

Agreements of the Climate Action and Adaptation Plan Community Advisory Committee (the CAC) City of Watsonville, California

The following agreements govern the Climate Action and Adaptation Community Advisory Committee of the City of Watsonville, California (the CAC).

ARTICLE I – Basis of Establishment

The CAC was established in connection with the City of Watsonville Climate Action and Adaptation Plan (the Plan), adopted in October 2021. The Committee continues its work following adoption of the Plan. The following bylaws govern CAC activities.

ARTICLE II – Mission and Core Values; Activity

Purpose. The purpose of the CAC is to assist the City in implementing the climate related goals and policies of the Plan by soliciting and communicating community input, especially the voices of underrepresented people.

Core Values. The Core Values of the Committee are:

Transparency – Maintaining awareness and open communication regarding the CAC’s funding sources and obligations.

Holding hard conversations – Supporting honest dialogue among all viewpoints.

Family – Supporting individual families and community connection as a basis for navigating the climate crisis.

Inclusivity and Climate Equity – Amplifying underrepresented voices.

Community Education – Educating the community about the climate crisis and responses, including Indigenous environmental knowledge.

Life Experience – Valuing lived experience and informal education as equally or more important than formal education.

Activities. The CAC will undertake the following tasks as expeditiously as CAC and City resources allow:

- Participate in convenings as needed to provide more in-depth community engagement than offered by surveys.
- Provide advice and/or recommendations to the city council or city staff, as appropriate, related to climate actions and adaptation projects.
- Track the impact of community advice on climate actions taken by the City and the effect of those actions within the community, including the extent to which community advice is followed.
- Provide education and outreach to the public regarding climate change and the work of the committee and the City relating to climate change.

ARTICLE III – CAC Members and Officers

Number and Terms of CAC Members – The CAC shall consist of between 5 and 12 persons who shall be elected by the CAC on an annual basis for one-year or two-year terms, at the choice of the member. There shall be no term limits.

City Liaison – The City shall appoint one or two employees as Liaison, who shall be responsible for coordinating communication between the CAC and the City. The City Liaison(s) shall sit on the CAC as an *ex officio* member.

Ad Hoc CAC Members and Subcommittees– The CAC may establish policies and procedures to ensure that voices of persons that do not have the ability to participate as full members, such as migrant workers and others, can be given equal power. This may include forming ad hoc or standing circles of people (i.e. subcommittees) with enumerated powers, officers, and voice within the CAC.

CAC Composition Goals – The CAC shall endeavor to gain broad geographical and demographic representation of the Watsonville community, with a particular emphasis on underrepresented persons, including migrants, farm workers, and Indigenous persons. The CAC may reserve dedicated seats on the Committee for persons representing underrepresented constituencies, such as: two seats for farm workers (or persons representing the voice of farm workers); two seats for Indigenous persons who represent the traditional homelands of Watsonville (Ohlone and Amah Mutsun).

Removal of Members – CAC members may resign at any time. The CAC may remove a member by majority vote at any time, with or without cause. Prior to any vote for removal, the member in question shall be given an opportunity to resign. CAC members agree, at a minimum, to attend CAC meetings. Any CAC member who misses half or more regularly scheduled CAC meetings in a year shall consider resigning.

Officers – There shall be two Co-Chairs, a Treasurer (optional) and a Secretary, elected by the CAC on an annual basis at the first meeting of the calendar year. Officers may be appointed on an interim

basis, an ad hoc basis (such as for a single meeting or series of meetings), or for full one- or two-year terms.

Co-Chairs shall be responsible for preparing meeting agendas (in cooperation with the City Liaison) and facilitating meetings. The Co-Chairs shall be trained (or commit to training) in peacemaking facilitation process and shall provide leadership. Leadership in the CAC means distributing power among the community and ensuring that all voices are heard. Unless serving on an interim or ad hoc basis, co-chairs shall serve alternating two-year terms.

Treasurer shall be responsible for considering funding opportunities and other resources, creating transparency and dialogue around power dynamics relating to resources. Until such time as the CAC has funding, the role of Treasurer shall be optional.

Secretary shall be responsible for taking meeting minutes and maintaining the books and records of the CAC.

Additional officers may be appointed as needed, with such duties and powers as the CAC may designate.

ARTICLE IV – Meetings

General – The CAC shall meet as necessary. Generally, the CAC shall establish a regular meeting schedule and announce the specific day and time each month that the committee will conduct its regular meeting(s), which is currently every other month for 90 minutes from 6:30-8:00 pm. Meetings shall be offered in a hybrid format in-person and include remote participation options. A majority of the members then serving on the committee shall constitute a quorum. For meetings consisting of a majority of the then serving members, the CAC shall keep a record of its meeting minutes. Minutes of each meeting, including a record of attendance, shall be prepared by the secretary and approved at a subsequent meeting. The minutes do not need to reflect the actual discussion, but only the formal actions taken by the committee.

Field Meetings – Subject to available resources, the CAC shall conduct field meetings in the community in order to solicit input and garner participation from underrepresented constituents. A quorum of members need not be present for a field meeting, and any action decided or taken at a field meeting may be ratified at a subsequent meeting of the CAC and shall become the official action of the CAC.

Meeting Process – The Co-Chairs shall facilitate meetings using a process which gives all members opportunity to be heard, such as a collaborative circle process (peacemaking process). The CAC may employ any decision-making process it desires, as long as it is clear for the record when a matter is up for decision, what the official CAC action is on the matter, and the manner of adoption (i.e. consensus or vote). Decision process shall have the goal of achieving consensus if possible and practicable. If

there is dispute regarding a matter for decision, then the CAC shall pause and consider tabling the matter for further inquiry and discussion. The CAC may choose to proceed to a vote, in which case any matter may be adopted by majority vote of disinterested members. The CAC may make decisions outside of a meeting if all members unanimously consent to the decision in writing, including email.

ARTICLE V – Peacemaking

The Indigenous peacemaking model offers an effective alternative to the adversarial processes and communication pathways that are commonly used in our political systems. In peacemaking, all of the persons affected by an issue have the opportunity to speak and participate in creating solutions. Peacemaking is collaborative, and the image is that everyone involved is in a circle. This is in contrast to the competitive nature of adversarial models, where the image is of the participants facing each other across a table. The CAC is committed to the principles of peacemaking in all its activities, including: internal communication within the CAC; external communications with the community; communication with the City; facilitating dialogue between the community and the City; decision-making; and conflict resolution.

In the event of a conflict or dispute, we commit to:

- acknowledging conflict inwardly and caring for ourselves—making sure we are safe, caring for our own nervous system, giving the inner space it takes to see clearly as much as possible
- acknowledging conflict outwardly—naming it with the others involved (if we are able and we feel safe to do so), and/or bringing to another trusted person from the community so that it we can get some help in addressing it
- bring in our core values—this is where the rubber hits the road with our core values; contemplate them and apply them
- do our best to talk it out with the people involved.

If this does not work, then we will move to an internal peacemaking process. This means we would speak to one of the Co-Chairs, who will speak with those involved and facilitate an informal process to try and resolve the issue. If that does not work, then (subject to resources) the CAC may engage a third-party Peacemaker who is fully trained and skilled in the methods of a traditional Peacemaking process, who will then facilitate a formal Peacemaking.

ARTICLE VI – Amendments

The CAC may amend these Agreements at any time at a duly noticed meeting at which a quorum is present.

**Climate Action and Adaptation Plan Community Advisory Committee
City of Watsonville, California**

Agreements of the Committee Members

On April 9, 2025, at a regularly scheduled meeting of the Climate Action and Adaptation Community Advisory Committee of the City of Watsonville, California (the “Committee”), the following agreements were officially updated for the purpose of establishing the Committee’s membership and procedures going forward.

AGREED: The following persons are currently seated as Members of the Committee:

- Christine Catanzaro
- Daniela Hernandez
- Yesenia Jimenez
- Alma Leonor-Sanchez
- Karina Moreno
- Maria Perez
- Leonardo Cruz (City of Watsonville Representative)
- Toto Vu-Duc (City of Watsonville Representative)

AGREED: The following persons have accepted interim positions as officers of the Committee, effective through the December meeting:

Co-chair: Karina Moreno
Co-chair: Yesenia Jimenez
Secretary: (Vacant)

AGREED: The Committee hereby adopts the Agreements of the Climate Action and Adaptation Community Advisory Committee of the City of Watsonville, California, attached hereto.

Co-Chairs’ Certifications:

We certify that the foregoing resolution was duly adopted by the Committee at a properly noticed open meeting held on April 9, 2025, at which a quorum was present.

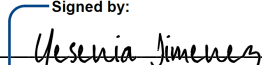
4/14/2025 | 11:34 PM PDT

Date

Signed by: 
Karina Moreno, Committee Co-Chair

4/16/2025 | 2:58 PM PDT

Date

Signed by: 
Yesenia Jimenez, Committee Co-Chair