

MEETING AGENDA

Eugene Toxics Board November 30, 2016

3:30 p.m. – 5:00 p.m.
Fire Conference Room, 2nd Floor
Eugene Emergency Services Center
1705 W 2nd Avenue (2nd & Chambers)

Information

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| I. | <u>Introductions/Note Taker/Approval of Agenda</u> | 5 Minutes |
| - | Voluntary Note Taker | |
| o | Marcus Baxter | |
| - | List of Toxics Board Members in Position Number Order | |
| o | Derrick Thoma; Marcus Baxter; Jason Ormsby; Lisa Arkin; Evan Shenkin; Andree Phelps | |
| II. | <u>Public Comment</u> | 10 Minutes |
| III. | <u>Staff Report</u> | 10 Minutes |

Discussion and Decision

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| IV. | <u>Review Preliminary Fiscal Year 2018 Program Budget Information</u> | 15 Minutes |
| - | Review Only – No Action Required | |
| o | Reference 11/22/16 Memorandum Regarding Preliminary Budget Information for Fiscal Year 2018 | |
| V. | <u>Interview Candidates for Industry Position 2</u> | 50 Minutes |
| - | Toxics Board Vote Required | |
| o | Reference Toxics Board Candidate Applications | |
| ▪ | Donald Eagan for Industry Position 2 at 4:10 p.m. | |
| ▪ | Blake Holton for Industry Position 2 at 4:22 p.m. | |
| ▪ | Mark Kruger for Industry Position 2 at 4:34 p.m. | |
| o | Discuss and Vote on Appointment Recommendation to City Council | |

VI. Future Agenda Items

- Interview Candidates for Toxics Board Industry Position 2 Vacancy
- Review Preliminary Fiscal Year 2018 Program Budget and Fee Information (November/December; January – Finalize Recommendation to City Council)
- Approve 2016 Annual Report (January)
- Recommend Reporting Threshold and Materials Accounting Threshold Amounts for Recommendations to Add and Remove Chemicals from the List of Reportable Chemicals
 - o Include Recommendation to a Add Hexabromocyclododecane (HBCD) Category
- Draft Reporting Exemption Request Form and Process Update
- Review Hazardous Substance Reports Audit Process
- Reference Documents for Program Website
- Develop Guidelines for Responding to Media and Public Information Requests
- Develop Process to Follow-Up with Potential Businesses Where There is Conflicting Information Regarding Hazardous Substance Use
 - o Subcommittee Recommendations
- Consider Exemption Process and Form for Non-Reporting Businesses
- Host Annual Forum for Toxics Program Businesses
- Overlap Departing and Incoming Toxics Board Member Terms
- Review Toxics Board Chair Rotation Policy
- Solicit Additional Agenda Items from Toxics Board Members