

**Just Transitions Subcommittee of the Vermont Climate Council**  
**May 16, 2024 4:00 PM Meeting Minutes**

**Attendance:** Kelly Klein, Abbey Willard, Paula Melton, Kelsey Pasteris, Matthew LeFluer, Sophi Veltrop, Carey Hengstenberg, Denise Bailey, Sam Lash, Anna Guenther, Mona Tolba

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4:00 PM      Welcome & Check In

- Committee member attendance was low in the beginning of the meeting with only 5 members, however, we did reach 9 members which does meet the quorum by the middle of the meeting.
- Questions were raised about what we can do without quorum and whether we should look at the by-laws?
- It was decided we could continue to meet without quorum but will not make decisions unless more members join the meeting
- Reviewed [Minutes from 4/18/24 meeting](#)

4:10 PM      Climate Action Office Update – what’s to come in 2024

- **Sophi “resources & action items” email sent to subcommittee on 5/6/2024**

Climate Action Office is meeting with the new organizer of the US Climate Alliance Just Transitions working group. Just Transitions subcommittee members are welcome to join. Matthew is interested in joining. Reach out to Sophi if you would like to attend.

Engagement planning for revisions to the Climate Action Plan. Sophi shared [engagement plan from Consensus Building Institute](#) (CBI), [presentation to Climate Council Steering Committee](#).

CBI Quarterly Engagement Reports (found on [Resources section of the website](#)). There is a lot of information there summarizing outreach activities.

[Spreadsheet of upcoming outreach events](#). Subcommittee members encouraged to attend events.

CBI will be joining the next meeting of this subcommittee in June.

Vermont Environmental Justice Advisory Council – Core Principles of Public Engagement are under a [public comment period](#) until June 14; all are welcomed to weigh in.

## Questions/Comments?

- Are per diems or stipends available to attend events? Sophi doesn't know but will look into whether per diem and mileage are available for subcommittee members. There is compensation available for participants through the CBI contract.
- It may be difficult for some subcommittee members to participate due to time and other commitments.
- Is there a way to ask specific questions at a way to get information outside of formal events (ex. at the bus stop, at the dump, etc...)
- How can we make resources most accessible to committee members and the public? Is there a better way to centralize documents so they are easier to find and access? There may be limitations with the laws and/or state website platform. Sophi is at capacity but open to having someone else on the subcommittee take this on?
- Rescheduling June JTSC meeting – Sophi sent a poll and will pick the date that works best for most.

- **Clarification on liaisons meeting attendance start date**

Waiting on approval from Steering Committee on Monday 5/20, then liaisons can start attending meetings. Sophi can facilitate introductions. How are liaisons introduced? What is the collective understanding of how the liaison is expected to participate? Just Transitions should speak with co-chairs about how they would like to participate.

4:50 PM      Public comment – no comments

- **Guiding Principles Review and Discussion**

Matthew shared that he thought plain language is very important. Paula and Sam shared that they would like a better understanding of how the document will be used before time is spent revising.

Review [Just Transitions Guiding Principles](#) document (Kelly)

- Kelly shared her perspective on how the guiding principles came to be. She was the only subcommittee member that was present when the Guiding Principles were developed and adopted.

- Unclear at the time who would be completing the questions – individuals/subcommittees
- Paula suggested that a simplified one-pager with the 5 principles infographics and plain language would be helpful to hold ourselves accountable.
- Discussion about how guiding principles and rubric were applied in the initial Climate Action Plan.
- Discussion about whether recommendations should be scored, or if this is even possible given the number of recommendations in the plan.
- Discussion about how this is a new opportunity to improve the process from the development of the initial plan. During the initial Climate Action Plan, the guiding principles were developed in parallel to the Plan's recommendations.
- More discussion about the role of the subcommittee and the capacity of the subcommittee to carry out the tasks. Are the guiding principles doing what they are supposed to be doing? Maybe a survey of subcommittees on how they applied the principles.

#### Small Group Exercise (Kelly)

- We did not have time for breakout group exercise. It was suggested that subcommittee members consider these self-assessment questions as liaisons to subcommittees.

#### 5:45 PM What's Next (Abbey)

Homework before June meeting:

- June meeting: working on a reschedule (see poll from Sophi)
- Attending subcommittee meetings as liaisons
- No JTSC meetings in July and August
- Review contents of email from Sophi (sent 5/6/24) if you haven't yet—especially those related to community engagement

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