



**ZEV Interagency Working Group  
Friday, December 15, 2017  
10:30 – 12:00  
Portland State Office Building  
800 NE Oregon St, Portland  
Conference Room 1D**

**10:30 – 10:35 Welcome and Kick-Off - *Ruchi***

**10:35 – 10:50 Introductions**

**10:50 – 11:15 Why are we here and what do we want to accomplish  
*Draft of ZEVIWG Charge provided for discussion***

**Topics for discussion:**

- **What do we want to get out of the ZEVIWG?**
- **How can we best address challenges we have experienced in the past with interagency work?**

**11:15 – 11:45 Structure and Process  
*Draft Guidance Document and Matrix of Agency Responsibilities provided for discussion***

**Review and Approve Draft List of Action Items for ZEVIWG:**

- **Coordinate implementation of EO**
- **Review of EO Directives**
- **Discuss barriers to achieving the directives of the EO and draft a list**
- **Seek input from interested stakeholders**
- **Develop goals, metrics, and other indicators of progress**
- **Establish website to share information about the directives with the public**

**11:45 – 12:00 Next Steps**

- **Meeting Frequency**
- **Action Items for Next Meeting**
- **Next Meeting Date – suggest week of March 12 or March 19**