

1. Call to order

Chair Marian Call called the meeting to order at 12:05pm

Present: Marian Call (chair), Jessie Barker, Dianna Robinson, Steve Behnke, Gretchen Keiser, Duff Mitchell, Jim Powell

2. Land acknowledgement

3. Public participation

(None)

4. Agenda topics

A) JCOS Outreach Subcommittee Logistics

- Meeting roles and responsibilities: Jessie is unable to take minutes this particular meeting (Marian will send summary post-meeting)
- Discussion of meeting times deferred until Duff can join meeting

B) Reviewing May 16 Sustainability Session and discussing outreach processes

- Comparing promotional work (given short timeline) to our master checklist, we continue to develop our promotional checklist – several items added to reflect work done/needed
- What went well? KTOO outreach and article, attendance was decent (- *Steve*), JCOS Facebook page and website have received a facelift and look good, online engagement was decent (- *Marian*)
- What can we improve? Weather was a factor, KINY outreach is important (- *Duff*) Outreach to other sustainability organizations, building a rolodex of interested parties to connect with in the future (- *Jessie and Marian*)
- Divvying up tasks to repeat so that we know who has responsibility for what...
 - Marian comfortable with design and website work, interfacing with CBJ on getting that done, as well as KTOO/Empire outreach
 - Duff comfortable with KINY and business community outreach
 - Jessie comfortable with building on connections to other orgs and key individuals who ought to be invited directly in future
- Duff brings up that we need an email list people can sign up for – Dianna mentions we have to figure out how to have such a thing hosted at the city. Marian will work with CBJ on figuring out the best system for that over the summer.
- The event was not recorded, which is a shame. What can we share with the public from it?
 - Duff: can make a new short video summary with Sunny Sanwar?
 - Gretchen: Steve and Gretchen will be presenting a summary to the assembly on June 5, that video will be available on Youtube (Dianna provided [link to CBJ channel](#) where that will be hosted)
 - Dianna: there's also a recording of the Feb 2023 meeting where Sunny did his initial presentation ([linked here](#))

- Both of these are appropriate to share on the JCOS Facebook page, as are individual slides from the slide deck posted on CBJ's website and any direct quotes from it.
- We can post as a reminder that public comment is open until June 16
- Marian can send a thank you to Sunny on behalf of JCOS as outreach chair (- *Gretchen*)
- For future events - can we get PSA's on KTOO for the community DJ's to read at all hours? (- *Duff*)

C) Sustainability Awards (outreach subcommittee's role)

- Jim: proposal for Sustainability Awards was presented to HR committee in 2020 and received some feedback, now it's time to move it forward again (*Gretchen*: the draft proposal we're reviewing incorporates that feedback)
- Five JCOS commission members would be part of the initial review process and would recommend some finalists to HR
- Marian: some specific questions –
 - How many awards? Jim: as many as we feel are awardable
 - Which five JCOS members specifically will serve? Jim: any interested
 - Are projects with JCOS commissioners on the awards subcommittee directly involved eligible?
 - Jim: it's a conflict of interest, but I want all groups in, I think they should be, subcommittee members could recuse themselves
 - Marian: Maybe they're not eligible on a year when there's a subcommittee member representing them making decisions, the subcommittee could rotate and in a year when they're not serving they could be eligible – we don't want this to appear to be awarding the usual suspects or friends of JCOS
 - Duff: this is a matter worth consideration by HR / the assembly
 - What would the award be? Jim: a certificate (people get tired of plaques), to be awarded at a major event in Juneau, Earth Day or perhaps Innovation Summit
- Marian: what is JCOS' role versus the city's role? There's a lot of hours of work in this project, design and administration plus subcommittee doing the awarding
- Jim: I'd like this to happen organically, start small and let it grow, it could be mostly volunteer – JCOS has the passion
- Marian: CBJ has an interest in these being branded for the city and being a long-term project, for the city to know their involvement level up front will help them anticipate what saying yes to awards means
- Duff shares some examples of existing websites for awards for [King County](#) and [Port of Seattle](#), mentions we need comprehensive contacts / promotional plan
- Gretchen: we should come up with a clear idea of how much work is entailed and who's going to do it to present that to HR
- Marian: to know what the Outreach subcommittee's role will be, we'll need to think through the actual steps of taking this project from abstract to concrete
- Jim and Marian decide to work together on breaking down the different steps of the project and thinking through which ones would be the work of the city, which would be JCOS or volunteer work

D) Discuss topics of past and future Sustainability Sessions

- Deferred to next meeting for time

E) Return to JCOS Outreach Subcommittee Logistics (A)

- Scheduling future meetings: Duff, Jessie, and Marian are all available Tuesdays at noon through the summer but may need some flexibility. Future upcoming meetings planned for the 2nd Tuesday of the month, which means:
 - Tues June 13
 - Tues July 11
 - Tues Aug 8
 - Tues Sept 12
- If any of these present a problem we can remain in communication about changing weeks as necessary but keeping the same time (Tuesdays at noon).

5. Commissioner Closing Comments

- Duff: Sustainability Sessions in Sept and Oct will be before the election, if we want any particular issues to be discussed as part of election public discourse, plan for that

6. Adjournment