FNSB CLIMATE ACTION AND ADAPTATION PLAN
DETAILED WORK PLAN

SUBMITTED TO
Fairbanks North Star Borough
907 Terminal Street
Fairbanks, Alaska 99707

SUBMITTED BY
RESPEC
1028 Aurora Drive,
Fairbanks, AK 99709

February 2, 2022
Deliverable(s):
Detailed Work Plan
Survey for Initial Community Input

Task 1: Work Plan
Task 2: Data Collection, Analysis, & Document Review
Task 3: Stakeholder Involvement, Outreach & Participation Strategy
Task 4: PESTLE Analysis & Situational Assessment
Task 5: Mitigation & Adaptation Strategies/Action Plan
Task 6: CAAP Development
Task 7: Evaluation Framework
Task 8: Plan Adoption
1 – year from inception to plan adoption
• Adjusted for late start

Organizations
• Reports & Studies
• Funding Sources
• Previous Plans & Efforts

Local Network
• Regional Contacts
• State & National Partners

External: website, meetings, events
• Internal: via Clerk, OMA

FNSB Climate Action & Adaptation Plan RFP
2. PDC/RESPEC CAAP Proposal Response
3. 12/07/2021 CAAP Pre-Kickoff Meeting with FNSB Clerk
4. 1/07/2022 CAAP ACAC Kickoff Meeting Agenda
5. 1/07/2022 CAAP ACAC Kickoff Meeting Packet
6. 1/07/2022 CAAP ACAC Kickoff Meeting Notes
7. 1/07/2022 CAAP ACAC Kickoff Meeting Presentation Slides

ACAC Members

Lead: Natalie Lyon
Support: Elise Blocker
Oversight: Pat Cotter

A living document to outline and guide project development and collaboration between the ACAC and consultant team.
DETAILED WORK PLAN

1. Task 1: Work Plan
2. Task 2: Data Collection, Analysis, & Document Review
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8. Task 8: Plan Adoption

Deliverable(s):
- Existing Conditions Report
- Background Information Chapter
Data Collection, Analysis, & Document Review

WORK FLOW

PREVIOUS & ONGOING PLANS

CLIMATE SCIENCE REPORTS & PLANNING TOOLS

FNSB DEPARTMENTAL ENGAGEMENT

GIS MAPPING & TECHNICAL ANALYSIS

1. Previous & Ongoing Plans
   a. RFP Section 4: Background Information
2. Climate Science Reports & Planning Tools
   b. 2010 Interior Climate Change Report
   d. Alaska’s Changing Wildfire Environment
   e. Arctic Report Card (NOAA)
   f. National Climate Assessment: Alaska
   g. Intergovernmental Panel on Climate Change (UN IPCC)
   h. Arctic Monitoring & Assessment Programme (Arctic Council AMAP)
   i. American Planning Association (APA) Sustainable Communities Division (SCD) Climate Planning Tools
      • Climate data guide
   j. Alaskan climate change policies (UAF)
3. Departmental Interviews & Notes
4. Public Meeting Feedback

REFERENCE MATERIAL

TEAM RESOURCES

• Lead: Elise Blocker
• Support: Natalie Lyon
• Oversight: Pat Cotter
• Advisor: Dr. Garron

KEY STAKEHOLDERS

• ACAC Members
• FNSB Departmental Staff
• FNSB Public

4. Public Meeting Feedback

• How do prior planning efforts tie into or support the CAAP?
• How can ongoing planning efforts align with climate action objectives?

• What does climate science tell us about the outlook and risks for the FNSB?
• What climate planning best practices and key tools can we apply?

• What key data sources are available from FNSB departments?
• What role(s) can various departments play in climate mitigation? In adaptation?

• Where will climate effects be most pronounced in the borough, and who will be most affected?
• What constitutes “essential infrastructure” that should be protected through adaptation or that could support mitigation efforts?
DETAILED WORK PLAN

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Deliverable(s):
- Monthly ACAC Meetings
- Public Participation Plan
- FNSB Departmental Interviews
- Public Outreach
1. CAAP RFP Section 5: Scope of Work
2. Best Practices Guidance:
   a. Community-driven Climate Resilience Planning: A Framework (NACRP)
   b. Guide to Equitable Community-Driven Climate Preparedness Planning (USDN)
3. FNSB Website – Department and Division Pages
4. CAAP Public Participation Plan (TBD)

**REFERENCE MATERIAL**

**KEY STAKEHOLDERS**
- ACAC Members
- FNSB Departmental Staff
- FNSB Public
- UAF Climate Science Advisor

**STAFF RESOURCES**
- Leads: Natalie Lyon, Elise Blocker
- Support: Pat Cotter
- Advisors: Deb Shewfelt, Dr. Garron

**POTENTIAL COMMUNICATION STRATEGIES**
- CAAP Project Website
- Social Media Engagement
- Climate Ambassadors Volunteer Program
- Community Events
- Ads/Flyers in Key Community Locations
  - MACS Transit Vehicles
  - Public Posting Boards
  - Daily News Miner
  - Local Radio

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**Work Flow**

3. **Stakeholder Involvement, Outreach & Participation Strategy**

- What are key strategies for communicating climate information to the FNSB public?
- What are the public perceptions of climate risk and opportunities in the FNSB?
- How could a volunteer Climate Ambassadors Program be initiated through partnerships within the community?
- What are key community events where ACAC and the project team could have a presence?

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*AN = “as needed” meetings and meeting support with other FNSB Boards and Commissions as directed by the ACAC and FNSB Project Manager. May include some but not all: Sustainability Commission, Air Pollution Control Commission, Chena Riverfront Commission, Economic Development Commission, Parks and Recreation Commission, and Senior Citizens Advisory Commission.*
Deliverable(s):
PESTLE Analysis Chapter
Situational Assessment Chapter
PESTLE Analysis & Situational Assessment

- Interviews
- Public Input
- Existing Conditions

PESTLE: Political, Economic, Social, Technological, Legal, Environmental

Who the FNSB is, where it is headed, what opportunities are available to get there.

Resiliency Focus

REFERENCE MATERIAL
1. CAAP RFP Section 5: Scope of Work
2. Best Practices Guidance:
   a. PESTLE Framework
   b. Situational Assessment Framework
3. Departmental Interviews
4. Existing Conditions Report & Background Info Chapter
5. Public Input

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- FNSB Public

STAFF RESOURCES
- Lead: Pat Cotter
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Is a SWOT or a PESTLE analysis more suitable for the CAAP? (for ACAC consideration – 2/15 consensus on PESTLE)

What are the key constraining factors for the FNSB due to a changing climate?

What are the key opportunities or enabling factors for the FNSB due to a changing climate?

Where are there dual opportunities to reduce borough costs while also mitigating climate change in the long term?

Where is the FNSB today considering these factors, and where does the FNSB need to be in the future to achieve resiliency?
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Deliverable(s):
- Draft Strategic Direction/Action Plan Chapter
- Draft Vision Statement, Plan Goals, & Strategies
**Mitigation & Adaptation Strategies/Action Plan**

- **4/19/2022**
  - Brainstorm CAAP Vision, Goals & Strategies

- **7/19/2022**
  - Develop & Review Action Plan
  - Draft Mitigation Strategies

- **8/16/2022**
  - Develop & Review Action Plan
  - Draft Adaptation Strategies
  - Finalize Mitigation Strategies

- **9/20/2022**
  - Finalize Adaptation Strategies

- **OCT. PUBLIC MEETING**
  - Share & Gather Final Public Input on Action Plan Strategies

**REFERENCE MATERIAL**

1. CAAP RFP Section 5: Scope of Work
2. Example Climate Plans from other Communities (RFP)
3. Mitigation/Adaptation Best Practices & Planning Tools
   - American Planning Association (APA)
     - Sustainable Communities Division (SCD) Climate Planning Tools
     - Climate Change Policy Guide
     - Climate Development Review Guide
     - Climate Ordinance Database
   - Alaskan climate change policies (UAF)
     - Existing Conditions Report & Background Info Chapter
     - Departmental Interviews
     - Public Input
     - SWOT/PESTLE Analysis Chapter
     - Situational Assessment Chapter

**KEY STAKEHOLDERS**

- ACAC Members
- FNSB Departmental Staff
- FNSB Public
- UAF Climate Science Advisor

**STAFF RESOURCES**

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Deliverables:
- Draft CAAP
- Final CAAP
WORK FLOW

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CAAP Development

Draft CAAP

REVISE & REFINE CAAP CHAPTERS

DEVELOP IMPLEMENTATION PLAN & TIMELINE

IDENTIFY POINTS OF CONTACT FOR IMPLEMENTATION

FINAL CAAP

REFERENCE MATERIAL
1. CAAP RFP Section 5: Scope of Work
2. Example Climate Plans from other Communities (RFP)
3. Existing Conditions Report & Background Info Chapter
4. Departmental Interviews
5. Public Participation Plan
6. Public Feedback
7. SWOT/PESTLE Analysis Chapter
8. Situational Assessment Chapter
9. Action Plan Chapter & Mitigation/Adaptation Strategies
10. Evaluation Framework Chapter

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• ACAC Members
• FNSB Stakeholders
• Consultant Team

STAFF RESOURCES
• Lead: Natalie Lyon
• Support: Elise Blocker
• Oversight: Pat Cotter
• Advisor: Dr. Garron

• Which goals and strategies fall into the immediate, near, medium, and long-term time horizons?

• Who are the borough assembly, administration, and staff points of contact for implementation of identified tasks?

• How can the consultant team, ACAC, and/or community partners support FNSB P.O.Cs in achieving CAAP goals?
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Deliverable(s):
- Evaluation Framework
- Chapter
1. CAAP RFP Section 5: Scope of Work
2. Example Climate Plans from other Communities (RFP)
3. SWOT/PESTLE Analysis Chapter
4. Situational Assessment Chapter
5. Action Plan Chapter & Mitigation/Adaptation Strategies
6. Mitigation/Adaptation Best Practices & Planning Tools
   a. American Planning Association (APA) Sustainable Communities Division (SCD) Climate Planning Tools
      - Climate Change Policy Guide
      - Climate Development Review Guide
      - Climate Ordinance Database
   b. Alaskan climate change policies (UAF)

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Deliverable(s):
Plan Adoption
Materials & Support
What are the best communication strategies to build community support for plan adoption?

Where are the best engagement venues to organize community support for the plan?

Who from the community will champion the plan?

How can the consultant team and ACAC best support FNSB Staff and elected officials in plan adoption?

REFERENCE MATERIAL
1. CAAP RFP Section 5: Scope of Work
2. Final CAAP
3. Best Practices Guidance:
   a. Community-driven Climate Resilience Planning: A Framework (NACRP)
   b. Guide to Equitable Community-Driven Climate Preparedness Planning (USDN)
4. CAAP Public Participation Plan

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- ACAC Members
- FNSB Stakeholders
- Consultant Team
- Staff Resources
  - Lead: Pat Cotter
  - Support: Elise Blocker, Natalie Lyon
  - Advisors: Deb Shewfelt, Dr. Garron

POTENTIAL COMMUNICATION STRATEGIES
- CAAP Website
- Social Media
- Attend community events
- Flyers & Ads in key community locations
- News Miner article, radio spot
- Climate Ambassadors engagement