

CHARTER

PREAMBLE

The United Nations World Council on the Environment and Development defines sustainability as the ability to meet the needs of the present without compromising the ability of future generations to meet their own needs. Climate change poses the greatest challenge to achieving sustainability for our generation.

Global scientific consensus has concluded that our consumption of carbon-based fossil fuels increases the concentrations of greenhouse gas (GHG) emissions in our atmosphere. This, in turn, causes an increase in global temperature. A warming climate is expected to cause increased frequency and intensity of extreme climatic events that threaten our economic productivity and quality of life. In the Los Angeles region this may be experienced through:

- **Rising Tides, Violent Storms and Floods.** Many communities and key infrastructure, including the Los Angeles and Long Beach Ports - the nation's busiest trade port, and the Los Angeles International Airport - the world's 5th busiest airport, are located in low-lying coastal areas.
- **Hotter, Drier Days.** Prolonged heat waves will increase the frequency and intensity of episodic smog-forming conditions exposing us to more air pollution, increased respiratory and heat-related illnesses, and will burden the healthcare system. Reduced average annual precipitation and shorter rainy season, along with longer droughts will reduce water supplies and their reliability.
- **Increased Frequency of Wildfires.** Numerous forest and scrub-adjacent communities and infrastructure will be threatened, increasing protection and re-location costs and damaging ecosystems.
- **Reduced Water and Energy Reliability.** Hotter temperatures will affect water supply reliability and food production and place great stress on our energy grid. Increased fuel and energy price volatility will greatly impact our region's economic and social development.

The anticipated adverse impacts on our region's environment, health, economy and social well-being provide the impetus for an urgent call to action. State policies, such as California's landmark Global Warming Solutions Act (Assembly Bill 32) mandate a reduction in greenhouse gas emissions to 1990 levels by the year 2020. However, the scientific consensus is that in order to avoid the most catastrophic impacts of climate change, a reduction of 80% below 1990 levels is necessary, as acknowledged by Governor Schwarzenegger's Executive Order S-305. The need for embracing climate change action through regional collaboration is clear, as no one agency, company, individual or group can address these challenges independently.

The Los Angeles Regional Collaborative for Climate Action & Sustainability¹ recognizes that there is a profound need for cross-jurisdictional collaboration to promote energy efficiency, renewable energy, and other best practices at the local, State and Federal levels. These practices will provide multiple benefits by reducing our dependence on fossil fuel, increasing

¹ For logistical purposes, the geographic scope will initially include, but not be limited to the County of Los Angeles. The Los Angeles Regional Collaborative is comprised of multiple co-equal partners and does not fall under the jurisdiction of any one governmental entity.

our local renewable energy capabilities, and creating green employment opportunities. Coordinated efforts with our land use, transportation, infrastructure, energy, and resource-management partners will prepare our communities to best meet these challenges and sustain our quality of life.

PURPOSE STATEMENT

The Los Angeles Regional Collaborative for Climate Action & Sustainability is a network of leadership from government, the business community, academia, labor, and environmental and community groups designed to encourage greater coordination and cooperation at the local and regional levels. The purpose of this collaboration is to share information, foster partnerships, and develop system-wide strategies to address climate change and promote a green economy through sustainable communities.

COLLABORATIVE OBJECTIVES²

- Build a regional action plan to 1) establish baselines of current greenhouse gas emission levels, 2) identify greenhouse gas emission reduction targets and mandates, 3) develop a mechanism for tracking progress in reducing those emissions, and 4) provide strategies to help meet those goals.
- Proactively create cross-jurisdictional and public-private partnerships in support of the regional action plan development and implementation.
- Work together to leverage local, state and federal resources to implement the regional action plan.
- Share information and best practices on climate change and other sustainability goals.
- Develop a consistent communication plan for informing stakeholders of the Los Angeles region of the urgency in addressing global climate change and reducing greenhouse gas emissions.

REGIONAL AND MEMBER BENEFITS

Through collaborative efforts, members can expect the following benefits:

- Opportunity to participate in the development of a “Los Angeles Regional Action Plan,” as well as the opportunity to provide input on the development and prioritization of regional greenhouse gas reduction programs.
- Access to technical resources for establishing greenhouse gas emissions “baseline” reports, and indicators in support of the sustainability blueprint.
- Resource savings through economies of scale with the development of regional education and training, marketing, green procurement and community information tools.

² Signing onto this Charter does not supersede any powers vested to the signatory, and the debts, liabilities and obligations of the Los Angeles Regional Collaborative shall not be the debts, liabilities, and obligations of the signatory unless officially assumed in writing by the signatory.

- Enhanced access to federal grants, public-private partnership financing opportunities, and future carbon revenues that may be authorized for the purpose of addressing climate change and related sustainability objectives.
- Access to discussions, workshops and conferences with public agencies, private-sector entities, non-profits and other interest groups on sustainability issues impacting the region.
- Access to regular updates and analyses on legislative and regulatory issues, ballot initiatives, local ordinances and other issues that impact regional sustainability.
- Input on the development and promotion of pilot projects and input on the expansion of successful projects where appropriate and feasible.

INITIAL BY-LAWS

ORGANIZATIONAL STRUCTURE

The organizational structure of the Los Angeles Regional Collaborative is designed to focus the wide scope and diversity of individual partner's perspectives, interests, and specializations.

The Collaborative will provide policy and programmatic recommendations to its member agencies. Individual organizations will be encouraged to work together on issues of mutual interest and additionally, to develop individual positions on issues germane to their own organizations.

MEMBERSHIP

The Steering Committee will initially be comprised of representatives from the founding signatories. Invitations will be extended to others based on agreement by the Committee.

An invitation to participate in the Steering Committee will be extended to representatives from a diverse cross-section of cities, businesses and community groups throughout the region, and others as deemed appropriate.

Membership in the broader Collaborative is open to any organization that agrees to the partnership objectives described above.

Agencies will be recognized as Collaborative members upon formal adoption of the charter by their respective Chief Executive Officer or Governing Body, as determined by the decision-making process of each prospective member organization.

Information and resources generated by the Collaborative will be made available to the public. An invitation to participate in Working Groups may be extended to non-member agencies.

STEERING COMMITTEE

The Steering Committee is the organizing body of the Collaborative. The official duties of the Steering Committee will include the following:

- Guide the direction, scope, and duration of issue-based Work Groups.
- Manage the budget and raise funds for administration and other efforts of the Collaborative.
- Leverage media relations in order to inform the public of the programs and progress of the Collaborative.
- Hire, and evaluate the performance of, the Network Facilitator.

REGULAR MEETINGS

The Steering Committee will meet on a monthly basis on a day and time to be determined by the Steering Committee at its first meeting. A majority of members constitutes a quorum. Member notification will be well in advance as practicable, but at least seventy-two (72) hours notice will be given. Meetings of the Steering Committee will not be open to the general public, and will be by invitation only.

SPECIAL MEETINGS

Special meetings of the Steering Committee may be called by the Network Facilitator or a majority of the members. Member notification will be well in advance as practicable, but at least seventy-two (72) hours notice will be given.

PUBLIC NOTICE

General Collaborative meetings will be open to the public via website.

WORK GROUPS

Work Groups, which are to be formed and disbanded by the Steering Committee, may be created in order to make recommendations, and pursue programmatic objectives and pilot projects. Said Work Groups may convene meetings without public notice. Members of the Work Groups shall determine meeting times and frequency. Members of the Work Groups may include Collaborative Members.

The Work Groups shall provide technical and policy analysis and evaluation on specified projects and programs (including pilot projects, model ordinances, regional indicators and other metrics) and make recommendations to the Steering Committee and Collaborative based on Work Group research and findings.

AGENDA

Every meeting of the Steering Committee and the Collaborative will have an agenda circulated to members in advance of the meeting. The agenda and minutes of previous meetings will be approved at the beginning of each meeting.

DECISION MAKING

Discussion items may be introduced by any member of the Collaborative. The member should notify the Network Facilitator in advance of the meeting so that the item can be included in the Agenda. A member representative may either present the item directly or allow the Network Facilitator to do so. All decisions will be made based on consensus.

NETWORK FACILITATOR

A designated Network Facilitator will be hired and tasked with coordinating each Steering Committee meeting.

The official duties of the Network Facilitator will include the following:

- Develop meeting agendas, notify members of meetings, and record minutes.
- Develop a funding action plan that outlines administrative and programmatic funding opportunities, public-private partnerships, grants, endowments, and if appropriate, the potential for a membership dues structure.
- Facilitate the sharing of best management practices and technologies by bridging communication gaps between members.
- Moderate Steering Committee meetings as a non-voting member.
- Assist in resolving conflict between members.
- Ensure that the ongoing efforts of each Work Group are coordinated and help ensure that the tasks undertaken by the Work Groups are conducted in an efficient and effective manner.
- Establish media relations in order to inform the public of the programs and progress of the Collaborative.
- Act as a liaison and point of contact for member requests, information gathering and other assigned tasks determined by the Steering Committee.
- Coordinate and facilitate meetings of each Work Group, and report the Work Group's findings and progress to the Steering Committee, unless the Work Group designates a specific member of the Work Group to report the findings and progress to the Steering Committee.
- Trouble-shoot new issues or policy initiatives and identify and pursue new informational resources or experts to assist the group in meeting its policy goals.

FUNDING

After Founding Members are determined, the Steering Committee will identify funds for a one-year minimum pilot period. At no point during this pilot period will agencies be indebted as a result of joining the Collaborative. Should an agency feel that they are no longer able to participate, they will not incur any debt or exit fees.

After this period, the efficacy of the Collaborative will be formally evaluated and the Steering Committee will determine appropriate long term funding mechanisms.

INITIAL SCOPE OF WORK

- **Needs Assessment:** Conduct a needs assessment of the region, including an annual survey and analysis of current and proposed efforts to meet greenhouse gas emission reduction goals and begin the development of a regional climate change action plan, regional goals, and priority areas to target for greenhouse gas emission reduction.
- **Outreach Strategy:** Develop a plan that actively engages a diverse cross-section of cities, other units of government, community and environmental organizations, labor unions and business organizations, and other relevant groups throughout Los Angeles County in the proceedings of the Collaborative.
- **Work Groups:** Form and coordinate Work Groups, as necessary, to focus on specific projects and/or policy coordination on issues such as:
 - **Public Relations:** Communicate a shared message emphasizing the urgency and impacts of global climate change to the residents of the Los Angeles region. Undertake regional sustainability/climate change education, marketing and outreach.
 - **Procurement:** Coordinate regional public/private procurement opportunities (economies of scale) to reduce cost of purchasing green products.
 - **Legislative Monitoring:** Coordinate monitoring of regulatory proceedings at the local, State and Federal levels and assist in the implementation of legislative mandates on the regional level.
 - **Model Ordinances:** Coordinate model programs and ordinances for the individual jurisdictions or other partners to consider for green building, water conservation, waste management and other best practices.
- **Best Management Practices:** Identify, research, and share sustainable best management practices and technologies that will help to address global climate change and other major environmental challenges.
- **Pilot Projects:** Facilitate pilot projects in appropriate locations to highlight specific sustainability performance objectives, to possibly include the following categories:
 - Smart Growth and Vehicle Miles Traveled/Travel Demand Management
 - Universal Design and Complete Green Streets
 - Sustainable Neighborhood and District Development
 - Sustainable Mobility, Green Fleets/Fuels and Parking Demand Management
 - Renewable Energy, Co-generation, Distributed Community Energy and Energy Efficiency

- Open Space Management
- Water Efficiency, Conservation and Recycling, Community-scaled Water Harvesting and Demand Management
- Urban Forestation/Urban Tree Canopy and Integrated Community-scaled Food Production
- High Performance Schools/Green Buildings and Retrofits
- Community Land Trusts and Cooperatives
- Integrated Waste Management, Recycling and Energy Capture
- Integrated Pest and Vector Management
- Sustainable Business Enterprises/Community Economic Development
- Green Industry/Manufacturing/Logistics
- Innovative Information/Technology/Modeling/Analysis/Data Collection
- Regional Climate Change Modeling