

**Boston Climate Action Planning Process
Community Advisory Committee Meeting
February 9, 2010**

Dinner: 5:00-5:30; Meeting 5:30-8:30

Nonprofit Center/Third Sector New England
89 South Street 2nd floor, Boston/Leather District (near South Station)
Cynthia Parker, IISC and Dr. Jonathan Raab, Raab Associates and MIT

Pre-reading

Please review the following before the meeting:

- Community Engagement Strategy Draft
- Mitigation Strategies Draft
- Adaptation Recommendations Draft
- Community Workshop Agenda

Agenda and Desired Outcomes

Dinner 5:00-5:30

- Dinner discussion topic: What encouraging signs or indicators have you seen related to climate action (locally or globally) in the past few months?

Start Ups 5:30-5:40

- Introductions
- Context of Today's Meeting
- Desired Outcomes and Agenda

Community workshops 5:40-6:25

- Workshop Agenda Review– *Outcome: Shared understanding of draft; list of upgrades (15')*
 - Ice breaker/Start ups
 - Format, including video and give aways
 - Questions (at tables and polling strategy/illustrations)
- Outreach Process – *Outcome: Shared understanding of progress to date; list of issues and ways to address them (25')*
 - Progress to date
 - Break out sessions by workshop (assign groups)
- Joint meeting with LC re: results– *Outcome: Shared understanding of purpose, date, outcomes of joint meeting; list of ideas for format (5')*

Mitigation and adaptation

6:25-7:10

- Mitigation Recommendations – *Outcome: Shared understanding of contents of this draft; shared understanding of CAC reactions, input, and/or concerns*
 - Presentation (10')
 - Q&A/large group discussion (15')
- Adaptation Recommendations – *Outcome: Shared understanding of contents of this draft; shared understanding of CAC reactions, input, and/or concerns*
 - Presentation (10')
 - Q&A/large group discussion (10')

Break

7:10-7:20

Longer term engagement strategy

7:20-8:20

- Framing and Elements of the Strategy – *Outcome: Agreement on framing and elements, with upgrades as needed*
 - Present framing and elements, including tag lines
 - Small group work on several key design issues
 - Large group report out, and seek agreement (or delegate remaining issues to work group)

Close the Meeting

8:20-8:30

- Next Steps, including meeting buddies
- Meeting Evaluation