

Arlington County C2E2 Energy Committee

Meeting Summary

Wednesday, September 1, 2021

7:30 am – 9:30 am

Agenda Items

1. Greetings and introductions **(7:30)**
 - Jonathan Morgenstein introduced himself and welcomed everyone to the meeting
2. Review/approve agenda and July meeting summary **(7:35)**
 - Both the September meeting agenda and July meeting summary were approved unanimously
3. Public Comment on General Topics **(7:40)**
 - None
4. Charter discussion and adoption vote **(7:45) – Stephanie Burns**
 - The draft Charter (Attachment 1) was discussed and edited during the meeting.
 - The EC members voted on transmitting the Charter to the C2E2:
 - 10 Yay, 0 Nay – motion passed unanimously
5. Update on CEP Roadmap Progress
 - a. What to expect on CEPIF strategies consolidation / prioritization / selection **(8:00) – Rich Dooley**
 - Rich Dooley provided information on the project's impetus and the project schedule. He also offered background on how the draft CEPIF 63 Strategies were consolidated and that they will be prioritized by placing Strategies into the suggested draft CEP Roadmap timeline areas, i.e., 1-2 years, 3-5 years, 6-10 years, and 10+ years.
 - Tim Effio asked that County staff and consultants take into account the February 2021 letter C2E2 submitted about the draft CEPIF.
 - The C2E2 letter to the County Board regarding the draft CEPIF was brought up on-screen and County staff responses were provided to the C2E2 remarks.
 - b. What to expect from the Roadmap (lenses, co-benefits, timelines, matrices) **(8:20) – Demetra McBride**
 - Demetra McBride noted that we need to be true to the CEP adopted by the County Board in Sept 2019 and the goals and policies included in that CEP.
 - In the next CEP update, we should revisit the issues brought forward by the EC and C2E2 during the drafting of the CEPIF and CEP Roadmap.
 - For instance, should the next CEP include the Strategies and not have a separate Roadmap, i.e., should the CEP (Goals, Policies) contain the CEP Roadmap (Strategies)?

- We will prioritize the Strategies based on which timeline section, e.g., 1-2 years, 3-5 years, each Strategy belongs.
 - The Roadmap will emphasize and explain in good detail the next 1-5 years worth of implementation, and will also provide more limited information regarding Strategies we want to consider implementing after 5 years.
- c. Overview of EC comments to ICF Proposal and ICF responses **(8:40) – John Bloom**
- The County should take into account the comments and community input on the draft CEPIF development process and on the substance of the draft CEPIF itself.
 - Rich reminded the group that the CEP provides “renewable electricity” goals, which are not “renewable energy” goals.
 - In addition, the energy model used to inform the 2019 CEP Update did not assume 100% building electrification.
 - The EC would like to have the CEP Roadmap encourage building electrification for existing and new buildings and to educate property owners of the benefits of making such changes. This sort of strategy can only help the community reach its CEP goal of carbon neutrality by 2050.
 - Joan noted the importance of developing incentives to promote electrification.
- d. EC Discussion
- i. Is the process on CEPIF strategies sufficient?
 - ii. Will the Roadmap as currently outlined achieve the intended goals?
 - iii. Are there sufficient monitoring and evaluation processes?
- The project thus far has dealt with the structural updates from the draft CEPIF to the draft CEP Roadmap.
 - It is unclear who will be prioritizing the Strategies now that the criteria were selected during the Innovation Sessions.
 - Staff envisions prioritizing qualitatively by determining into which timeline section each strategy should go based on the criteria selected in the Innovation Session
 - Joan and Scott B. asked for County actions for the next 1-3 years, using a whole-of-government approach, to help us quickly get to our milestones and goals.
 - For instance, show how the County budgets and projects are helping us get to those goals.
 - What resources are needed to enable us to get to the CEP goals?
 - Robust education and outreach components are needed.
 - The group asked for ICF to come to a future EC meeting.
 - **ACTION:** Staff to consider the request for ICF to participate in the next EC meeting, given the finite resources available to complete the Roadmap and the process already set up to gather input from the EC.
 - Claire agreed with Demetra that the EC can highlight next steps and what needs to be considered in the next CEP Update.
 - Tim agreed with Claire, and thanked John and Scott for their efforts. The ICF proposal seems to have taken the EC and C2E2 advice and the ICF Roadmap outline seems to get us to a Roadmap.
 - Scott is concerned about slowing down the process. Will the Roadmap be dynamic, able to be adjusted over time?
 - John B. thinks this is a chance to determine how some of the more important Strategies will be implemented in the next 1-3 years. Building electrification and a whole-of-government approach are two of the more important Strategies suggested by the EC.

- For Strategies that are very important to reduce GHGe reductions, but are not easily implemented, how do we ensure we do not lose sight of those Strategies?

6. Member updates (9:20)

- Next meeting is October 13 at 7:30 am.

7. Adjourn (9:30)

- Meeting adjourned at 9:37 am

ATTACHMENT 1 **Draft EC Charter**

Climate Change, Energy and Environment Commission (C2E2) Energy Committee Charter

September 1, 2021

Introduction: The Arlington County [Climate Change, Energy and Environment Commission](#) (C2E2)¹ Energy Committee (EC) serves two primary functions. The first, as an advisory committee to the C2E2. C2E2 considers the EC's recommendations in providing counsel to the County Board of Arlington County (Board), Virginia on matters pertaining to energy, energy-related greenhouse gas emissions, energy equity, and energy resilience. Second, the EC provides counsel directly to the Arlington County, [County Manager's Office](#) (CMO), and relevant subordinate agencies within the county government, to include the [Department of Environmental Services](#) (DES), the Office of Sustainability & Environmental Management (OSEM), and the [Arlington Initiative to Rethink Energy - Environment](#) (AIRE).

Mission: The C2E2 EC's primary responsibilities are to engage with C2E2, county government staff, the broader Arlington community, and other relevant stakeholder individuals and organizations, so as to ensure Arlington County: 1) optimally implements its [Community Energy Plan](#) (CEP); 2) updates the CEP every five years to reflect energy sector changes and the community's commitment to climate action, energy equity, resilience, and economic competitiveness.

Governing Documents: Board-adopted policy documents that pertain to the EC's mission include the CEP and any policy documents relevant to the implementation of the Plan, to include, but not limited to:

- [Environmental Assessment](#) process for public facilities
- [Arlington County Equity Resolution](#) and related ordinances and plans
- [Green Building Incentive Policy](#) and related ordinances and plans
- [Sustainable Public Facilities Policy](#)

Functions and Scope: The Committee shall study and make recommendations to C2E2 on:

- Climate change action, including measures to advance energy efficiency, renewable energy, electrification of buildings and transportation, energy equity, energy security, and the rapid reduction of greenhouse gas emissions from County facilities and the community as a whole.
- Threats or vulnerabilities that affect the community's energy resilience.
- County projects and policies impacting or addressing climate change or energy, reducing Clean Air Act regulated emissions, and implementing CEP goals.
- The equity and inclusiveness of the County's climate and energy policies, programs, and initiatives - including the community engagement efforts involved in developing and implementing these activities.

To accomplish these objectives, the Committee shall:

1. Monitor regional bodies dealing with climate change, energy and environmental issues.
2. Review the County's annual budget and biennial Capital Improvement Program (CIP), and make recommendations prior to Board adoption.

¹ Formerly titled the "Environment and Energy Conservation Commission" (E2C2). The new title was adopted by the Board in September 2020.

3. Review climate change- and energy-relevant components of proposed County projects, as appropriate.
4. Identify climate change and energy issues affecting the County and its citizens.
5. Review County planning activities to provide climate change and energy-related input, as appropriate.
6. Review metrics and benchmarking data to monitor progress toward achieving CEP goals.
7. Liaise with County staff, to include within the DES, OSEM, and AIRE, as well as other relevant departments, and with EC counterparts with parallel portfolios within the Arlington Public School (APS) system, such as the [Superintendent's Advisory Committee On Sustainability](#) (SACS).

Membership: The EC shall comprise no more than 20 members. EC membership and vacancies shall be publicly announced on the County website with instructions for how to apply for membership. The EC shall strive to build and maintain a membership from diverse backgrounds, with regards to both demographics and areas of expertise; to include issues such as: climate change mitigation, energy efficiency, environmental justice, energy resilience, energy storage, green buildings, renewable energy, community activism, and sustainable transportation.

EC Member Roster: The EC Chair will maintain a roster of members that includes each member's: name, home or work (whichever is in Arlington) address, contact email and phone number, date of appointment, term expiration date.

Applications and appointments: Applicants for membership must submit a resume or "c.v." and a written personal statement of no more than two pages to the EC Chair and Vice-Chair. The statement shall explain why the applicant would like to join the EC, as well as what value they believe they can bring. Applicants must either be a resident of Arlington County, or work for a business or organization that resides in Arlington.

After an interview with the applicant, the EC Chair and Vice-Chair shall forward the applicant's materials to the C2E2 and hold a vote on the applicant's appointment. C2E2 will appoint and Members will be appointed for two-year terms, after which they may be reappointed to a subsequent term. There shall be no limit on the number of terms that a member may serve. All members serve at the pleasure of C2E2.

A member who fails to attend three (3) EC meetings in a single year may be asked to resign their remaining term on the EC. The Chair, after consultation with the EC Vice-Chair and C2E2 Chair, shall notify the member if such an action is warranted.

Chair and Vice Chair: The Chair of C2E2 shall appoint the EC Chair and Vice-Chair for one-year terms, with a maximum of three sequential terms. The Chair must be an active C2E2 member. With the exception of the Chair, EC members are not required to be members of C2E2.

Membership Director: The EC Chair shall appoint a Membership Director for a one-year term, with a maximum of three sequential terms. The Membership Director shall assist the EC Chair and Vice-Chair in recruiting prospective EC members from diverse backgrounds as described above.

Staff Liaison: A county staff liaison will be designated to the EC.

Meetings: The EC will meet as needed to adequately fulfill its role and responsibilities outlined in this charter. Meetings are held once per month in a publicly accessible manner. The EC shall try to schedule meetings in an inclusive manner that enables EC members of diverse backgrounds to participate. All meetings will comply with [Virginia Open Meetings requirements](#) and the [Freedom of Information Act](#).

Agendas and meeting minutes will be made available to the public in a timely manner. The [Advisory Group Handbook](#) provides additional information on the conduct of meetings as well as communication protocols that should guide all members in their advisory group work.

Members who have been appointed by the County Board to the C2E2 may have different obligations under the Virginia Open Meetings requirement than members who have not been appointed to the C2E2.

Reporting to the Board: The EC shall provide recommendations to C2E2, which reports to the County Board.

Update of this Charter: From time to time, the EC shall review this charter to ensure that it meets current needs. Any requests for changes must be processed through C2E2 and the C2E2 Board Liaison.