

Climate Action SA Memorandum of Understanding

Purpose of Climate Action SA:

The purpose of the Climate Action SA coalition is to coordinate work between advocacy organizations and individuals across the greater San Antonio area in support of climate justice. We will work together to support the creation and implementation of a robust climate action and adaptation plan, developed and implemented with strong community engagement. The coalition is an effort to facilitate transparency, collaboration, and power building of the environmental and social justice communities.

Climate Action SA is Dedicated to the Following Policy Pillars:

- Organize and advocate for rapid reduction in greenhouse gases to net zero across all sectors in the greater San Antonio area.
- Prioritizing mitigation of emissions in disproportionately impacted communities and implementation of climate adaptation strategies in communities most vulnerable to rapid climate change.
- Improve access to the economic and other benefits of climate solutions, especially for disadvantaged communities.
- Educate the public with the latest climate science and best climate solutions.
- Develop strong community engagement in climate planning.
- Support climate action and adaptation policies with the goal of realizing an inclusive, just, and sustainable economy.

Expectations of the Climate Action SA Participating Organizations:

1. Participating organizations and individuals of Climate Action SA must sign onto the established organizational norms.
2. Participating organizations and individuals should strive to participate in Climate Action SA meetings and calls and support the shared work of the coalition through participation in sub-teams and in the work of their organization, as appropriate.
3. Participating organizations are encouraged to engage their membership and staff capacities towards reaching the campaign goals of the coalition, while recognizing differing organizational capacities and independent priorities and goals

Climate Action SA Operating Norms:

1. [Jemez Organizing Principles](http://www.ejnet.org/ej/jemez.pdf): Climate Action SA respects the the Jemez Organizing Principles and commits to conduct its work in accordance with the Jemez Organizing Principles and coordinate with each coalition partner in an equitable and transparent manner. We understand the historical context of inequity and exclusion within our movement and will seek to adhere to these principles. www.ejnet.org/ej/jemez.pdf
2. *Decision-Making*: Climate Action SA participating organizations are free to act independently in this work at any time. However, in an effort to act collaboratively and maximize effectiveness, all participating organizations commit to work within the framework of the Climate Action SA and be part of group decisions whenever possible.
 1. Decisions regarding self-identified Climate Action SA branded work will be made by

consensus whenever possible, and by a three-fourths ($\frac{3}{4}$) vote when consensus cannot be achieved.

2. Each participating organization is allotted one vote.
 3. At least a three fourths ($\frac{3}{4}$) of participating organizations must vote in favor of an action for it to move forward under the Climate Action SA name.
 4. Authorized organization representatives may cast votes in person, by phone, by email, or by proxy.
 5. Meeting agendas will be distributed at least 48 hours in advance. Questions requiring a vote will be clearly noted as action items requiring a vote. Votes cast before the meeting and up to two hours after the meeting will be valid. Votes may be changed at any time during this period.
 6. Questions raised during meetings or between meetings will be distributed via email with a subject line starting with "VOTE" and 48 hours will be allotted for discussion and for authorized organization representatives to vote. Votes may be changed at any time during this period. This option should be used as sparingly as possible.
3. *Responsibilities:* A coordinator, co-coordinator and secretary for the Climate Action SA coalition will be selected by participating organizations. Each will serve a one year term.
1. The coordinator will be responsible for developing meeting agendas, with input from participating members.
 2. The coordinator will be responsible for leading meetings.
 3. The co-coordinator will assume the duties of the chair when he or she is unavailable.
 4. The co-coordinator will be responsible for maintaining a calendar of all events related to Climate Action SA work. (more on events below)
 5. The secretary will be responsible for keeping minutes of the meetings and keeping a record of votes. The approval of the minutes for the most recent agenda will be a standing action item during the subsequent agenda. Draft minutes will be distributed with the agenda listing approval of the minutes as an action item.
4. *Mutual Respect:* Climate Action SA participants are working together to exert maximum influence on the public policy process to advance our agreed policy goals. Those participating in policy decisions and organizing related to Climate Action SA goals should make good-faith attempts to act collectively with Climate Action SA participants and provide updates as needed regarding policy and organizing developments and opportunities. All organizations are ultimately free to act individually though. Climate Action SA participants will respect the decisions of each organization and refrain from public criticism or negative messaging directed at fellow participants. Members will make all reasonable efforts to resolve personal differences with fellow members in person, with a facilitator or witness upon request, and refrain from contentious postings via group email or social media.
5. *Climate Action SA Branding:* The Climate Action SA name should only be used when authorized by the coalition. Participating organizations are encouraged to request the use of the Climate Action SA name for any relevant events or materials.
6. *Confidentiality:* Climate Action SA participants commit to maintain confidentiality to ensure coalition work, strategy, intelligence, meeting minutes, and listserv communications do not get distributed or communicated beyond our group until authorized.
1. Discussions in coalition meetings and calls, or by email should be considered confidential and not shared outside the coalition without authorization.

2. *Google Group and Google Drive:* The Climate Action SA Google Group listserv and the Climate Action SA Google Drive are platforms for confidential updates and sharing information directly related to coalition work. Any documents not already publicly available should remain confidential unless distribution is authorized by the coalition. Unless you are certain of the status of a document, check first with the chair or vice chair before distributing beyond the coalition.
3. Each individual who would like to be on the Climate Action SA listserv or have access to the Climate Action SA Google Drive must sign this memorandum of understanding.
7. *Messaging:* Climate Action SA participating organizations will work to stay within the parameters of the coalition's agreed public messaging frames.
8. *Events:* In order to maximize the shared capacity of Climate Action SA participating organizations and reduce potential conflicts, all participating organizations agree to make a good-faith attempt to coordinate climate relevant events with coalition partners. Events include, but are not limited to, panel discussions, town hall meetings, press conferences, rallies, and marches. Participating organizations agree to discuss potential events with the coalition before a date has been set and make a good-faith attempt to schedule events to benefit the coalition, as well as the individual organization.
9. *Contacts:* Climate Action SA will circulate a coalition sign-in sheet at all coalition events and some other public events. All information collected on coalition sign-in sheets will be added to the Climate Action SA supporter email database and shared with all organizations who contributed any significant time, money or other resources to the event or contact collection.
10. *Transparency:* Participating organizations commit to provide regular updates about their work as it relates to the goals of the Climate Action SA coalition and to share any information that may be helpful to the coalition.
11. *Endorsing Organizations:* An organization can choose to be an "endorsing organization," which would list them on the Climate Action SA Endorsing Organization list and give them access to the Climate Action SA listserv and Google Drive. Endorsing organizations are still subject to this memorandum of understanding, with some exceptions:
 1. Endorsing organizations will not get a vote, but can participate in consensus building.
 2. Endorsing organizations aren't expected to participate in weekly meetings or calls, although they are welcome and encouraged to do so.
 3. Endorsing organizations will not be expected to commit resources to the Climate Action SA work, although they are welcome and encouraged to do so.
12. *Unaffiliated Individuals:* Individuals who don't represent an organization are welcome to participate in the Climate Action SA coalition. Individuals are still subject to this memorandum of understanding, with some exceptions:
 1. Unaffiliated individuals will not get a vote, but can participate in consensus building.
 2. Unaffiliated individuals will not be expected to commit resources to the Climate Action SA work, although they are welcome to do so.
13. *Entry of New Members:* Any organization that is part of the Climate Action SA coalition can recommend an organization for membership. Existing Climate Action SA will review each new organization proposed. If no concerns are voiced, they are automatically adopted into the coalitions, subject to signing on to these operating norms. If there are concerns, a vote is taken and will require a 3/4 majority to be approved.
14. *Exiting the Coalition:* Any organization can exit the coalition with a letter from the organization

to the Climate Action SA chair and vice chair and should maintain the principle of confidentiality after exiting. An organization can be removed with a ¾ vote from the table for violating these norms in a way that harms the Climate Action SA coalition.

15. Amending: These operating norms can be amended by a ¾ vote of Climate Action SA members.

DEFINITIONS

Climate Justice

Pursuing climate justice means focusing on the root causes of climate change—making systemic changes that are required to address unequal burdens to our communities and realign our economy with our natural systems. As a form of environmental justice, climate justice demands that we recognize that certain communities bear a disproportionate burden from the impacts of climate change and that others have reaped the benefits of actions - such as burning fossil fuels - that cause climate change. A commitment to climate justice also means that we recognize that humans are a part of the natural world and that other species also have a right to survive. As a movement, climate justice advocates are working from the grassroots up to create solutions to our climate and energy problems that ensure the right of all people to live, learn, work, play and pray in safe, healthy and clean environments.

Sources:

ACE-EJ: https://www.ace-ej.org/climate_justice_definition

NAACP: <http://www.naacp.org/issues/environmental-justice/>

Disadvantaged Communities

We consider disadvantaged communities, generally, as those that have historically been underserved or cut off from public investment, disempowered or excluded from political process, or that experience significantly higher rates of morbidity, illness, unemployment and violence and low levels of educational access, green space, healthy food, and jobs with living wages.

Sustainability

Sustainability is the ability of one generation to meet their needs without compromising the needs of future generations. Additionally, we recognize that true sustainability is only possible through the practice of particular principles, as laid out in the Earth Charter. These principles include (broadly): Respect and Care for the Community of Life; Ecological Integrity; Social and Economic Justice; and Democracy, Nonviolence, and Peace.

Source:

Earth Charter: <http://earthcharter.org/discover/the-earth-charter/>

Sustainable Economy

We consider a sustainable economy to be one that measures improvements in personal and community wellbeing as the chief marker of progress rather than solely the expansion of market activity or tax base. Further, a sustainable economy is one that:

- Recognizes the immense value and importance of relationships and activities outside the formal sector.
- Is based on a renewable energy platform, guarantees basic human needs, discourages wasteful consumption, and invests in, rather than depletes, natural, physical, social and cultural capital.
- Replaces brutal and wasteful competition between nations, businesses, and individuals with

one that binds us together in cooperative frameworks for solving civilization's most urgent problems.

- Is firmly ensconced within the Earth's ecological limits and guided by our spiritual and ethical traditions.
- Is diverse, adaptable, localized, and resilient.

Source:

Center for Sustainable Economy: <http://sustainable-economy.org/about-us/>

Agreement:

I agree to uphold the principles of this Climate Action SA memorandum of understanding.

Individual Name:

Participating Member, Endorsing Organization or Unaffiliated Individual:

Organization (if applicable):

Email:

Cell Phone:

Office Phone (if applicable):

Are you the primary contact for your organization (if applicable):