



SUSTAINABILITY and CLIMATE ACTION SUB-COMMITTEE

November 20, 2024 Zoom Conference Call

3:00p.m. – 4:00p.m.

MEETING MINUTES

MEMBERS AND ATTENDEES:

Name	Title	Present YES/NO
Majd Askar	Moreno Valley College – Vice President Business Services	NO
Ron Kirkpatrick	Moreno Valley College – Director of Facilities M&O	NO
Fabian Biancardi	Moreno Valley College – Academic Senate Representative	NO
Laurie Crouse	Moreno Valley College – Classified Representative, CSEA	NO
Stephanie Ortega	Moreno Valley College – Student Representative	NO
Michael Collins	Norco College – Vice President Business Services	NO
Travonne Bell	Norco College – Director of Facilities M&O	NO
Meghan Chandler	Norco College – Academic Senate Representative	YES
Jeff Buch	Norco College – Classified Representative, CSEA	NO
Jilani Yusuf	Norco College – Student Representative	NO
Kristine DiMemmo	Riverside City College – (Interim) Vice President Business Services	NO
Robert Beebe	Riverside City College – Director of Facilities M&O	YES
Tonya Huff	Riverside City College – Academic Senate Representative	NO
Peter Lomas	Riverside City College – Classified Representative, CSEA	NO
Bethany Canete	Riverside City College – Student Representative	NO
LaShe' Rodriguez	District – Director of Government Relations	YES
Misty Griffin	District – Director of Business Services	YES
Hussain Agah	District – Associate Vice Chancellor, FPD	YES
Mehran Mohtasham	District – Director of Capital Planning	YES
Myra Nava	District – Classified Representative, CSEA	YES
Evelyn Ault	District – FPD (Recorder / Non-Voting Member)	YES
Scott Schumacher	TotalEnergies – Account Executive (Guest)	YES

Sustainability and Climate Action Sub-Committee is a permanent sub-committee that serves as the primary advisor on sustainability and climate action matters to the Resources Committee and then the DSPC. SCAC provides a collaborative forum for the exchange of information necessary in setting goals and priorities regarding sustainability and climate action procedures, policies, compliances, leadership, advocacy, implementation, monitoring and communication. SCAC works towards continuous evaluation and quality improvement to support and advance the institutional mission of the district that promotes sustainability decision-making and resiliency-thinking for climate action, social justice and resources conservation.

I. CALLED TO ORDER

A. By Hussain Agah

II. APPROVAL OF MINUTES

A. No Quorum. No motion to Approve the March 20, 2024 and July 24, 2024 Meeting Minutes

ACTION: *None*

III. ORGANIZATIONAL STRUCTURE

A. District Strategic Planning Council Structure

1. The DSPC Structure was reviewed. There are (5) Committees reporting to the DSPC. The SCAC is part of the Equity, Social, Economic and Environmental Justice Committee that reports to VC Tammy Few.
2. Agah stated that the SCAC is responsible for reporting to the DSPC. Vice Chancellor Few opens the DSPC forum and provides any updates and developments of the plan. Agah stated that several aspects of the Sustainability Action Plan were tabled for this committee to work on. It is also part of this committee's charge to implement the plan and provide advocacy for it at the college level, district level and outreach to other agencies, and provide a continuous progress report on the plan's movement.

ACTION: *Agah will report the SCAC meeting minutes and action items to DSPC as appropriate*

IV. SCAC MEMBERSHIP

A. Membership Approval and Introductions

1. The District Strategic Planning Council (DSPC) approved all membership and the charge for this sub-committee in February 2023 for the District's Sustainability Climate Action Planning (SCAC) meeting.
2. Introductions occurred and additional committee members recognized. Future changes in membership were reviewed.

ACTION: *Update membership when appropriate*

V. MISSION, VISION, CHARGE

A. Mission

The Riverside Community College District Sustainability Committee creates and advances the Sustainability and Climate Action Plan by providing advocacy, leadership, and direction as the plan is developed, updated, and implemented."

B. Vision

We envision an RCCD where sustainability and resiliency-thinking are integral aspects of our culture and decision-making. We will demonstrate leadership in climate action, social justice and resource conservation."

C. Charge

- **Goal Setting:** Build visionary and achievable Goals, objectives, and actions.
- **Integrated Planning:** Support institutional planning activities by articulating sustainable actions, practices, and principles in all aspects of the institution.
- **Policy Development:** Develop and/or recommend appropriate policies that promote sustainability and resiliency.
- **Implementation:**
 - Recognize the differences of each College in its sustainability journey
 - Build consensus around the prioritization and implementation of sustainability initiatives;
 - Helping people to understand the opportunities, process, limits and costs of sustainability.
- **Monitoring:** Track sustainability progress and performance in each impact area annually.
- **Communication:** Provide an annual report that summarizes progress and future priorities.

VI. SUSTAINABILITY & CLIMATE ACTION PLAN (S-CAP)

A. Plan Overview

1. Agah shared information regarding the new Proposition 4, the Climate Bond for California that is \$10B and will be on the November ballot. It is unclear if it will provide any funding for the community colleges. Rodriguez stated there may be opportunities for some funding depending on who we partner with and when we apply for it. Rodriguez reached out to Southern California Air Quality Resources Board (CARB) and is apply for grants as well called Community District Requests. The request includes 5 or 6 items from the SCAP plan that could be opportunities to seed funding and partnership.

B. Impact Areas

1. Agah reviewed the Plan-At-A-Glance and the impact areas of the Sustainability and Climate Action Plan which include the following, contain certain goals and can be discussed in the future:
 1. Decarbonization and Climate Justice
 2. Community Vitality
 3. Water and Ecosystems
 4. Waste Minimization
 5. Resiliency
 6. Engagement
 7. Academics
 8. Trust and Transparency
 9. Equity and Social Justice
 10. Community Partnerships
2. Agah stated the objectives within each impact area identify the short term, mid-term and long-term goals to achieve them within a reasonable time while finding a baseline and benchmark, provided an example which is item 1, suggested focusing on each one at specific times and stated these are this committee's Sustainability focus. The committee discussed the assessment, the process of prioritizing, the funding and procurement. Waste Management has been identified as a high priority item.

C. Waste Minimization and Management

1. Beebe discussed his previous experience regarding Waste Management, the best approach to follow and the key members to engage from this committee from the three colleges:
 - a. College Facilities Directors

- b. Assistant Directors
 - c. Maintenance Managers
 - d. Food Services
 - e. College Safety Coordinators
 - f. Faculty members
 - g. TSS/IT for the e-waste component
2. Further discussion occurred regarding the plan components that need identified, including an assessment.
 3. Agah stated two RFP's were found to customize for the district's needs. The scope of services will be discussed and brought to SCAC for review at the September meeting. RCC will engage students to be a part of the process.
 4. Agah stated a Sustainability Manager is needed to further the the Sustainability Plan and the impact areas like Waste Management. FPD has been advocating for the position.
 5. Beebe stated meetings with consultants reveled there is a way to conduct a Waste Management study which includes having the waste stream analyzed 1 time, or one poll, by your waste management company. RCC had this done by Burrtec. The study found that 15% of one poll was recyclable materials. But there are recycle and green waste bins on campus that would need to be weighed to figure out the whole amount of recycle material on campus. This process would save money compared to hiring companies producing the same results.

ACTION:

- *Work on Impact Areas at the college level to achieve goals*
- *Form the Waste Management task force*
- *FPD and Beebe meet to discuss scope of work and proposals from vendors for a waste management assessment*
- *Invite Laurie McQuay-Peninger, Executive Director, Office of Grants/Sponsored Programs, to a meeting to discuss Grant opportunities*

D. District Solar Project

1. Mohtasham stated that the interconnection applications with SCE and RPU have been approved.
2. The preliminary schedule for the solar to come online at each college was discussed. Logistics meetings for each college have been coordinated.
3. Agah stated the solar project is officially in construction phase. The design and construction permits were received at the end of March. The college schedules were reviewed. The solar equipment will not be energized until approximately June 2025. Installation of EV charging stations will be discussed later.
4. Mohtasham provided details and updates on the project's progression at each location. The district will have significant savings and energy generation. It is projected that the energy offset at MVC and NC will be 100%, RCC will be about 36.37%, the District will be about 80%.
5. Mohtasham provided an update using the PowerPoint that was presented at the November 4 Committee Board meeting and also provided to this committee in the November 20 agenda packet.

ACTION: *Continue to provide update to campus community about the progress.*

6. **TotalEnergies RCCD Solar Education Program:** Scott Schumacher, Account Executive for TotalEnergies, presented the RCCD Solar Education Program and stated it is a requirement of the RFP. A portion of what TotalEnergies likes to include to all customers in the education segment is the educational outreach program. Each program is custom developed for the type of educational facility that TotalEnergies works with, and ensures the programs make sense for an elementary school all the way up to the college level. RCCD's package is made up of three components: In-classroom, Service Learning and Professional Development.

- i. **In-classroom:** Designed by TotalEnergies with third party educators who are qualified to put together lesson plans and curriculum, information was provided by TotalEnergies experts in solar projects. Guest instructors and mentors can be provided for real-world experience doing the construction work and the upfront work, developing and putting together a real-world layout. TotalEnergies also donates solar equipment to the campuses to have real equipment for the lesson plans.

Q: Agah asked how many classroom learning sessions will be conducted, will they be at all three colleges.

A: Schumacher stated the lesson plans can be distributed via pdf to all campuses with no restrictions. The guest instructors and mentors could be divided to have one for each campus. If that is not enough, TotalEnergies could find additional speakers to do two presentations annually, two at each campus for a total of six, possibly one in spring and one in fall. The Solar Equipment Panel donation would be provided equally to each campus, they would not have to share. From an equitability perspective there should not be any issues with the in-classroom piece.

Q: Agah asked if all of the colleges are interested in a combined Zoom class component could that be done in place of in-person classes.

A: Schumacher stated the lesson plans are intended to be curriculum that can be added into specific classes at the various colleges that deal specifically with the generation of solar electricity, how solar works, etc. The access to the monitoring data can be accessed through a website that shows real-time production from the solar Pv that is installed at each campus and across the district. Basically, a URL that anyone with a web browser could use to see and incorporate into the campus through an iPad or computer in the classroom, e.g. if the system at NC is producing 3,400 Kw hours, that is the equivalent of twenty homes over the course of at least three years since it became operational, and would be the equivalent of planting 10,000 trees. The data is available as part of the monitoring system.

- ii. **Service Learning:** Also known as In the Field Learning, is partnered with Grid Alternatives, an organization that gets donations from companies like TotalEnergies along with many other solar developers in the U.S. They take the equipment and install it on low-income homes at no cost to the homeowner. They also train people how to do the installation so that by the time they have finished working with Grid Alternatives they are ready to go out and get a job doing solar installations on either residential or commercial projects. Grid Alternatives is a great organization that is tackling low income and training individuals to get established in new careers in the solar business. They also have field days where they bring in people who may know nothing about doing solar installation. Schumacher has done this as a volunteer through TotalEnergies who provided the required donation to volunteer. The volunteers are either on the ground learning about how to install the inverters or on the rooftop putting the railing and modules onto the roof. TotalEnergies will make a \$10,000 donation that would cover the required volunteer donation as well as transportation and lunch. They will coordinate with a local Riverside Grid Alternatives to enable up to 1 faculty and 2 students from each campus to participate and volunteer. The students would meet together on a weekend and participate in a single installation giving them the opportunity to participate hands on. Agah will collaborate with the colleges' Sustainability Committees. A solar installation usually takes 3 days to complete. 1 day participation might be possible, Schumacher will report back regarding that.
- iii. **Professional Development:** For one or more faculty members who are interested in learning more, or in getting a full certificate from Solar Energy International (SEI) who offers a variety of programs so they can teach the curriculum. TotalEnergies would contribute \$5,000 towards the professional development to be divided however the district chooses. One course would be approximately \$1,000, the full certificate of 5 programs would be \$5,000. The donation would be extended to 2026.

Q: Schumacher asked if any of the colleges already have courses devoted to energy or solar electricity. Would one college benefit more than another?

A: Agah stated they will find out.

Schumacher offered to provide additional meetings for individuals who could not attend today's meeting

a. Decarbonization/IEMP & TCO Dashboard

- i. Mohtasham stated the links have not been shared with the committee. Meetings with DLR, district IT and the group providing the web services for the district revealed issues that must be resolved before they can be shared and used. The links should be issued to the committee by the end of August. DLR will provide a demonstration to SCAC from the district website link to walk through the Dashboard and answer questions. A districtwide communication will be sent when it is ready to share.
- ii. [Decarbonization & IEMP Dashboard Link](#)
- iii. [Total Cost of Ownership \(TCO\) Dashboard Link](#)

ACTION: None

b. Car-Sharing Program

- i. Mohtasham stated the CMO application was approved by the state and \$1.5M grant will be received to be spent in 4 years and provided details on the RFQ/P that will be advertised for a third-party Mobility Provider, who will take over the implementation and the programming.
- ii. The acceptance of the \$1.5M grant was BOT approved in March 2024. The program will support 15 EV charging stations, 15 electrical vehicles will be distributed among (3) campuses: RCC (8); NC (3); MVC (3) and District Office (1). Additional details regarding reimbursement through the solar project was shared. The program maintenance will not affect the colleges' maintenance and operations departments.
- iii. Agah stated an RFQ/P is being used to engage a Mobility Provider to administer the program. The program will be shared by staff and students, not the community.

ACTION:

- *Reach out to Academic Senate and CTA Chair to provide their candidates or member appointments.*
- *Present the draft policy to the SCAC for further discussion on further changes or modifications.*
- *Have a draft ready in the fall after faculty arrive.*

c. Award

- i. Agah shared the news of the (3) S-CAP Awards that were presented to RCCD at the Chancellor's office in Sacramento on November 13, 2023. The S-CAP was recognized by the Board of Governors as being an innovative plan. AVC Agah and Askar also presented it at the Community College Facilities Coalition (CCFC) conference in Sacramento on November 6, 2023 with good feedback.

d. Grant Opportunities

- i. Agah shared details about Grant Opportunities, the links which were provided on the agenda for this meeting. Nava shared information regarding the Communities-In Charge grant that is available. The link on the agenda provides a lot of information and needs to be studied to complete as a district. Nava is verifying eligibility in relation to the grant that was just received. Askar suggested to route

this through the District grants department. Agah discussed additional grant opportunities that are available that will create infrastructure to support the Sustainability and Climate Action Plan item 5.1, Resiliency. Nava provided details.

- a. [ICARP Grant Programs- Office of Planning and Research](#)
- b. [Hazard Mitigation Grant Program \(HMGP\) | California Governor's Office of Emergency Services](#)
- c. [Community Resilience Centers Resources - Strategic Growth Council \(ca.gov\)](#)
- d. [Communities in Charge - California's market accelerating, light-duty electric vehicle infrastructure incentive project \(thecomunitiesincharge.org\)](#)

ACTION: *None*

VII. POLICIES & PROCEDURES

- a. Askar commented that future discussion regarding operation needs to be discussed and putting together a grid to track what has been done.
- b. Agah agreed and provided details regarding framework and the benefits of using the Association for the Advancement of Sustainability in Higher Education (AASHE, <https://www.aashe.org/>) framework. This framework is something the State Chancellor's Office wants us to use. It allows us to post a lot of information online.
- c. Agah will begin putting together the shell of an EV Charging Station Policy that will govern the usage, so that there is no gifting of public funds (Assembly Bill #2414). A review of other college policies and procedures identify the charging stations under their Parking Policy, eliminating the need for a separate policy.
- d. Huff inquired if there is a District Parking Committee and if this policy should be from each college's Parking Committee or the District. Agah stated it should be with the District and does not believe there is a District Parking Committee. The Charging Station Policy discussion should include the faculty association, college administration and CSEA. A fee structure would be part of the policy and would require BOT approval.
- e. Agah stated the District's Sustainability Policy #5775 is old, from 2012 and should be updated. It should be updated based on the approved Sustainability Climate Action Plan.
- f. Agah requested Huff to provide details of RCC's Sustainability committee and how they could integrate with this committee. Huff stated it makes sense to have the Faculty Chair from the 3 campus Sustainability Committees be a part of SCAC to facilitate the integration. As SCAC begins implementing the bigger projects it can be the resource for the individual campuses, either helping to collect data or educate people, and do whatever is needed to implement the broader policies that the district is able to bring into effect. Also, implement a general education around sustainability on the campuses on a regular basis and suggests discussing with the Academic Senate Presidents about having a representative from each campus Sustainability Committee would help the colleges understand what is happening on the district level.
- g. Agah asked if there has been a task force identified at MVC and NC, are they active and how the SCAC can help them, if possible. Biancardi stated he has not heard of one at MVC; Askar stated the task force has been created, more faculty were being brought in to support it and meetings need to be scheduled.
- h. Agah stated it would be beneficial for each college to create their own Sustainability webpage, to piggy back on the District's webpage.

- i. The new EV Charging Station Policy #5750 will consist of (1) SCAC member, (1) CTA, (1) CSEA, (1) Academic Senate, (1) Police, (1) Parking Services, (3) VPs of Business Services, and (1) FPDC. Agah will reach out to these individuals to start the process on the policy for the EV Charging stations and the Car-Sharing program. The development of the policy will include researching and developing the usage fee amount.

ACTION:

- *Assemble a committee to develop an EV Charging Station Policy #5750*
- *Assemble a committee to review the framework and update the Sustainability Policy #5775*
- *Research the process to have the college webmaster create their own Sustainability webpage*

VIII. NEW AGENDA ITEM(S)

MEETING FREQUENCY

- B. The committee agreed to meet every other month.

ACTION:

- *Exchange emails to determine agenda items for the next meeting*

ADJOURN

End of Meeting Minutes-