



MEETING AGENDA

Eugene Toxics Board Wednesday, August 9, 2017

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

Information

- I. New Toxics Board Chair's Opening Comments 5 Minutes
- II. Introductions/Note Taker/Approval of Agenda 10 Minutes
 - **Voluntary Note Taker**
 - o Andree Phelps
 - **List of Toxics Board Members in Position Number Order**
 - o Derrick Thoma; Mark Kruger; Marcus Baxter; Jason Ormsby; Krystal Abrams; Evan Shenkin; Andree Phelps
 - **Discussion**
 - o Note Taking
 - o Option to Offer Live Webcast of Toxics Board Meetings
 - o Toxics Board Members Bringing Laptop Computers versus Staff Providing Hard Copies of Meeting Materials
- III. Public Comment 10 Minutes
- IV. Staff Report 10 Minutes

Discussion and Decision

- V. Annual Toxics Board Member Role Overview 35 Minutes
 - **Toxics Board Discussion Item**
 - o Reference Annual Toxics Board Member Role Overview and Related Documents
- VI. Review Toxics Board Chair Rotation Policy and Overlap of Members 20 Minutes
 - **Toxics Board Vote Required**
 - o Reference 03/01/17 Memorandum Regarding Upcoming Toxics Board Chair Rotation and Policy Review

- Reference 07/01/17 Toxics Board Roster
- Reference 07/17/17 Memorandum Correction to 03/01/17 Memorandum Regarding Upcoming Toxics Board Chair Rotation and Policy Review
- **Toxics Board Discussion Item**
 - Overlap Departing and Incoming Toxics Board Member Terms

Future Agenda Items

- Develop Process to Follow-Up with Potential Businesses Where There is Conflicting Information Regarding Hazardous Substance Use (September)
 - Review Subcommittee Recommendations from 10/27/16 Meeting
 - Invite Max Huftle from LRAPA to a future Toxics Board meeting to share information on, and explain how reporting works under LRAPA's program
 - Invite Public Works Wastewater staff to a future Toxics Board meeting to share information on, and explain how reporting works under their program
 - Host an interagency meeting between the Fire Marshal's Office, Public Works Wastewater and LRAPA
 - Add a checklist on the toxics reporting form to track other permits (POTW, CAA, NPDES, storm water permit)
 - Demonstration and Review of Current Hazardous Substance Reports Audit Process
- Review Legislative Opportunities to Correct Fee Assessment Requirements
- Consider Exemption Process and Forms for Non-Reporting and Newly-Identified Businesses
- Business Outreach
 - Host Annual Forum for Toxics Program Businesses
 - Attending Chamber of Commerce Meetings
- Reference Documents for Program Website
- Solicit Additional Agenda Items from Toxics Board Members