

**Vermont Climate Council Steering Committee Meeting**  
**April 3, 2023, 12:00 pm ET – Agenda**

Zoom Virtual Meeting:	Meeting was recorded and <a href="#">posted online</a>
Steering Committee Members Present:	Liz Miller, Kristin Clouser, Jared Duval, and Julie Moore
Staff Members Present:	Jane Lazorchak, Marian Wolz, Catherine Morris
Minutes by:	Cameron Hager

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12:00 PM Welcome/Overview of Agenda/Approval of [March 6, 2023 minutes](#).  
*Kristin Clouser, Agency of Administration & Catherine Morris, CBI*

- Minutes approved as drafted.

12:05 PM Debrief of the March 13 In-Person Council Meeting  
*Catherine Morris, CBI*

- Staff reviewed the specific action items needed for the Steering Committee based on the March 13 In-Person Meeting.
- Committee agreed to work on the initial revisions to the Process Roadmap. Committee members requested that those with prior knowledge of the Initial Process Roadmap help support Committee members in understanding the history of the Roadmap. Another request was to have facilitation support during these revisions.
- Committee members agreed to review and revise the Process Roadmap in chunks based on priority. Key priority items included the term limit of the Steering Committee, Council, and subcommittee members and the recruitment and appointment process for the Committee, Council, and other subcommittees. Specific requests included the need for guidance on expectations for the Council in communicating publicly or with the legislature given that many Council members hold positions outside of the Council.
- The Steering Committee suggested the development of an ad-hoc group to develop a Workplan for the Council with requests to include the Committee members and representation across subcommittees. Committee members noted that this group would need to be explicit about the level of effort needed by Councilors and Subcommittee members to implement the Workplan.
- Committee members requested support from the facilitation team to think about ideas for handling public comments for the Council to consider. Staff agreed to support.
- Committee members requested to clarify the Biomass Task Force addendum and any other future addendums to the plan. Helps with the conversation around the addendums

12:45 PM Just Transitions Memo to Council  
*Catherine Morris, CBI and Kelly Klein, Councilor*

- Kelly Klein and Abbey Willard, Just Transitions subcommittee, presented an overview of the Just Transitions memo to the Council.

- Committee members agreed to bring the memo to the full Council for discussion. Committee members suggested that the recommendations presented in the memo could be incorporated in the Process Roadmap and/or the workplan.
- Committee members had several questions relating to what products would need to come before the Just Transition Subcommittee for review. The subcommittee members agreed that they would think about how to make it more clear, and it may evolve over time, especially after discussion with the full Council.

1:00 Council meeting agenda for April 24

*Catherine Morris, CBI and Jane Lazorchak, Climate Action Officer*

- Committee members agreed to the Council agenda items, recognizing that the Just Transition memo and Climate Action Office report may need to be bumped to a later meeting to ensure adequate time for the Biomass Task Group report.
- Committee members agreed that the Biomass task group recommendations should be handled the same way as the Transportation addendum, with clarification around when voting will occur and the protocols for handling alternative/competing recommendations. Any significant changes to the deliberation and decision-making process should wait and be applied to subsequent addendums.

1:15 Set Steering Committee schedule

*Catherine Morris, CBI and Jane Lazorchak, Climate Action Officer*

- Committee members agreed that there not was not a need for a further meeting before the April full Council meeting.
- Staff suggested setting a set schedule for future Steering Committee meetings to which the Committee members agreed.

1:25 PM Public Comment

- Cheryl Joy Lipton, Judy Dow, and Pike Porter provided public comment.
  - o Comments focused on
    - Clarification on the Biomass Task Group recommendation discussion and the process for bringing it forward to the full Council.
    - Report of the Executive Director of Racial Equity and if further work groups are needed.
    - A request that public comment not be held for just 5 minutes at the end of the meeting
    - A request to look into Vermont Open Meeting Law to develop guidance for incorporating and engaging with public comment

1:30 PM Adjourn