

Sustainability Workgroup

Scope of Work

Members of the Sustainability Work Group will serve as advisors, providing peer review of the project sustainability plan. This could include advocating for sustainability measures and providing guidance on funding opportunities.

Structure

The committee will consist of 6-10 members.

1. Committee Members

Committee members will be actively engaged and ready to serve as both subject matter experts and sustainability advocates. Members will be expected to be prepared for each meeting, reading all provided materials and finishing assigned homework.

Ideal candidates will have a passion for sustainability, experience working on sustainability initiatives, and have a connection to the City of Saint Paul, preferably on the east side. Members should also have the confidence and communication skills needed to influence others and be able to represent the entire community, and not just their own personal agendas.

Transportation, translation, and childcare support should be considered if needed.

2. Port Authority Role

The designated Port Authority leader will serve as a point person for the co-leadership team. This individual will manage meeting logistics, lead discussion topics, and encourage active participation from all participants.

3. LHB Role

LHB will provide technical guidance and materials for all scheduled meetings. Their contributions will be included as agenda items throughout the process.

Agenda Arc

WEEK	SUSTAINABILITY
January 24, 2022	Introductory Meeting: Group introductions, Master Plan Review, How sustainability fits, Work Group goals, Share precedence studies, SPPA's sustainability goals, SPPA's community report, prioritization for sustainability topics. Homework: Ask the group to research funding opportunities.
February 21, 2022	Sustainability Brainstorming: Discuss current progress, electric vehicle fleets/charging stations, community solar gardens, what it takes to be carbon-free. Share results from funding homework.
March 21, 2022	Outline Review: Review sustainability covenants and other sustainability documents, continue brainstorming and gathering feedback.

April 18, 2022	Draft Review: Draft a review of sustainability-related documents
May 16, 2022	Final Review & Celebration: Final review of sustainability-related documents & celebration.

Compensation Structure

Workgroup members will be compensated \$50 for each meeting they attend. An additional \$25 will be provided for the completion of research required outside of these meetings. Payments will be provided in the form of Visa gift cards, thanks to a grant provided by the Eastside Funders Group.