

Resiliency Guidebook

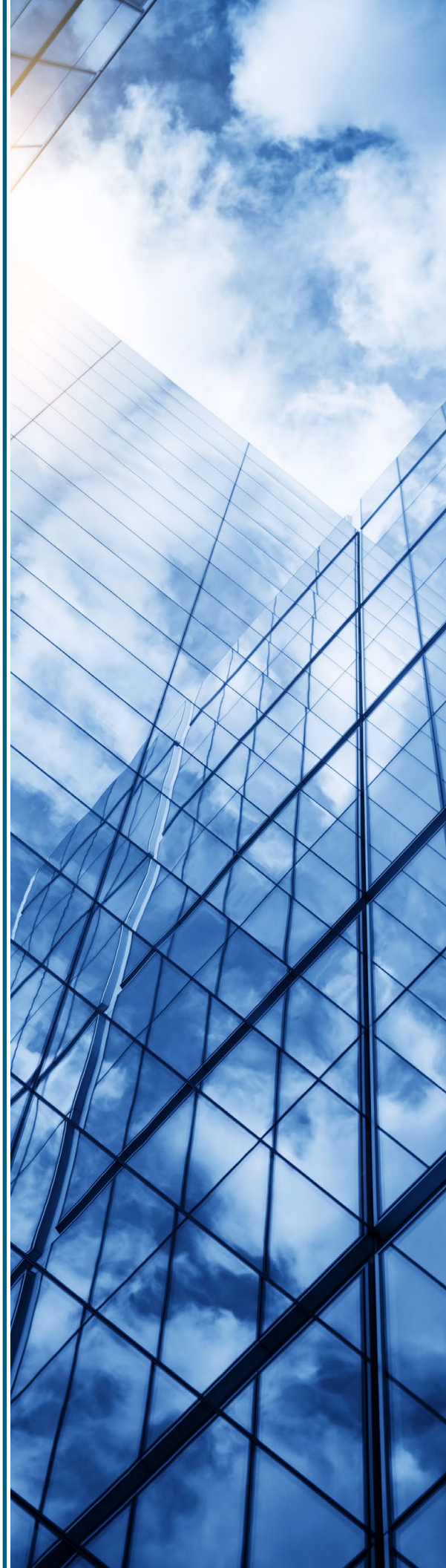
Example Partnering Agreement

Executive Order B-30-15 directed State agencies to integrate climate change into all planning and investment, including accounting for current and future climate conditions in infrastructure investment. OPR was directed to convene a Technical Advisory Group to develop guidance to support implementation of the Executive Order.

The Technical Advisory Group (TAG) included members from nearly every State agency, local and regional governments, non-governmental and community-based organizations, and the private sector. The TAG produced a guidance document called "[Planning and Investing for a Resilient California: A Guidebook for State Agencies](#)." This document provides high-level guidance on what future conditions to plan for and how State agencies should approach planning differently in light of a changing climate. The Executive Order also mandated that because "climate change will disproportionately affect the state's most vulnerable people", all "State agencies' planning and investments shall...protect the state's most vulnerable populations". This was the first mandate in the United States requiring all state agencies to plan for climate change and to protect vulnerable people while doing so.

Robust, genuine community engagement in significant decisions is core to protecting people facing climate vulnerability.

The following document from the West Oakland Toxic Reduction Collaborative and EPA Region 9 is an example of a formal agreement used to define collaboration between an agency and a community, to clarify roles, responsibilities, and expectations for the mutual benefit of the parties. Implementing such collaboration agreements is a best practice for community engagement in government decisions.



Partnering Agreement

West Oakland Toxic Reduction Collaborative

I. Background

The community of West Oakland has embarked on a steady course of revitalization aimed at sustainable development and public health. Since the Loma Prieta earthquake in 1989, the community, the City, agencies and other parties have produced comprehensive redevelopment plans, assessments and initiatives to support these goals. During the 1990's the U.S.

Environmental Protection Agency's Region 9 office implemented an environmental justice pilot project in West Oakland. . More recently, in 2002 a community-driven initiative resulted in the report, "Neighborhood Knowledge for Change", issued by the West Oakland Environmental

Indicator Project (EIP), putting forward 17 indicators of community health. The EIP Committee has continued since that time, pursuing and expanding upon the strategies identified in the Report. Since 2002 EPA's Region 9 office has provided support to the EIP Committee and the Pacific Institute in developing a strategy to address the impacts of diesel emissions. All of these developments point to the need for a broad collaborative multi-stakeholder approach to address the environmental and community health problems facing West Oakland.

II. The West Oakland Toxic Reduction Collaborative (*also referred to as the "Collaborative"*)

The Collaborative functions as a broad range of organizations bringing to bear respective resources to address the environmental and community health issues affecting West Oakland.

The Collaborative includes representatives of the community (e.g. residents), community-based organizations or groups, faith based groups, neighborhood associations, school/academia based groups, non-profit environmental organizations, labor, youth, local agencies, state agencies, federal agencies, and business/industry. Members of the Collaborative are referred to as "Partners". The Collaborative will be coordinated by co-leads :- the U.S. Environmental Protection Agency, Region 9 serves as the federal lead for the Collaborative and the Environmental Indicators Project Committee serves as the local community lead.

III. Goal statement

It is the goal of the Collaborative to identify, mobilize and coordinate federal, state, local and community resources to improve air quality and community health. The project

partners agree that their efforts should be action oriented, voluntary and focused on solving problems to reduce the exposure to and effects of diesel and other toxic pollutants in West Oakland.

IV. Goals:

1. Reduce exposure from toxic air emissions and diesel pollution from stationary and mobile sources.
2. Reduce incompatible land uses to promote a safe, healthy and sustainable community.
3. Improve indoor air quality to West. Oakland residents.
4. Reduce proximity and impact of diesel truck traffic to West Oakland residents.
5. Strengthen and improve relationships and coordination between public agencies, and with the community.
6. Ensure timely and effective response to environmental violations in West Oakland, including both public and private violation.
7. Build community capacity and education towards community-based leadership.

V. Roles of Co-leads

To achieve the goals of the Collaborative, the Co-leads ‘will (1) develop the agendas, issues notices for meetings of the full collaborative, (2) prepare meeting summaries, (3) comply with evaluation and reporting requirements associated with the collaborative, (4) coordinate funding requests, and (5) be responsible for external communications regarding the work of the Collaborative.

VI. Role of the Steering Committee

The role of the Steering Committee is to advise and provide direction to the project and the

workgroups, and to ensure the goals of the Collaborative are being met. The Collaborative will identify “Workgroups” (as described in section VII, below) to advance the goals of the Collaborative. The co-chairs of each Workgroup and the co-leads of the Collaborative, will constitute the make-up of the Steering Committee. One of the co-chairs of each work group will be a representative of the West Oakland community.

VII. Roles of Partners

To achieve the goals of the collaborative, Partners are expected to:

- » Share data and information about their own mission and activities in order to assist each other: and the Collaborative as a whole in meeting its goals.
- » Keep each other informed of actions, litigation, and legislation/regulation that may contribute to or detract from the goals.

- » Coordinate activities that have the potential to complement or conflict with each other.
- » Identify existing and additional resources that could be applied to the goals, and assist each other in obtaining or utilizing those resources (e.g. in-kind support, administrative support, technical assistance, meeting space, etc.).
- » Identify and participate in joint activities that could benefit the goals.
- » Identify obstacles to achieving the goals and develop solutions to overcome them.
- » Think creatively about how the Partners can work collaboratively to make a difference in the health and well being of the West Oakland community.
- » Respect each other's individual roles and contributions and any limitations a Partner may have with regard to resources.
- » Resolve any conflicts in a positive, swift and constructive manner.
- » Share relevant information to the Partnership related to West Oakland

VIII. Workgroups

The work of the Collaborative will be distributed among several workgroups, which will report back periodically to the full Collaborative. The workgroups will be identified by the Collaborative. The workgroups will craft and implement their work consistent with the goals of the Collaborative (see section III), and will develop a workplan consistent with the goals of the Collaborative. The Collaborative will identify co-chairs (2) for each workgroup. One co-chair shall be a representative of the West Oakland community. The Collaborative will establish workgroups to address the initial set of issues: (1) Truck Traffic Management; (2) Truck idling; (3) Truck incentives; (4) Off -road sources; (5) Healthy Homes and Indoor Air; (6) Fuels and technologies issues; and (7) Interagency issues and coordination. These issues may be expanded or revised by agreement of the Collaborative. Workgroups may include non-Partners.

IX. Facilitation

Meetings of the full Collaborative will be facilitated. Facilitation of work groups will be decided by the members of those work groups.

X. Duration

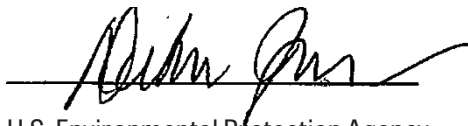
Initial commitments by Partners will be for one year with the expectation that the project is likely to require two years for achievement of substantial progress. The co-chairs and/or the Steering Committee will periodically survey the Partners - initially semiannually - on the functioning of the Collaborative and will report on the results of the surveys at regular meetings of the full Collaborative.

XI. Decision-making and Conflict Resolution

In the course of the project, disagreements will inevitably arise. The Partners agree to work in a collaborative fashion and to strive for consensus on the issues before the Collaborative. If consensus cannot be reached, the Partners agree to use mediation to attempt to reach a resolution within one-month of when the issue arises. Further, the Partners agree they will attempt to resolve disagreements expeditiously and constructively. In the event of an impasse, the co-leads shall be the final decision-makers on matters pertaining to the Collaborative, carefully weighing the consequences of any decision where there is a lack of consensus. If the co-leads cannot agree, then the action in question will not proceed. In any event, individual Partners cannot be compelled to participate in any action to which they do not agree. Individual Partners may also abstain from participation in a decision when they believe it would be inappropriate for them to participate in that decision.

In the spirit of collaboration and collective problem-solving, the Partners agree to the statements outlined in this agreement and to resolve to work together to demonstrate how agencies, communities and other stakeholders working in concert can achieve meaningful improvements in environmental protection and public health for communities such as West Oakland.

Signed by:



U.S. Environmental Protection Agency
Region 9

WestOakland
Environmental Indicators Project Committee

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[correction 3/3/05]