



Superintendent's Advisory Council on Sustainability Meeting Agenda

Date: Tuesday, November 28, 2023

Time: 7:00 p.m. – 8:30 p.m.

Location: Kelly Leadership Center, Room 3011

Members Present:

Aguilar, Anthony	Calderon, Jackeline (Alt.)	Carballo, Jonathan (Alt.)
Carney, Karen	Dodson, Ashley	Doiron, Jessica
Fleshman, Rico	Hogan, Charissa	Johnson, Rob
Jones, Kristy	Juarez, Karen	Lin-Kissick, Lani
Plumatillo, Sarah	Vetter, Corinne	Wideman, Audrey (Alt.)

Members Absent:

Gonzales, Nic	Hopkins, Leyla*	Johnson, Kristine
Porta, Earnie	Santos, Abigail	Slater, Brian
Stouffer, Angela	Wheeler, John*	

**Present at Sub-Committee Meeting, unable to attend Full Council Meeting.*

Energy & Sustainability Team Present:

Burdette, Samantha	Deans, Aleta	Higgins, James
Jabara, Jeanne	Rokasky, Jennifer	Weimer, Jessica

Energy & Sustainability Team Absent:

Conrad, Bryan	Landry, Melinda
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Call to Order: The meeting was called to order by **Jessica Doiron** at **7:02pm**.

I. Opening – Jessica Doiron

- Welcome
- Review agenda
- Approve previous meeting minutes:
 - Previous meeting minutes are available on the [Superintendent's Advisory Council on Sustainability \(SACS\) website](#).
 - Anthony Aguilar made motion to adopt previous meeting minutes.
 - Karen Carney, second
 - 12 in favor, 0 opposed; Motion passed.
- Citizen comment time:
 - No citizens were present to comment.
- Sub-Committee reports:
 - Rob Johnson, High-Performance Buildings Chair
 - Discussed objectives of the committee and reviewed past objectives.
 - Reviewed Arc (dashboard/metric system), EV fleet vehicles, and net-zero status of Occoquan ES Replacement new construction.
 - Jessica Doiron, on behalf of Education Chair

- Reviewed environmental literacy plan.
 - Discussed measuring and recording data.
- Discussed community outreach and community engagement.
- Joint Environmental Task Force (JET) – collaboration between PWC + PWCS
 - Dr. Earnie Porta not present to provide update.

II. Presentation/Discussion Topics

- **[Closed Session]** FOIA and Conflict of Interest.
 - Discussion Leader: Erik Carlsen-Landy, Assistant Division Counsel
 - Lani Lin-Kissick made motion to enter closed session; “I move that, pursuant to Virginia Code Sections 2.2-3711(A)(8) and 2.2-3712, the Superintendent’s Advisory Council on Sustainability enter Closed Session for the following reasons: 1. To receive legal advice regarding the Freedom of Information Act.”
 - Rob Johnson, second.
 - 13 in favor, 0 opposed; Motion passed.
 - Jackeline Calderon provided Certification, to move out of closed session; “I move that, pursuant to Virginia Code § 2.2-3712(D), the Closed Session of the Superintendent’s Advisory Council on Sustainability meeting of November 28, 2023, be certified by adopting the following resolution: NOW, THEREFORE, BE IT RESOLVED that the Superintendent’s Advisory Council on Sustainability hereby certifies that, to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements were discussed in the closed meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard and discussed or considered by the Committee.”
 - Karen Carney, second.
 - 13 in favor, 0 opposed; Motion passed.
- Review recommended amendments for the bylaws.
 - Discussion Leader: Jessica Doiron
 - Proposed amendments to the following sections:
 - Article II: Purpose
 - Article III: Membership
 - Article V: Meetings
 - Section 5.8
 - Section 5.6
 - Article VI: Approval and Amendment of Bylaws
 - This is the first review; next meeting will need motion to adopt.
- Review recommendation matrix
 - Presenter: Jessica Weimer
 - Review of approved recommendations from past three years.
- Area of focus for the year
 - Discussion Leader: Jessica Doiron
 - Advocate for additional staffing and funding.
 - Develop a plan for SACS community engagement.
 - Investigate emerging energy technology and current sustainability topics.
 - Provide feedback for net-zero design of Occoquan ES replacement.
 - November 1 School Board Presentation about OES Net-Zero school, a good source for members to review.

III. Action Items and Follow-up

- Send link of recommendation matrix (w/ meeting minutes)
- Attach SharePoint link at bottom of each SACS email.

IV. Next Meeting Date and Adjournment

- Date: Tuesday, January 23, 2024
- Time: Sub-Committee Meetings @ 5:45 p.m.; Full Council Meetings @ 7:00 p.m.
 - Education Sub-Committee Meeting, Room 2002/2004
 - High-Performance Building Sub-Committee Meeting, Room 3011
- Location: Kelly Leadership Center, Room 2011

The meeting was adjourned by **Jessica Doiron** at **8:28pm**.