.us/j/87039601156?pwd=mU8aj1Sw30Fp8MNSRwtyxfZavitVYR.1>

Meeting ID: 870 3960 1156

Passcode: 189774

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Steering Committee members: Secretary Julie Moore, Jared Duval, Kelly Klein, Bram Kleppner

Staff and facilitation: Jane Lazorchak, Liz Amler, David Plumb, Charlotte Goodman

8:30 AM Welcome/Overview of Agenda/Approval of minutes.

*David Plumb, CBI*

Minutes were approved by the Steering Committee.

8:35 AM [Legislative Report](#) – Review Draft

*Jane Lazorchak, Climate Action Office*

The Steering Committee provided the following input to the draft Legislative Report, before sign-off by the Council on January 13th:

- Send the draft to the full Council as a Word document and request comments by the end of Wednesday, so the revised version can be included in the Council meeting agenda.
- Add language from the process document outlining how to handle requests for testimony on behalf of the Council or its Subcommittees.
- Consider adding a section at the end on challenges (i.e. slow appointment process and maintaining full membership, workload concerns that Subcommittee members have raised, etc.)

8:45 AM Sketch of the [Next Five Council Meetings](#)

*David Plumb, CBI and Jane Lazorchak, Climate Action Office*

The Steering Committee had the following input on the draft schedule for the next five Council meetings and the agenda for the January 13th Council meeting:

- Add opportunities for the Cross-Sector Mitigation and Science and Data Subcommittees to share input on Business as Usual modeling updates into the process, likely as a joint meeting due to timing constraints.

- Ensure these meetings are scheduled on peoples' calendars as soon as possible, if they have not been already, and be clear about meeting location.
- Extend the length of in-person meetings to 6 hours.

9:10 AM Managing Public Comment at Council Meetings  
*David Plumb, CBI*

The Steering Committee had the following feedback on the revised approach to public comment:

- Communicate expectations in terms of public comment and responses to both the public and Councilors.
  - Consider answering specific questions if able and setting the record straight in real-time as well as signaling where comments might go and sharing plans for significant engagement around the report.
- Try to provide space/ select individuals who don't often comment first.
- Allocate specific time during the meeting to review comments, either at the beginning (with a clear reminder that this should not shift focus from the agenda) or before public comment.
- Consider the possibility of multiple public comment periods linked to decision-making moments, but be flexible and adjust this based on the agenda and how the meeting is going.

9:15 AM Review and Confirm [Detailed Writing Assignments](#)  
*Jane Lazorchak, Climate Action Office*

The Steering Committee did not have time to review detailed writing assignments.

9:20 AM New Member Appointments to Subcommittees  
*David Plumb, CBI Action*

The Steering Committee approved the Council appointments of David Mears, Co-Chair of the Rural Resilience and Adaptation Subcommittee and Dahlia Cohn, a member of the Rural Resilience & Adaptation Subcommittee who is now serving as Youth Representative to the Council.

9:25 AM Public comment

Annette Smith and Matthew LeFluer offered comments that included:

- When the public comment portal was first set up on the website, all comments were visible to the public. This is the best approach..
- As the plan gets finalized, there needs to be responses to public comments.
- The new public comment approach is appreciated and allowing new voices to be heard is important, but there is a concern about being excluded from commenting as somebody who is a regular contributor.

- Having public comment periodically during Council meetings will help to focus the comments.
- Consider equity and accessibility when doing in-person meetings. Montpelier is not accessible for all Vermonters and there should always be a virtual option.

9:30 AM      Adjourn

DRAFT