

**Board or Commission Name:** Environmental Sustainability Board

**Date Prepared:** 11/17/25

**Date Approved by Council:**

**Prepared By:** Angelica Gurule

**Purpose:**

The purpose of the work plan is to provide a detailed outline of tasks, activities, timelines, and resources required by this Board or Commission to achieve its annual goals. The purpose of most boards is to gather public input, to review policy recommendations by staff when requested, and to make policy recommendations to the County Council.

**Process Timeline:**

November: County Council Strategic Planning

December: Boards and Commissions review and develop work plans (sole item on December agenda)

January: Finalize and submit work plans for Council review.

Due Date: January 31

**Time Frame:** This work plan will be accomplished in the following time frame:

January 1, 2026, through December 31, 2026

**Members:** List members, term start and end dates, and term number.

Member	Start/End Dates	Term (1st or 2nd)
Joseph Chandler	August 1, 2025 - July 31, 2027	2nd
Shannon Blair	August 1, 2025 – July 31, 2027	2nd
Sue Barns	August 1, 2024 - July 31, 2026	1st
Vacant		
Erik Loechell	August 1, 2025 – July 31, 2027	1st
David Hampton	August 1, 2025 – July 31, 2027	1st
Vacant		

**Chairperson:** Shannon Blair

**Department Director:** Linda Matteson

**Work plan developed in collaboration with Department Director? (Y/N)**

**Staff Liaison:** Angelica Gurule

**Administrative Support:** Jackie Salazar

**Council Liaison:** Ryn Herrmann

**Work plan reviewed by Council Liaison? (Y/N)**

## 1.0 Previous Calendar Year Work Plan Highlights

### 1.1 List the top five activities for the previous calendar year.

1.1.1

Supported and participated in the PEEC and County Earth Day Festivals

1.1.2

Collaborated with DPU on electrification and energy efficiency outreach and participated in the DPU/PEEC Water Festival

1.1.3

Supported and participated in the annual Clean Up Los Alamos Day

1.1.4

Supported and participated in High School Eco Club Summit

1.1.5

Hosted many booths and outreach activities at Farmers Markets, festivals and other County events to bring awareness to the Climate Action Plan and other sustainability issues

### 1.2 List the top five accomplishments for the previous calendar year.

1.2.1

Supported the implementation of the Climate Action Plan and the 2050 carbon neutral goal and other sustainability issues through outreach/education activities, receiving reports and reviewing progress on goals, and providing information to Sustainability Manager, County Council and other Boards and entities.

1.2.2

Served on the Steering Committee and contributed to the selection of the Climate Action Marketing and Engagement Services provider. Initiated collaboration with the chosen firm.

1.2.3

Served on the Steering Committee and contributed to the development of the Fleet Conversion Plan and Community-Wide EV Charging Plans. The ESB also routinely received updates on the plans, and supported outreach, survey and community visioning meetings.

1.2.4

Evaluated single use plastic bags to include factors such as ability to recycle and other alternatives and cost to County to recycle and engagement to include local businesses and other interested parties. Presented findings to ESB and Council.

1.2.5	Reviewed, discussed and provided input on other County issues as they pertain to sustainability, including Artificial Turf Study, Bicycle Working Group Study, LAC Energy Management proposal and Net Zero Airport program, Water and Energy Conservation Plan updates and Green Business Certification program.
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1.3 List the lessons learned for the previous calendar year.

1.3.1	Engage the community as broadly and effectively as possible, to help ensure that community input is representative of all demographic groups. Strive to connect with marginalized groups and individuals outside the sustainability field to ensure everyone's perspectives are considered, not just those who already support environmental
1.3.2	In collaboration with County Council, establish clear objectives, scope, and next steps for projects, studies, or research presented to Council, ensuring the Environmental Sustainability Board has a well-defined path forward and clearly articulated scope.
1.3.3	Public Information Involvement Plans (PIIPs) should clearly articulate the roles and responsibilities of community partners, specify the timing and phases of their involvement, and outline how and when engagement will occur throughout the project timeline.
1.3.4	Leverage the Sustainability Manager's quarterly updates to Council more consistently for Council-led initiatives to maintain alignment with expectations, track progress, and provide regular opportunities for questions and clarification as issues arise.
1.3.5	When asked for input, the Environmental Sustainability Board will proactively provide clear, recommendations to better guide decision-makers and advance sustainability efforts.

## 2.0 Calendar Year 2026 Work Plan

2.1 List any special projects or assignments given to this Board/Commission by Council or the Department Director.

2.1.1	Support the Food Composting Program and Food Waste Prevention Education
2.1.2	Support Climate Action Plan Implementation for year two and ongoing recommendations including encouraging energy efficiency and electrification retrofits; promoting EV adoption; adopting green building standards; developing a commute trip reduction program (County facilities and operations); expanding community partnerships; conducting a vulnerability assessment; engaging in public climate education campaigns; supporting the local food system; conducting recycling and composting outreach and education; promoting green stormwater infrastructure and low-impact development; developing an EV infrastructure plan; expanding mixed-use, transit-oriented development policies.

2.1.3	Receive updates and provide input on climate action education and outreach program from marketing contractor and County staff. Support activities of this program as requested
2.1.4	Receive updates as needed on the implementation of the Fleet Conversion and Community-Wide EV Charging Plan
2.1.5	At Council's discretion, continue to evaluate single use plastic bags to include factors such as ability to recycle and other alternatives and cost to County to recycle and engagement to include local businesses and other interested parties

2.2 List other projects and/or activities being proposed by this Board/Commission, in priority order.

2.2.1	Support the solicitation of a qualified contractor to provide energy audit services of 50-100 homes. Specific tasks include Contributing to the development of the scope of work, select a board member to serve on the evaluation committee and steering committee, and educate the community on these services. Collaborate with Board of Public Utilities as applicable.
2.2.2	Request and receive updates on County sustainability initiatives as appropriate, including Integrated Pest Management Plan, Bio-Solid composting, recycling, yard trimming, artificial turf, open space management, 2026 Comprehensive Plan, Bee City, Bicycle Working Group, Water and Energy Conservation Plan, MS4, Green Los Alamos Program, etc
2.2.3	
2.2.4	At the Boards and Commission luncheon provide relevant CAP presentation overview and highlight actions that are relevant to other Boards, such as BPU, Transportation, Parks and Recreation, and Planning and Zoning
2.2.5	Revisit the 2026 ESB Work Plan on a quarterly basis.

2.3 List the guiding documents or plans used by this Board/Commission.

2.3.1

Climate Action Plan  
Council Strategic Leadership Plan  
Water and Energy Conservation Plan  
Fleet Conversion and Community Wide EV Charging Plan

3.0 Identify interfaces with County departments and/or other Boards/Commissions that are necessary to achieve this work plan.

3.1

Collaborate with local businesses and organizations such as Chamber of Commerce, PEEC, LAPS, UNM-LA. Encourage County staff to liaison with LANL, DOE and DOT

3.2

Partner with DPU to promote energy efficiency, water conservation and monitor the existing biosolid composting operation.

3.3

Provide liaisons to BPU, PRB, Transportation Board and other Boards as appropriate.

3.4

Collaborate with Environmental Services Division to provide education and outreach on waste Prevention and management, and participation in municipal food composting program, and implementation of Zero Waste Strategy from CAP.

3.5

4.0 List any special events this Board/Commission plans to participate in that will support this work plan.

4.1

Participate in annual Clean Up Los Alamos Day

4.2	Participate in PEEC Earth Day Festival and host an Earth Day celebration for County employees
4.3	Participate in PEEC and DPU Water Festival
4.4	Participate in community events such as Science Festival, Summer Concert Series and Farmer's Market, Bear Festival.
4.5	Engage with climate action marketing and engagement team to support community events and activities as proposed. Host public outreach events, talks, hybrid seminars, panel discussions, etc., to educate on CAP initiatives and other ESB priority topics.

**5.0 List active Working Groups within this Board/Commission, if any, along with the purpose and member names of each one.**

5.1	Los Alamos Sustainability Alliance - Ongoing - Up to 3 ESB members, currently Sue Barns and Angelica Gurule - The purpose is to support sustainability initiatives with the County and other community organizations, such as PEEC, Bee City, Seed Library, Department of Public Utilities and Environmental Services Division.
5.2	Climate Action Marketing and Engagement steering committee – The purpose is to provide climate action outreach and education to the community in support of CAP goals. Susan Barns and Angelica Gurule.
5.3	Fleet Conversion and Community-Wide EV Charging Plans steering committee - The purpose is to plan for electrification of the County vehicle fleet, as well as EV charging infrastructure for community members. Susan Barns and Angelica Gurule.
5.4	Plastic Bag Working Group The purpose is to evaluate single use plastic bags to include factors such as ability to recycle and other alternatives and cost to County to recycle and engagement to include local businesses and other interested parties. Shannon Blair, Joseph Chandler and Erik Loechell.
5.5	

## Attachment A

*Place an X in the column on the right if the Council priority is related to the work of the Board or Commission:*

<b>Quality Governance</b>	
Quality governance is participatory, consensus-oriented, transparent, accountable, effective, efficient, and responsive to the present and future needs of stakeholders.	
Communication and Engagement	
Inform, educate, and solicit feedback from the community and boards and commissions on County projects, policies, and priorities to promote a culture of open communication and collaboration and foster exceptional customer service.	X
Intergovernmental, Tribal, and Regional Relations	
Collaborate and problem-solve with the County's major employers; community partner organizations; neighboring Pueblos; and regional, state, and national governmental entities.	
Fiscal Stewardship	
Maintain fiscal sustainability, transparency, and compliance with applicable budgetary and financial regulatory standards.	X
<b>Operational Excellence</b>	
Operational excellence involves having structures, processes, standards, and oversight in place to ensure that effective services are efficiently delivered within available resources and that services continuously improve.	
Effective, Efficient, and Reliable Services	
Deliver customer-focused, accessible, reliable, and sustainable services to the community through sound financial management, collaborative decision-making, and efficient implementation.	X
Infrastructure Asset Management	
Evaluate the County's assets and infrastructure and prioritize funding to first maintain and protect those investments and second to inform new investments.	X
Employee Recruitment and Retention	
Attract and employ diverse and highly qualified staff; retain staff through development opportunities, compensation, and benefits; and promote staff to address increasingly complex challenges.	X
<b>Economic Vitality</b>	
Economic vitality encompasses the ability of the community to diversify, develop, grow, and sustain the many elements necessary for a local economy to flourish.	
Housing	
Increase the capacity for new housing development and the amount and variety of housing types to meet the needs of a changing and growing population, particularly middle- and lower-income households.	
Local Business	
Encourage the retention of existing businesses, facilitate the startup of new businesses, and assist in opportunities for growth.	X
Downtown Revitalization	
Revitalize the downtown areas of Los Alamos and White Rock by facilitating development opportunities in accordance with the downtown master plans.	
Tourism and Special Events	
Sponsor special events, support major employer and community events, and promote tourism by enhancing amenities, utilizing facilities and contract services, and encouraging overnight stays.	X
Community Broadband	
Provide community broadband as a basic essential service that will enable reliable high-speed internet services throughout the County at competitive pricing.	

<b>Quality of Life</b> Quality of life is a reflection of general well-being and the degree to which community members are healthy, comfortable, welcomed, included, and able to enjoy the activities of daily living.	
Health, Wellbeing, and Social Services	
Improve access to behavioral, mental, and physical health and social services and amenities to address identified issues and promote wellbeing in the region.	X
Diversity, Equity, and Inclusivity	
Promote diversity, equity, and inclusivity through community awareness training, targeted events, and expanded opportunities for diverse interests.	X
Mobility	
Improve and expand access to, and all-ability accommodations for, alternative modes of travel including public transit, cycling, and walking amenities and services.	X
Educational, Historical, and Cultural Amenities	
Promote educational and cultural opportunities, in coordination with community partners, and provide for the preservation and restoration of historic buildings and the protection of archaeological sites.	X
Open Space, Parks, and Recreation	
Manage County open space and maintain and improve parks and recreation facilities, trails, and amenities as defined by adopted plans and approved projects.	X
Public Safety	
Ensure overall community safety through proactive and sustained implementation of police, fire hazard mitigation, and emergency response plans.	
<b>Environmental Stewardship</b> Environmental stewardship is the responsible use and protection of the natural environment through active participation in conservation efforts and sustainable practices in coordination with community and organizational partners.	
Natural Resource Protection	
Take actions to protect the wildlife and wildland interface, safeguard water, and mitigate tree loss in the community.	X
Greenhouse Gas Reduction	
Establish targets for achieving net-zero greenhouse gas emissions and integrate sustainability and resiliency practices into County policies and operations.	X
Carbon-Neutral Energy Supply	
Achieve carbon neutrality in electrical supply by 2040 through diversified carbon-free electric sourcing and phase out natural gas supply by 2070 through energy-efficient, all-electric buildings.	X
Water Conservation	
Reduce potable water use and increase non-potable water use and water harvesting for irrigation where suitable.	X
Waste Management	
Manage waste responsibly by diversion of solid waste from landfills through recycling, re-use, composting, and waste reduction programs and zero-waste education campaigns; and pursue efficient long-term solutions for disposal of solid waste.	X