



MEETING AGENDA

Eugene Toxics Board November 19, 2015

3:30 p.m.
Fire Conference Room, 2nd Floor
Eugene Emergency Services Center
1705 W. 2nd Avenue (2nd & Chambers)

- I. Introductions/Approval of Agenda
- II. Public Comment
- III. Improve Reporting through Legislative Process 30 Minutes
 - **Toxics Board Direction to Staff Required**
 - o Information Share with Eugene Information Services Division Staff
 - Walk Through Eugene Toxics Reporting Program Application
 - Gather Improvement and Enhancement Ideas and Options from Toxics Board Members to Present to Oregon State Fire Marshal and Eugene Chamber
 - o Identify Toxics Program Needs to be Sustainable
 - o Develop Community Involvement and Communications Plan
 - o Determine Next Steps to Raise the \$2,000 State-Mandated Fee Cap
- IV. Staff Report 20 Minutes
- V. List of Reportable Chemical Update Recommendations 15 Minutes
 - **Toxics Board Re-Vote Required**
 - o Review 11/10/15 Memorandum and Attachments
- VI. Add Site Inspections as Part of Audits to Work Plan 5 Minutes
 - **Toxics Board Direction to Staff Required**
 - o Reference 08/28/15 Toxics Program Audits Staff Training Memorandum
 - o Reference 07/27/15 Legal Opinion Memorandum
 - o Decide Whether Site Inspections Need to Include Observing Manufacturing Steps that Use Reportable Substances
 - o Provide Suggestions for Additional Staff Training Requirements (If Applicable)
- VII. Supplemental Budget Request for Information Services Division Support 5 Minutes
 - **Toxics Board Vote Required**
 - o Review 10/14/15 Memorandum and Attachments
- VIII. Preliminary Fiscal Year 2017 Program Budget and Fee Information 10 Minutes
 - **No Toxics Board Action Required**
 - o Review 10/20/15 Preliminary FY17 Program Budget and Fee Memorandum
- IX. Future Agenda Items
 - Finalize Fiscal Year 2017 Program Budget and Fee Recommendation (January 2016)
 - Solicit Additional Agenda Items from Toxics Board Members