1. Declaration of Quorum: The meeting was called to order by J. Freeman at 6:35 p.m. and a quorum was established.

2. Approval of January 9, 2018 Meeting Minutes: It was motioned to approve, a second was voiced, and minutes were unanimously approved as presented.

3. J. Freeman welcomed meeting observers: no public comment.

4. Reports:
   A. Vote on Revised Greenhouse Gas Emissions Inventory

   Discussion – K. Jensen reviewed historically how emissions inventories were organized, and moving forward what a revised inventory includes. Staff recommends that the Evanston inventory mirror GPC-compliant inventory, relying on vehicle miles travelled with trips that starts in Evanston. Fugitive emissions are now included from mining and distribution of natural gas. The inventory also reduces double counting given how Comed groups their revenue classes together. All together, these changes should result in a more detailed inventory.

   Joel motioned to bring a vote, C. Kucharczyk moved, G. Martin seconded, and the revised greenhouse gas emissions inventory methodology was passed unanimously.

   B. CARP Member access to Associations of Climate Changes Officers (ACCO) Resources

   Discussion – K. Jensen provided an overview of the web site for users to
glean more knowledge of the subjects. Modules are there if people are interested in reviewing them.

C. May 2018 Meeting Date Change

Discussion – K. Jensen recommends moving the date due to a conflict; however, the group can either still meet or cancel.

Doodle poll forthcoming to select a new meeting date.

K. Jensen also reminded the group about meeting in task forces that there should be an agenda, minutes taken, and a 48-hour notice provided; staff will post the meeting notice at physical location; the venue has to be ADA accessible.

5. Task Force Breakout Sessions: Attendees broke into their respective Task Forces to engage in discussion in their assigned categories: Climate Mitigation, Climate Adaptation, and Community Engagement.

6. Task Force Updates:

*Community Engagement* – Community Engagement is tasked with sharing what is developed from the feedback provided from the other task force groups. Drafts of the community engagement goals should be available at the end of February. The task force proposes organizing community outreach events in March or April. Community Engagement task force also intends to be available to engage with other environmental groups in Evanston and to attend their respective upcoming events.

*Adaptation* – Adaptation is responding to impacts of climate change due to heat and precipitation changes. Certain hazards are most likely to result: damage to Lake Michigan (ecosystem damage, drinking water supply), and increased ozone or poor air quality. Rising public health concerns or negative health impacts are the other effects of these changes. Damage to infrastructure, community facilities, and property from increased flooding are other hazards. Adaptation task force seeks to find what institutions are most vulnerable and what populations. Adaptation will work with Community Engagement to discover those populations in perhaps surveys and/or meetings to provide greater community connectedness to help those affected.

*Mitigation* – The Mitigation group is focused on building recommendations to reduce impact of climate change, mainly through behavior change. In addition, Mitigation wants to engage the largest consumers of electricity and gas. Mitigation is considering what kind of programs that local business may respond to such as incentives or other cost-conscious measures. The goal is develop numbers for reducing impact that are ambitious and realistic, using short term and long term approaches moving towards 100% renewable energy. Mitigation group is delving into the types of technologies that should be engaged—natural gas, waste sectors, etc.
7. **Adjournment**: It was moved and seconded, and the meeting was adjourned at 8:34 p.m.

**Next Meeting – Tuesday, March 6, 2018**

Respectfully Submitted,
Kelly Hutchins
Administrative Assistant, Admin Services Department