

# Greenhouse Gas Reporting Rule Advisory Committee Meeting #1

Monday, August 25, 2008.

9:00 AM - 12:00 PM

London Room, SeaTac Airport

## Meeting Objectives:

- Meet each other and develop a common understanding of the statutory charge and purpose of the advisory committee.
- Review the draft work plan and provide input on the issues and topics to be addressed.
- Identify initial advisory committee member priorities, concerns and desired outcomes.
- Explore the roles and responsibilities of advisory committee members, staff, experts and the facilitator. Set the stage for how we will communicate, work together, and develop recommendations over the next 7 months.
- Agree on a schedule for future meetings. Identify agenda focus and address logistic and information needs for Meeting #2.

## AGENDA

- Getting Started 9:00
  - Welcome & Task Force Purpose (Sarah Rees)
  - Self Introductions (committee members, staff, & facilitator)
  - Agenda Check (facilitator & members)
- Advisory Committee Charge 9:40
  - Statutory Background: Role of Advisory Committee and Ecology Staff (Sarah Rees)
  - Questions & Discussion (members)
- Clarifying Expectations for Meeting, Communicating & Making Decisions 10:00
  - Facilitator Ground Rules: Meeting Protocols, Communication and Decision-making Strategies
  - Member Comments/Suggestions

- **BREAK** **10:30**
  
- **Developing a Work Plan** **10:45**
  - Distribute Information Binders (Neil Caudill)
  - Overview of Draft Work Plan (Nancy Pritchett)
  - Member Questions/Input on Key issues, Topics and Timeframe
  - Identify next steps to finalize work plan.
  
- **Identifying Driving Considerations** **11:15**
  - Members disclose primary interests - what matters most to them in terms of issues and desired outcomes of the rule making advisory process.
  
- **Setting a Meeting Schedule** **11:45**
  - Coordinate calendars to plan for future meeting dates
  
- **Next Steps/ Focus for Meeting #2** **11:55**
  
  
- MEETING CONCLUSION** **BY NOON**