

**DRAFT MINUTES**  
**Citizens' Advisory Committee (CAC)**  
**Meeting 24-01**  
**January 22, 2024**

Board Room of the Open Space Authority Administrative Office  
33 Las Colinas Lane, San José, CA 95119



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## **DRAFT MINUTES**

### **CALL TO ORDER / ROLL CALL**

Chair Loren Lewis called the meeting of the Santa Clara Valley Open Space Authority Citizens' Advisory Committee to order at 7:00 pm in person and via Zoom teleconference.

**Members Present** Clerk of the Board Caroline Hernandez performed Roll Call: Erin Gil, Alyson Falwell, Loren Lewis, Raj Bhanot, Justin Fields, Dan Kenney, Kathy Sutherland, Steve Mink, and Edward Von Runnen were present for roll call. Robert Sippel and Lani Wong- Basset arrived after Approval of Minutes.

**Members Absent** Frank Cancilla, Raymond Mueller, Mera Burton

**Staff Present** Board Member Liaison Garnetta Annable  
General Manager Andrea Mackenzie  
Assistant General Manager Lea Rauscher  
Natural Resources Manager Aaron Hébert  
External Affairs Manager Marc Landgraf  
Grants Program Manager Megan Dreger  
Human Resources Officer Elizabeth Loretto  
Educational Program Coordinator Michelle Garcia  
Volunteer Program Coordinator Katheryn Hill

Clerk of the Board Caroline Hernandez

### **PUBLIC COMMENTS**

Chair Loren Lewis asked if there were any members of the public who wished to comment on any item not on the agenda. There were none.

### **APPROVAL OF MINUTES**

- November 27, 2023

Loren Lewis called for a motion. Justin Fields moved to approve the minutes of November 27, 2023. Dan Kenney seconded the motion.

The motion passed.

(**Vote:** 6-0-3. **Ayes:** Alyson Falwell, Loren Lewis, Raj Bhanot, Justin Fields, Dan Kenney, Edward Von Runnen. **Noes:** None. **Abstention:** Erin Gil, Kathy Sutherland, Steve Mink.)

## **OPENING REPORT (CAC Chairperson) (5 mins)**

Loren Lewis presented the item.

## **COMMITTEE BUSINESS**

### **1 Election of Officers: Chairperson and Vice Chairperson for 2024**

Loren Lewis opened the floor to nominations.

Loren Lewis nominated Justin Fields as Chairperson for 2024. Steve Mink seconded the motion.

Loren Lewis closed the floor to nominations.

The motion passed.

**(Vote: 11-0-0. Ayes:** Erin Gil, Robert Sippel, Alyson Falwell, Loren Lewis, Raj Bhanot, Justin Fields, Dan Kenney, Kathy Sutherland, Steve Mink, Lani Wong-Bassett, Edward Von Runnen. **Noes:** None. **Abstention:** None.)

Justin Fields opened the floor to nominations.

Kathy Sutherland nominated Steve Mink as Vice Chairperson for 2024. Loren Lewis seconded the motion.

Justin Fields closed the floor to nominations.

The motion passed.

**(Vote: 11-0-0. Ayes:** Erin Gil, Robert Sippel, Alyson Falwell, Loren Lewis, Raj Bhanot, Justin Fields, Dan Kenney, Kathy Sutherland, Steve Mink, Lani Wong-Bassett, Edward Von Runnen. **Noes:** None. **Abstention:** None.)

### **2 Education Program Accomplishments and 2024 Look Ahead**

Educational Programs Coordinator Michelle Garcia presented the item.

### **3 2023 Volunteer Program Year in Review and 2024 Opportunities**

Volunteer Programs Coordinator Kat Hill presented the item.

### **4 Presentation of 2024 Legislative and Funding Priorities**

External Affairs Manager and Grants Program Manager Megan Dreger presented the item.

### **5 Discussion on Open Space Authority Niche and Role in Regional Conservation**

Natural Resources Manager Aaron Hébert presented the item.

### **6 Discussion on the Meeting Start Time for the Citizens' Advisory Committee**

Clerk of the Board Caroline Hernandez presented the item.

Justin Fields called for a motion. Edward Von Runnen moved to have the start time of the CAC start at 5:30 pm for the March meeting to be reevaluated after the meeting. Robert Sippel seconded the motion.

The motion passed.

(**Vote:** 9-1-1. **Ayes:** Erin Gil, Robert Sippel, Alyson Falwell, Loren Lewis, Raj Bhanot, Justin Fields, Kathy Sutherland, Lani Wong-Bassett, Edward Von Runnen. **Noes:** Dan Kenney. **Abstention:** Steve Mink.)

#### **INFORMATIONAL REPORTS**

- Board Liaison - Presented
- General Manager / Staff - Presented
- Committee Members - Presented
- Subcommittee Reports, if any – Presented

#### **ADJOURNMENT**

Justin Fields adjourned the meeting at 8:54 pm.

Respectfully submitted by Caroline Hernandez  
Clerk of the Board