

Planning, Building & Environmental Services

Climate Action Committee (CAC)



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Presentation and Discussion

- RCAAP Administrative Draft ready in mid-May
- Asking CAC to identify administrative & staff level individuals to take part in this internal review



RCAAP Administrative Draft

The purpose of the upcoming Administrative Draft of the RCAAP is for staff to review and refine the document internally, at the administrative/staff level, before the RCAAP becomes a “public” draft.



RCAAP Administrative Draft Review Process

- The County will host the only copy of the Administrative Draft RCAAP on our internal Sharepoint site
- We will grant access to individuals identified by the Internal Staff-level Working Group and the CAC.
- These staff will be asked to review during a 3+ week period.



RCAAP Administrative Draft Review Process

Reviewers are asked to focus their comments on:

- ensuring the document is evoking the proper tone,
- that information is being communicated properly, and
- that the document is engaging and accessible to a diverse audience.



RCAAP Administrative Draft Review Process

Week 1: Staff will share access to the RCAAP Administrative Draft.

Week 2: Staff will check in with reviewers via email as a reminder and count down to the deadline.

Week 3: Staff will send one final call for comments and remind reviewers of the deadline.



RCAAP Website & Supporting Background Documents

We encourage individuals who are interested in reviewing the supporting background documents which are the building blocks of the RCAAP drafts to visit the project website..

<https://climateactionnapa.konveio.com/>



Thank you

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