



**MINUTES  
SPECIAL MEETING - RETREAT  
ENVIRONMENTAL ADVISORY COMMISSION  
September 7, 2019 - 8:00 AM  
PASADENA WATER & POWER CONFERENCE ROOM  
150 SOUTH LOS ROBLES AVENUE, SUITE 200  
PASADENA, CA 91101**

- 8:30 a.m. Roll Call** Chair Rossman called the meeting to order at 8:30am (note: late start time of meeting due to staff error)  
**Present:** Commissioners Cobleigh, Glenn, Kurkjian, Nay, Vallante, Wolfson, Vice-Chair Dentler and Chair Rossman  
**Excused Absent:** Commissioner Levy  
**Staff:** Ariel Hudgins, Senior Office Assistant and Jacqueline Tatum, Office Assistant
- 8:35 a.m. Commission Orientation**  
Chair Rossman gave a brief orientation to the Commission, outlining the EAC's history, purview, and work process.
- 9:06 a.m. Draft Annual Report Discussion**  
The Commission reviewed the Draft Annual Report and made suggestions to staff for corrections and improvements.  
Motion: Chair Rossman moved to approve the Draft Annual Report with corrections. All Commissioners approved except Commissioners Cobleigh and Nay, who abstained.
- 9:40 a.m. Break**
- 9:57 a.m. Discussion and Approval of FY2020 Work Plan**  
The Commission discussed the specifics of the FY2020 Work Plan, and decided to deemphasize their previous focus on the Climate Action Plan. While still using the CAP's framework, the new Work Plan will focus on the following areas: 1. Sustainable Mobility, 2. Energy Efficiency & Conservation, 3. Water Conservation, 4. Waste Management, 5. Urban Greening, and 6. Environmental Health.  
Motion: Chair Rossman moved to approve the FY2020 Work Plan. Motion approved by unanimous vote.
- 11:30 a.m. Adjournment**

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Ariel Hudgins, Senior Office Assistant