



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS CALIFORNIA CLIMATE ACTION REGISTRY

**MARCH 5, 2003
SACRAMENTO, CA**

A meeting of the Board of Directors of the California Climate Action Registry (the Registry) was held at the State Capitol Building in Sacramento, California on March 5, 2003.

I. WELCOME & INTRODUCTION

Board Secretary Jan Schori called the meeting to order at 1:12 p.m. Pacific Standard Time (PST).

The following Board members were present: Winston Hickox, Charles Kennel, Kip Lipper, Peter Miller, Jan Schori, and Diane Wittenberg. Board Chair Mary Nichols arrived shortly after the meeting was called to order. A quorum was present. Registry staff members Jill Gravender and Elis Imboden were present. Pierre duVair of the California Energy Commission (CEC) was present at the request of the Board.

Ms. Schori announced that Robert Malone has resigned from the Board. The Board is currently seeking two new members; one representing industry and one at large. Interested parties were directed to the Governor of California's website for further information.

Diane Wittenberg presented clarification of the Board's resolution allowing the Registry staff to create a Technical Advisory Committee (TAC). The TAC was not intended to be a Board committee. On motions duly made, seconded and carried, the Board agreed that the resolution be so clarified.

II. CONSENT AGENDA

Ms. Schori noted that the Registry is required to respond to AB 1493 and will do so with a Memo to the California Air Resources Board (CARB) and the California Energy

Commission (CEC) outlining the Registry's approach, and including language agreed upon by the Registry and CARB.

Ms. Schori further noted that the Registry has received grant funding since the approval of the current budget. The budget must be amended to reflect the revenue increase. The new budget approval process will include the creation of a baseline budget using predictable revenues and an estimated budget including estimations of potential revenues.

On motions duly made, seconded and carried, the following resolutions were unanimously adopted:

RESOLVED: The Consent Agenda is approved as presented:

- Accepted 11/13/02 Registry Board meeting minutes
- Accepted current FY 2003 financial statements
- Accepted Draft Memo re: AB 1493

III. ORGANIZATIONAL UPDATES

Organizational Update:

- Mary Nichols outlined the content of the Attorney General's letter of February 13, 2003, regarding confirmation that the Registry is not a "state agency."
- Ms. Nichols reported on her recent trip with Diane Wittenberg to Washington DC to meet with individuals regarding dedication of federal research funds for the Registry.

Program Update:

- Jill Gravender, the Registry's Technical Director, updated the Board on the progress of the Technical Advisory Committee (TAC), including the addition of a Forestry Workgroup. The Board encouraged diversity in the TAC and suggested an academic, such as an economist, and representatives from non-governmental organizations be recruited.
- Ms. Gravender updated the Board on the approval of certifiers.

Outreach Update:

- Ms. Wittenberg updated the Board on the upcoming conference and reported that member recruitment is not as high as expected. Ms. Nichols encouraged the Board to involve itself more deeply in recruitment efforts. Dr. Kennel suggested the Registry approach the Monterey Bay Aquarium. The Board requested outreach materials be provided to them.

CEC Update:

Pierre duVair of the CEC presented the following:

- The CEC's revised conflict of interest policy which was described as more flexible and consistent with efforts at the international level.
- The pros and cons of the certification process.
- The ten steps in the certification process.
- The CEC's site visits and evaluation process as directed by SB527.

Dr. duVair updated the Board on the progress of:

- Reviewing the emission factors contained in the API Compendium for consideration in the Registry's Protocols. The CEC is hiring Ecoenergy, Inc. to review the API compendium and other materials.
- Hiring a contractor to recommend default emission factors for alternate fuel vehicles. The CEC is hiring Tiax, Inc. and expects the work to be completed by April 30, 2003.
- Identifying resources to improve California-specific emission factors for Registry participants related to indirect emissions from electricity consumption. Berkeley National Laboratory has presented three approaches. It is estimated that it will take six to nine months to build the system and require 25% of a staff person's time to maintain. Ms. Nichols noted that the CEC doesn't have the staff to do everything the Registry has asked for, which presents a dilemma.
- Evaluating the range of transportation emission protocols. The CEC has hired Tiax, Inc. to review and evaluate existing transportation-related emissions protocols. The CEC will coordinate with the TAC regarding its recommendations. Their report is due on July 1, 2003.

IV. POLICY ADOPTION

Ms. Wittenberg next presented the Registry's recommended organizational policies and policy revisions.

On motions duly made, seconded and carried, the following resolutions were unanimously adopted:

RESOLVED: The following Registry policies are approved as presented:

- Dispute Resolution
- Timing of Emissions Report Certification

RESOLVED: The following Registry policies are amended as presented:

- Protocol Revision Process

- Reporting Data Collected Prior to Registry Participation

V. PROTOCOLS

Ms. Gravender noted that the Board has not requested to approve the actual language of the protocols, but directed staff to compose them. Ms. Gravender presented some revisions providing more specificity to the General Reporting Protocol, the Certification Protocol and the Conflict of Interest Policy. The Board acknowledged the revisions and asked that staff carry on in this manner.

VI. BOARD DISCUSSION

Ms. Gravender presented the Board with a proposed Registry Alliance, a concept for a new non-profit organization using the Registry's tools and practices for national and regional registries. Ms. Gravender outlined how the Alliance might work; noting that registries are proliferating and the time is ripe for implementing a national standard. She further described how creating the Alliance would benefit the Registry, how ACARROT might work, outlined proposed minimum reporting standards for participants, and what Registry and participant responsibilities would be. She also noted the benefits to the Registry, how the Alliance might be funded and a timeline for its implementation. On behalf of the Registry, Ms. Gravender requested the Board's conceptual approval of the project, use of staff time, creation of a new 501(c)(3) organization, lease of CARROT and to participate, manage and administrate the Alliance organization.

The Board noted that the Registry has not achieved its current goals, and recommended that the Registry seek scoping funding and proceed slowly with the Alliance while focusing on Registry objectives.

Ms. Nichols adjourned the meeting at 3:47 p.m. PST.

Respectfully Submitted,

Jan Schori, Board Secretary

Date

