

CLIMATE CHANGE COMMISSION
CITY AND COUNTY OF HONOLULU

650 SOUTH KING STREET, 11TH FLOOR • HONOLULU, HAWAII 96813
PHONE: (808) 768-2277 • EMAIL: ccc@honolulu.gov • INTERNET: www.resilientoahu.org



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BD+C, LFA

January 28, 2022

The Honorable Tommy Waters
Chair and Presiding Officer
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawai'i 96813

Dear Chair Waters and Councilmembers:

SUBJECT: Reports from Boards or Commissions for the Periodic Review by
the City Council – Climate Change Commission

In accordance with the periodic review schedule for boards and commissions established by Section 3-15, Revised Ordinances of Honolulu, 1990, as amended, the Honolulu Climate Change Commission ("Commission") offers the following report:

Statement of Purpose:

In accordance with the Honolulu City Charter ("Charter") and Ordinance 20-47, the purpose of the Commission is to gather the latest science and information on climate change effects in the City and County of Honolulu ("City") and provide advice as is deemed appropriate to the Executive Director of the Office of Climate Change, Sustainability and Resiliency ("CCSR"), the Mayor, the City Council, and City departments and agencies.

Summary of Accomplishments:

Although only required to meet four times a year (per Ordinance 20-47), the Commission has held 38 public meetings since its first meeting in February 2018. The Commission has also produced and adopted seven guidance documents that evaluate climate change impacts and adaptation and mitigation strategies for more informed decision-making at the City including:

The Honorable Tommy Waters
Chair and Presiding Officer
and Members
January 28, 2022
Page 2

- Climate Change Brief (2018)
- Sea Level Rise Guidance (2018)
- Shoreline Setback Guidance (2019)
- One Water for Climate Resiliency (2020)
- Climate Change & Financial Risk (2020)
- Climate Change & Social Equity (2020)
- Social Cost of Carbon (2021)

All adopted guidance documents are published online on the Commission's webpage at <https://resilientoahu.org/climate-change-commission/#guidance>.

The findings and recommendations put forth by the Commission in its Climate Change Brief and Sea Level Rise Guidance documents directly informed the development and adoption of Mayoral Directive 18-2, which requires City departments and agencies to consider how sea level rise and associated climate change risks will impact the City and to use the brief and guidance in their plans, programs, and capital improvement decisions. Additionally, recommendations in the Commission's One Water for Climate Resiliency white paper informed the City's One Water policy established via Ordinance 20-47 in December 2020.

The Commission has submitted testimony on five bills before the Honolulu City Council including:

- Bill 4 (2019) relating to shared mobility device parking spaces on City property
- Bill 25 (2019), now Ordinance 20-10, relating to adoption of the State Energy Conservation Code
- Bill 2 (2020), now Ordinance 20-41, relating to off-street parking and loading
- Bill 65 (2020), now Ordinance 20-47, relating to the Office of Climate Change, Sustainability and Resiliency
- Bill 48 (2021), relating to Underground Storage Tanks

Factors for Achieving Success:

Holding regular Commission meetings above the number of required meetings has been a consistent contributor to the success of the Commission in the quality of meeting discussions and the production of guidance documents. The Commission also often invites subject matter experts, including City leadership and agency directors, to offer focused presentations and discussions on various topics to better inform the Commission's work and guidance. Additionally, every meeting has a standing agenda item requesting updates from the CCSR Executive Director.

The Commission has put into practice the facilitation of stakeholder engagement sessions to seek broader input from sector experts and community in the development of guidance documents. In the development of the Climate Change & Social Equity guidance document, Commission members met with community-based organizations representing frontline communities—defined as a group that is geographically, physically, socially, or economically at-risk due to climate change impacts—who shared their experiences and perspectives regarding climate change impacts and policies in the communities they serve. The Commission, in addition to a stakeholder survey and Commission meetings, similarly met with a focus group of construction, building, and housing industry stakeholders in the development of a still draft Climate Change & the Construction Industry guidance document.

Overall, the unique climate change expertise of each Commission member and their commitment to envisioning a climate resilient future for O‘ahu both within and outside of their duties on the Commission provides a critical foundation for which to achieve success in its charge.

Measures for Transparency:

The Commission has taken the following measures to ensure transparency in its meetings, communications, and administration:

- The Commission uses a public email address (ccc@honolulu.gov) to receive and respond to public communications and testimony.
- The Commission publishes its meeting agendas, detailed meeting minutes, guidance documents, and other information in a timely manner on an accessible webpage at www.resilientoahu.org/climate-change-commission.
- During meetings, the Commission provides the opportunity for the public to provide testimony after each agenda item.
- Since the start of the COVID-19 pandemic, the Commission has held virtual meetings via interactive conference technology (ICT), which allows for broader community access to meetings island-wide.
- Both prior to the COVID-19 pandemic and since, the Commission streams its meetings live on the CCSR Facebook page and provides a link to the video of the meeting on its webpage following the meeting.
- The Commission develops its guidance documents in open and public meetings, often hosting working session meetings to draft and edit documents together.

Additionally, the Commission is developing plans to host multi-site ICT meetings at various locations around the island to provide in-person meeting locations in

communities that have typically lacked access to previous in-person meetings hosted in the urban core.

Measures for Responsiveness:

The Commission has established the following practices to ensure responsiveness to the public and City leadership:

- As attached for administrative support, CCSR regularly monitors the Commission's email inbox to provide timely updates to the Commission and/or responses to public comments, questions, or testimony as appropriate.
- Upon adoption by the Commission of guidance documents, the Commission writes memos to transmit the documents to the City Administration and City Council in a timely fashion.
- With regard to responsiveness to public comments, each Commission meeting includes an agenda item for public matters not on the agenda to provide communications and responsiveness to all public comments at hand, regardless of the meeting's topic.

Annual Costs of Operation:

The Commission's functions use approximately \$400 a year. The use of funds includes, approximately: \$110 for technical equipment for public meetings and marketing services to manage mailing lists to viewers, and the remaining \$290 consist of office supplies for the Commission (e.g., nameplate for new Commissioners, printing supplies, etc.).

As described above with regards to transparency, the Commission foresees future meetings in the community, and thus anticipated expenses for possible rental fees for venues, charges for use of CCSR WiFi hotspots to broadcast meetings, and an increase in office supplies for printing purposes.

Recommendation on Establishment Provisions:

The Commission recommends the Charter and ordinance provisions establishing the Commission should be retained without change. The establishment of the Commission of "five members with expertise in climate change in Hawaii" has served well in these first few years and can be reevaluated at a subsequent periodic review.

The Honorable Tommy Waters
Chair and Presiding Officer
and Members
January 28, 2022
Page 5

Recommendation on Commission Modifications:

The Commission recognizes the critical role that science and scientists and other experts play in developing knowledge and tools to assist decision makers in understanding, evaluating, and preparing for human, environmental, and economic climate change impacts. As such, the Commission believes its current number and required qualifications of members is sufficient for the Commission to serve its purpose and makes no recommendations on modifications or revisions.

Should you have any questions, please feel free to contact the Climate Change Commission at ccc@honolulu.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chip Fletcher', with a stylized flourish at the end.

Charles "Chip" Fletcher, Ph.D.
Chair

cc: Climate Change Commission Members
Courtney Sue-Ako, Deputy Corporation Counsel