



ENVIRONMENTAL AFFAIRS BOARD

MINUTES

July 10th, 2019
Committee Room, 2nd Floor, City Hall
101 City Hall Plaza, Durham, NC

Attendance

Voting Members – Matthew Kopac (chair), Jessalee Landfried (vice chair), Laura Marie Davis (secretary), Donald Addu, Jessie Birkhead, Casey Collins, Matthew Herman, Jennifer Hill, Rashmi Joglekar, Tyjuanna LaBennett, Rachel McIntosh-Kastrinsky, Roberto Valle Kinloch, Chi Vo

Ex Officio Members/Staff – Paul Cameron, Steven Hicks, Jina Propst, Vicki Westbrook, Michelle Woolfolk, Tobin Freid, Emily Rhode

I. Call to Order at 6:02 pm

II. Approval of Minutes, 13-0

With amendment to include Laura Smith

III. Announcements

- a. After five years of service, Rachel McIntosh-Kastrinsky will be stepping down from her seat before the end of her current term. Next month will be her last meeting.
- b. M. Woolfolk shared a press release issued by the Upper Neuse River Basin Association announcing the completion of their water quality monitoring program for Falls Lake.
- c. T. Freid shared that Durham County has been awarded a grant to upgrade electric vehicle charging stations.
- d. V. Westbrook shared that the Williams Water Treatment Plant upgrades will be complete in the fall, with meeting space available.
- e. R. Valle Kinloch shared that the City is accepting applications for the Neighborhood Matching Grants program through July 31st.
- f. D. Addu shared that matching grant funds are available in North Carolina from the Volkswagon settlement.

IV. New Business and Continuing Business

- a. **Annual Planning** – M. Kopac:

- We will be setting our priorities and defining achievable goals/expectations for our committees
- Be Inspired, Be Bold, and keep racial equity as our lens
- Committee chairs will send their defined priorities and plans to Matt to format and send out to the entire Board.

V. Ex Officio Members

- a. The Executive Committee will continue reaching out to City & County Departments that are listed as Ex Officio Members in our interlocal agreement to ensure their engagement with the Board.

VI. Meeting Location

- a. Considerations for a “home base” meeting space: having space for the whole group and Ex Officios, equity/accessibility to the public, energy usage.
 1. We can comfortably fit 14-15 chairs (the whole Board) around the U in our current space.
 2. Sometimes we are the only ones in City Hall during our meetings.
 3. General Services is in a smaller building, less energy usage, and no need to have security on staff.
- b. Ideally we will hold meetings in other community locations twice a year.
 1. Likely Williams WTP in the fall
- c. Would be nice to get some feedback from the public on which locations are most convenient/accessible – the Education & Outreach Committee could include this as part of a social media campaign.
- d. J. Landfried moved to keep our current meeting place in City Hall as our primary meeting location (“home base.”) J. Hill seconded. Motion passed 13-0.

VII. Discussion on holding an additional work session will be on the August agenda

- a. Next meeting: August 7, 2019, 6-8pm, Committee Room, 2nd Floor, City Hall

Adjourn 8:18pm

Notice under the Americans with Disabilities Act - A person with a disability may receive an auxiliary aid or service to effectively participate in city government activities by contacting the ADA Coordinator, voice 919.560.4197 or ADA@DurhamNC.gov, as soon as possible but no later than 48 hours before the event or deadline date.

Staff Contact: Paul Cameron, Sustainability and Energy Analyst
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