



City of San José

Climate Advisory Commission

Mani Bekele
Bill DeVincenzi
Glen Garfunkel
Lucia Marquez
Ruth Merino
Karen Nelson

Victor Niemeyer
Philip Remaker
Anthony Strawa
Tracy Wang
VACANT

MEETING MINUTES

7:00 PM

March 21, 2024

I. Welcome & Introductions

II. Call to Order & Orders of the Day

Call to Order

Anne Balis convened the Climate Advisory Commission at 7:02 p.m.

Roll Call

PRESENT: Anthony Strawa, Bill DeVincenzi, Glen Garfunkel, Karen Nelson, Lucia Marquez, Mani Bekele, Philip Remaker, Ruth Merino, Tracy Wang, and Victor Niemeyer

ABSENT: None

STAFF: Staff present: San Jose Clean Energy (SJCE) Assistant Director Zach Struyk, Deputy Director Lina Williams, Public Information Rep II Kayla Boardman, Staff Specialist Leticia Vargas, Senior Deputy City Attorney Brian Kimball, Environmental Services Department (ESD) Deputy Director Julie Benabente, and Supervising Environmental Services Specialist Anne Balis

III. Public Record

None on file.

IV. Public Comment

Lilian Koenig had a question about the commission and wanting to know more about Climate Smart.

V. Consent Calendar

No consent calendar items.

VI. Reports and Information Only

No reports and information only.

VII. Old Business

There was no old business.

VIII. New Business

- A. [Boards and Commissions Required Training](#) Review – Brian Kimball
1. San José City Charter
 2. San José Municipal Code 2.08 Rules for Boards and Commissions
 3. Annual Work Plan and Reports
 4. California Brown Act, City Sunshine, Conflicts of Interest
 5. Robert’s Rules of Order Parliamentary Procedures
 6. Council Policy 0-4 Consolidated Policy Governing Boards and Commissions
- No public comment
 - Senior Deputy City Attorney Brian Kimball provided a PowerPoint slideshow and reviewed the training in detail. Commissioners asked questions, and discussion ensued.

Action: None (discussion only)

- B. Review Commission Purpose
1. [Memo: Amendment to the San Jose Municipal Code to Establish a Climate Advisory Commission](#)
 2. [Memorandum from Cohen, 5/2/2023](#)
 3. [Ordinance](#)
- No public comment
 - Supervising Environmental Services Specialist Anne Balis provided an overview of the documents. Commissioners asked questions, and discussion ensued.

Action: None (discussion only)

- C. Climate Smart Overview Materials
1. [Climate Smart San José plan](#)
 2. [Pathway to Carbon Neutrality by 2030](#)
 3. [Memo: Climate Smart San José and Carbon Neutral Resolution](#)
- Lilian Koenig commented on the confusion of Carbon Neutrality and Carbon Neutral greenhouse gases. Deputy Director Julie Benabente provided clarification on the term and meaning.
 - Supervising Environmental Services Specialist Anne Balis provided an overview of the documents. Commissioners asked questions, and discussion ensued.

Action: None (discussion only)

- D. Election of Chair and Vice Chair
1. [Chair and Vice Chair Roles](#) Overview (See Article II: Officers Chair and Vice Chair) (See Article II: Officers Chair and Vice Chair)
 2. [Commissioners Representation](#)
- No public comment
 - Supervising Environmental Services Specialist Anne Balis provided the next steps to elect a Chair and Vice Chair. Victor Niemeyer nominated Ruth Merino. Ruth Merino respectfully declined, and Ruth Merino nominated Karen Nelson. Karen Nelson accepted, and there was a second to that vote. Staff Specialist Leticia Vargas called on each commissioner and all voted, unanimous decision, Karen Nelson was elected as Chair. Chair Karen Nelson opened nominations for Vice Chair, Glen Garfunkel nominated Anthony Strawa, Ruth Merino seconded, Staff Specialist

Leticia Vargas called on each commissioner and all voted, unanimous decision, Anthony Strawa was elected as Vice Chair. Chair Karen Nelson appointed Anthony Strawa as Vice Chair. Supervising Environmental Services Specialist Anne Balis explained and clarified the commissioner's representation.

Action: Karen Nelson was elected as Chair and Anthony Strawa was elected as Vice Chair.

E. Meeting Schedule

1. Adopt Meeting Schedule
2. Third Thursday of Month, 7:00 PM, San José City Hall
3. Months: January, March, May, July, September, November
 - No public comment
 - Chair Karen Nelson discussed the new meeting schedule. Supervising Environmental Services Specialist Anne Balis added and clarified the reason for the schedule. Chair Karen Nelson called a vote, seconded, called for a vote and passes unanimously.
 - San Jose Clean Energy Assistant Director Zach Struyk clarified the schedule of the meeting and items that needed to be discussed. Informed that the Chair does have the ability to set the agenda and what will be up for discussion over the course of the meetings. Commissioners asked questions, and discussion ensued.

Action: Meeting schedule was adopted.

F. Review DRAFT Work Plan

- No public comment
- Chair Karen Nelson discussed the work plan, Supervising Environmental Services Specialist Anne Balis described the work plan.
- San Jose Clean Energy Assistant Director Zach Struyk clarified items that need to be discussed. Commissioners asked questions, and discussion ensued.
- Glenn Garfunkel had a few questions regarding PBCE policies and wanted to add them to the work plan. Chair Karen Nelson motion to add Glenn's questions into September or sooner meeting. Unanimous vote, motion passes. Commissioners agreed to provide feedback and comments to Anne Balis to avoid violation of California Brown Act before next meeting.
- Vice Chair Anthony Strawa wanted to include in the work plan the status of Title 28. Chair Karen Nelson called for a vote, there was a second by Ruth Merino, all voted unanimously.
- San Jose Clean Energy Assistant Director mentioned that CalCCA will be this April and who would like to attend, Chair Karen Nelson wants to attend.
- Mani Bekele suggested since climate change is an issue to youth, can City Council push school age items to wait until after 4pm that way students can attend the meetings and have an opportunity to participate.

Action: Due to majority votes, PBCE questions and Title 28 were added into the work plan.

The next regular meeting will be May 16, 2024, at 7pm in San José City Hall, Tower Room 1753

IX. Adjournment

Chair Karen Nelson adjourned the meeting at approximately 8:32 p.m.

Karen Nelson

KAREN NELSON, CHAIR

ATTEST:
CLIMATE ADVISORY COMMISSION SECRETARY



Leticia Vargas, COMMISSION SECRETARY