

MITIGATION THAT WORKS FORUM

MEETING ONE

NOVEMBER 16, 2007 – MEETING AGENDA

Meeting Location

The meeting is at the Lacey Community Center, 6729 Pacific Avenue SE, Lacey, WA.

From Interstate 5, take Exit 109 to Martin Way. Go east on Martin Way one mile to Carpenter Road. Turn right on Carpenter Road and proceed one mile south to Pacific Avenue. At Pacific Avenue, turn left and proceed east three-tenths of a mile to the park and Community Center on your right.

Need further directions? Call the facility at (360) 491-0857 between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. http://www.ci.lacey.wa.us/community_center/comm_center_main_page.html

Meeting Objectives

- Introduce Forum members to one another
- Begin to develop understandings of needs and interests
- Agree on Forum Charter and Ground Rules
- Schedule future Forum meetings

Agenda

- 9:00** **Welcome and Agenda Review (10 minutes)**
- 9:10** **Forum Introductions (1 hour)**
Each Forum member is invited to introduce themselves and say a few words about what they want to get out of the Forum process.
- 10:10** **Break (10 minutes)**
- 10:20** **Discussion with Jay Manning (1 hour)**
Ecology Director Jay Manning will describe his hopes for the Forum, answer questions, and engage Forum members in a discussion about the Forum effort.
- 11:20** **Proposed Charter and Ground Rules (30 minutes)**
Draft copy attached.
- 11:50** **Opportunity for Public Comment (10 minutes)**
Additional time will be provided if needed

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- 12:00** **Lunch – provided (40 minutes)**
Over lunch the Forum will cover a number of “housekeeping” issues such as future meeting times, dates and locations.
- 12:40** **Joint Learning: Birch Bay Pilot Project (30 minutes)**
Margaret Clancy from ESA Adolfsen will lead a discussion of the ongoing Birch Bay Pilot Project.
- 1:10** **Beginning to Understand “Successful” Mitigation (40 minutes)**
Group brainstorming on the dimensions of “successful” mitigation.
- 1:50** **Break (10 minutes)**
- 2:00** **Wrap Up Discussion of Beginning to Understand Successful Mitigation (20 minutes)**
- 2:20** **Close and Review next steps (10 minutes)**
- 2:30** **Opportunity for public comment (10 minutes)**
Additional time will be provided if needed.
- 2:40** **Adjourn**

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MITIGATION THAT WORKS FORUM CHARTER AND GROUND RULES

1. Representation. All members of the Mitigation Forum have equal representation and equal opportunities to participate in discussions.
2. Scope. The Forum's deliberations will produce a shared written understanding of what constitutes "successful mitigation" and a mitigation reform action plan that includes a written sequence of shared, coherent, coordinated and effective steps to bring about what is needed, assigned responsibilities, a timetable, and an oversight/coordination plan. Some of the Forum's work leading to its final products include:
 - a. An assessment of government and non-government organizations with mitigation responsibilities and their interest, concerns and suggestions about improvements to mitigation practices;
 - b. An evaluation of what is working and what is not working from previous mitigation reform efforts; and,
 - c. An assessment and comparison of the relative strengths and weaknesses of the various mitigation improvement pilot projectsA draft final report is expected in September, 2008.
3. Collaborative Problem Solving. Collaborative problem solving depends on mutual respect and careful listening among participants and on active participation by all. Participants will strive for honest and direct communication and a focus on interests and needs rather than positions. Participants will allow for open discussion and the right to disagree, and will look for opportunities to find common interests, agreements, and solutions.
4. Respect. Participants will seek to create a respectful atmosphere and look to develop trust and understanding of one another's views and interests. Participants will focus on clarifying their own views and interests; they will refrain from characterizing the views of other participants especially in conversations with the press.
5. Consensus. The desired outcome of the Forum is consensus. "Consensus" is defined as an outcome that all Forum members can "live with" and, ideally, can actively support. If the Forum can't reach consensus, it will determine how to describe its degree of agreement at that time; at a minimum, if consensus is not reached the Forum report will describe the full range of views across the Forum.
6. Meetings. Except for November and December 2007, in general, meetings will be held starting in the morning of the 3rd Tuesday of each month. Meeting agendas will be provided in advance and summaries of key discussion points, areas of agreement, and next steps will be distributed after meetings. Meetings will start and end on time.
7. Attendance. To ensure an effective process, Forum members agree to make every effort to attend meetings. Decisions will be made during Forum meetings; if an alternate attends a meeting, he or she must be fully briefed on Forum deliberations and able to participate in decision making.

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8. Caucus Breaks. Participants and/or the facilitator may request a caucus break at any time during a meeting. In order to keep the flow of meetings on track, individual caucus breaks may not exceed 15 minutes
9. Neutral Facilitation. ESA Adolfson and Ross & Associates are neutral third parties with no stake in the outcome of the project. Although under contract to Ecology, ESA Adolfson and Ross & Associates work for the project process and will treat all participants as equal clients.
10. Executive committee. The Forum will be supported by an executive committee made up of one representative each of local government, tribes, environmental interest groups, and mitigation proponents and Ecology. The role of the executive committee is to assist the facilitation team in preparing draft agendas and meetings summaries between meetings, and to assist the Forum with consensus building.
11. Openness. Meetings will be open to the public and opportunities for public comment will be provided.