



AGENDA

BENTON COUNTY TALKS TRASH WORK GROUP Thursday, September 8, 2022, 2:30 – 7:00 PM

How to participate in this meeting		
In-Person (Preferred)	Zoom Video	Zoom Phone Audio
Benton County Fairgrounds Auditorium 110 SW 53rd Street, Corvallis, Oregon	Click for Zoom link	Dial: 1 (253) 215-8782
	Zoom Meeting ID: 856 9977 5642	
	Zoom Passcode: 246250	

This meeting will be recorded

This agenda and the Meeting Packet are available at:

<https://www.co.benton.or.us/cd/page/solid-waste-process-work-group>

This meeting will be facilitated by Sam Imperati, Process Facilitator, ICMresolutions

The order of Agenda items and associated times are approximate and subject to change based on the natural flow of the meeting.

#	Topic	Lead	Start	Duration (Minutes)	Materials
1	Welcome	Board of Commissioners	2:30	20 mins	
2	Review Agenda Participant Meeting Instructions Participant Commitments	Imperati	2:50	10 mins	Agenda
3	Introductions (Name/Organization/P or NP/Hopes for Process (1.5 mins. Each)	Members	3:00	30 mins	
4	How We Got Here	Imperati	3:30	5 mins	Assessment
5	Review Major Charter Sections: 1) Scope (Generally) 2) Charge Elements (Below) 3) Guiding Principles 4) Polling 5) One Table	Imperati	3:35	30 mins	Charter
6	Break	All	4:05	10 mins	
7	Collaboration 101 Training	Imperati	4:15	15 mins	PowerPoint (Provided on 9/7)

8	Public Comment	Public	4:30	30 mins	
9	Dinner Break with "Get to Know You" Exercise	All	5:00	30 mins	Food Provided for All
10	Triage Charge Elements	Imperati	5:30	15 mins	Survey Summary (Provided on 9/7)
11	Draft Report Structure Explore Common Understandings Section 1) Refine List of Missing Topics/Questions 2) Provide Additional Information 3) Commenting on the Next Draft	Workgroup	5:45	45 mins	Report: 1st Draft Survey Summary (Provided on 9/7)
12	Mechanics: Add Representative Table 1) Meeting Time 2) Tour 3) Schedule Suggestions		6:30	15 mins	Survey Summary (Provided on 9/7)
13	Next Steps: 1) Member Meeting Evaluation (Due Tomorrow) 2) Homework for Next Meeting: a. Your Alternates b. Last Call for Additional Topics/Questions with Supporting Materials Due 9/6 @ 3PM 3) Next Meeting: 9/15/22, Time: TBD, Kalapuya Building 4) Draft Working Agenda: a. Continue Common Understandings Exploration b. Tour	Sam Imperati	6:45	15 mins	Meeting Evaluation Link
14	Adjourn	All	7:00	270 mins	

**Please see next two pages for PARTICIPANT MEETING INSTRUCTIONS
and PARTICIPANT COMMITMENTS**

PARTICIPANT MEETING INSTRUCTIONS

Members, Please:

- o Change you Zoom name to: WG, Your Name, Your Organization
- o Keep your camera on
- o For the **speaking queue**, please **raise your hand** using the Zoom **Reaction feature**, or for those on the phone, please take yourself off mute and say, “Hi this is [Name and affiliation], I’d like to get in the queue.”
- o Use **Chat** function to record major points and questions
- o Please participate fully (orally and/or Chat, so we hear from everyone

Alternates, Please:

- o Change your Zoom name to: WG ALT, Your Name, Your Organization

Polling, Please:

- o Members or alternates only. One “vote” only if both are present

Observers, Please:

- o Keep your camera off until public comment

All, Please:

- o Mute your microphone when not speaking and turn it on when speaking

Members of the Public, Please submit written comments to:

BentonCountyTalksTrash@Co.Benton.OR.US

Process Questions: SamImperati@ICMresolutions.com

Project Website: <https://www.co.benton.or.us/cd/page/solid-waste-process-work-group>

WORKGROUP members agree to notify BentonCountyTalksTrash@Co.Benton.OR.US, Darren Nichols (darren.nichols@Co.Benton.OR.US) and Cory Grogan (cory.grogan@Co.Benton.OR.US) of written communications with the media.

PARTICIPANT COMMITMENTS

WORKGROUP Commitments: The WORKGROUP members, staff, and participants will participate in good faith, which means they will:

- 1) Prepare for and set aside time for the meetings and the entire process,
- 2) Participate fully, honestly, and fairly, commenting constructively and specifically,
- 3) Speak respectfully, briefly, and non-repetitively; not speaking again on a subject until all other members desiring to speak have had the opportunity to speak,
- 4) Allow people to say what is true for them without fear of reprisal,
- 5) Explore the topics – not debate them,
- 6) Disagree without being disagreeable,
- 7) Avoid side conversations during meetings,
- 8) Provide information as much in advance as possible of the meeting in which such information is to be used and share all relevant information to the maximum extent possible,
- 9) Generate and explore all options on the merits with an open mind, listening to different points of view with a goal of understanding the underlying interests of other WORKGROUP members,
- 10) Consult regularly with their organization/interest group and provide their input in a clear and concise manner,
- 11) Each member agrees to work toward fair, practical, and durable recommendations that reflect the diverse interests of the entire WORKGROUP and the public,
- 12) When communicating with others, accurately summarize the WORKGROUP process, discussion, and meetings, presenting a full, fair, and balanced view of the issues and arguments out of respect for the process and other members,
- 13) Not attempt to affect a different outcome outside of the WORKGROUP process once the WORKGROUP has reached a “consensus” recommendation,
- 14) Strive vigorously for consensus and closure on issues, and
- 15) Self-regulate and help other members abide by these commitments.

Reminders:

- 1) Each member is allowed to assign one WORKGROUP alternate for the process.
- 2) That person must have full authority to represent their Organization/Interest Group.
- 3) If the alternate is attending, the primary member must provide written notice to Facilitator at least 72 hours in advance of a meeting’s start time.
- 4) Assigning a replacement alternate is at the discretion of the Facilitator.