



To: CC4CA Board of Directors
From: Jacob Smith, Executive Director
Date: April 17, 2023
Re: Final Proposed Policy Statement Updates

Attachment #1: CC4CA Policy Statement Updates Process Graphic
Attachment #2: Proposed Updates to Policy Statement - Updated
Attachment #3: Substitute Language for the Policy Position #18 Placeholder
Attachment #4: Proposed Policy Statement Updates 2023 – With Redlines 2023-04-13
Attachment #5: Proposed Policy Statement Updates 2023 – Redlines Adopted 2023-04-13
Attachment #6: Sample memo for bringing the proposed updates to your Council/Board
Attachment #7: Sample resolution for jurisdictions that require formal action

CC4CA's Policy Statement, which is fundamentally a collection of all of CC4CA's formal policy positions, defines and guides our advocacy work over the course of the year.

CC4CA goes through a formal process of updating the Policy Statement every other year. Because the last time we updated it was June 2021, the Board is slated to decide on a new round of proposed updates at this year's annual retreat (June 8-9, 2023)

Please note that this memo incorporates all of the information from and replaces the March 30 **“Proposed Updates to the 2023 Policy Statement” memo. It also incorporates one additional proposed Policy Position adopted by the Policy Committee last week.**

Requested Action

Because the Board needs to complete the Policy Statement process at the June retreat, and because adopting any changes requires unanimous consent of the Board, it is extremely important that every Board member engage in whatever process you need so that you are able to discuss, deliberate, and decide on final language.

- 1) Please engage in whatever process is appropriate for you and your jurisdiction so that your jurisdiction's Board member/alternates are able to make decisions at the June retreat.
- 2) Identify any concerns you or your jurisdiction might have. Please do this by May 1 if possible, and May 15 at the latest.
- 3) If your jurisdiction does raise any concerns, please be very specific about what they are:
a) which specific proposed language is of concern? b) what exactly is the concern? and c) would you rate the concern as minor (e.g., grammatical edits), moderate (may require discussion but probably doesn't require major changes to the proposed updates), or serious?

4) If your jurisdiction's elected body is taking formal action on the proposed updates, and the Council/Board has any objections, it is extremely important that the adopted motion specifically identify each particular proposed change to which there is an objection. The Board must be able to drop each specific change to which one or more members object.

The Process and Next Steps

The Policy Committee in January formally kicked off the 2023 process for updating CC4CA's Policy Statement.

Staff thoroughly reviewed the current Policy Statement and identified potential updates. The Policy Committee issued a formal solicitation for proposed updates and discussed some potential updates at its January and February 2023 meetings. The Board reviewed the proposed updates at its February 2023 meeting. Finally, after several rounds of discussion and edits, the Policy Committee adopted this final set of proposed updates. That includes the March 9, 2023 adoption of everything but the placeholder for Policy Position #18, and the April 13, 2023 adoption of language to replace the Policy Position #18 placeholder.

The Board will make a final decision on proposed Policy Statement updates at the June retreat. There is no additional "ratification" step by individual members, which is probably the most significant process change from previous update cycles. The final decision occurs at the Board retreat.

We strongly encourage Board and Policy Committee representatives to take the following steps or something similar:

- 1) Promptly review the proposed updates.
- 2) Raise any questions/clarifications with CC4CA staff. Most questions and clarifications typically can be resolved without needing to make any changes to the proposed updates.
- 3) Identify any serious concerns with any of the proposed updates and raise them with CC4CA staff. It is crucial that we know what these are as early as possible so we have enough time to resolve them.
- 4) Follow whatever process you/your jurisdiction wishes to follow for getting buy-in on the proposed Policy Statement updates.
 - CC4CA does not require any specific sort of internal approval process by individual members.
 - Some jurisdictions require or prefer that the elected body review and formally approve the proposed updates. Some leave it to the Board representative. Some handle this at the staff level. All that CC4CA requires is for each member's Board representative(s) to be empowered to represent the jurisdiction for this final decision at the June retreat.
 - To that end, we strongly encourage that your internal approval process, whatever it may be, have some flexibility so that your Board representative(s) has a bit of latitude to work through any final issues at the retreat.
 - on final language tweaks that may be discussed at the retreat. Here are two options for language to include in your elected body's resolution:
 - o "Our jurisdiction's official representative(s) to the CC4CA Board of Directors is authorized to approve the proposed Policy Statement updates and to approve minor changes to this approved language so long as they are substantially similar to the proposed version."

- “The Board/Council supports the proposed changes to the CC4CA Policy Statement, including minor, substantially similar tweaks that the CC4CA Board may wish to make.”

5) Be prepared to work through the final discussion and decision at the retreat. The major discussion will occur on the first day of the retreat. If that discussion leads to any proposed tweaks to the official proposed updates, Board members will have until the meeting resumes the next day to secure any final additional approvals they may need.

A few critical points to bear in mind:

- Every one of CC4CA’s 42 members has veto power over every proposed Policy Statement update. This means it is critical to identify any concerns well in advance of the retreat so we all have time to work through them well in advance of the retreat.
- The process of crafting the proposed updates is extensive and thorough, so the Policy Committee’s formal proposal has already gone through substantial vetting and baking by the time the full Board is considering it.
- Ultimately, the question for your Board representative will be “can you live with this proposed change?” as opposed to “Do you prefer this wording” or “Is this the best possible wording?”
- Adoption of proposed updates is by unanimous consent, which CC4CA defines as ‘no member objects.’ For each proposed update, Board members will have the option of supporting, abstaining, or objecting. If a single member objects to a specific change, that change does not occur, so we ask that members only object (i.e., veto) if they have a strong objection.
- The Policy Statement does not guide how we prioritize among advocacy opportunities. The Policy Committee does that separately. The Policy Statement simply identifies our positions on each of the relevant policy issues.

Accepting or Rejecting Proposed Updates

Finally, when the Board goes through the proposed updates to the Policy Statement, the basic options in each instance will be to accept the proposed update or reject it (in which case the current language in that instance would simply remain as-is and the proposed update does not occur).

For instance, the current policy position on emissions from fossil fuel extraction (which happens to be #20) reads:

“Expand monitoring and reduction of the full life cycle emissions from fossil fuel extractive industry activities.”

The Policy Committee is proposing to change that in the following manner:

**“~~Eliminate emissions from and achieve comprehensive, high-accuracy monitoring of~~
~~Expand monitoring and reduction of the full life cycle emissions from~~ fossil fuel extractive industry activities.”**

If one or more members object to this change, then this proposed change simply goes away and we retain the current language. The current language is retained automatically; the only way the Board can change any of the current language is with the consent of the full Board (i.e., no Board members object).

Questions

If you have any questions or need any support as you work through this process, please contact me (303-810-6017, jsmith@cc4ca.org).