

# Electric Vehicle Rebate Rule Advisory Committee

## Advisory Committee Charter

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State of Oregon  
Department of  
Environmental  
Quality

Documents can be provided upon request in an alternate format for individuals with disabilities or in a language other than English for people with limited English skills. To request a document in another format or language, call DEQ in Portland at 503-229-5696, or toll-free in Oregon at 1-800-452-4011, ext. 5696; or email [deqinfo@deq.state.or.us](mailto:deqinfo@deq.state.or.us).

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# Objectives and Scope

## Policy Objectives

The purpose of the Electric Vehicle (EV) Rebate Rule Advisory Committee is to advise DEQ on certain program elements in establishing an electric vehicle rebate program in Oregon. Specifically, the committee will discuss and provide recommendations on the following topics:

- Changes to program rules to incorporate recent Legislative changes
- Clarifications to program requirements to ensure the program continues to operate smoothly
- Reviewing rebate amounts provided towards the purchase of a qualified electric vehicle
- Program elements of the Charge Ahead rebate program such as clarifying certain design features

## Fiscal and Economic Impact

ORS 183.333 requires that DEQ ask the committee to consider the fiscal and economic impact of the proposed rules including:

- Whether the rules will have a fiscal impact, and if so, what the extent of that impact will be.
- Whether the rules will have a significant adverse impact on small businesses, and if so, how DEQ can reduce the rules' negative fiscal impact on small businesses.

## Roles

### DEQ Facilitator

The facilitator:

- Encourages open, candid and robust dialogue;
- Starts and ends the meetings and agenda items on time;
- Encourages innovation by listening to all ideas;
- Tries not to lose good ideas to the consensus process; and
- Recognizes when the discussion is outside the scope of the meeting and steers the discussion back to the focus of the meeting.

### Committee Members

Advisory committee members must attend the meeting. If an additional meeting is scheduled, an alternate may be assigned if needed. However, it is each committee member's responsibility to fully brief their alternate on all relevant issues and prior committee discussions in order to meet the meeting objectives and keep the project on schedule. The primary and alternate members of the committee

cannot participate in the same meeting. If a member's absence is unavoidable, please notify the DEQ project manager.

The committee member:

- Prepares for and sets aside time for the meeting;
- Provides DEQ staff with copies of relevant research and documentation cited during the meeting;
- Stays focused on the specific agenda topics for each meeting;
- Comments constructively and in good faith;
- Consults regularly with constituencies to inform them on the process and gather their input;
- Treats everyone and his or her opinions with respect;
- Allows one person to speak at a time;
- Is courteous by not engaging in sidebar discussions; and
- Avoids representing to the public or media the views of any other committee member or the committee as a whole.

## **Non-Committee Member Attendees**

Those who attend the committee meeting, but are not members of the committee are there only to observe and not to actively participate. If non-committee members are present at a meeting, DEQ may allow time during the meeting for their comments.

## **DEQ Staff**

DEQ is committed to making the most effective use of committee member's time by:

- Establishing clear committee goals, meeting objectives and agendas;
- Giving committee members reasonable access to staff;
- Encouraging all members to take part in discussions; and
- Providing a clear description of members' roles, the committee timeline, the level of agreement expected and feedback on how members' input is used.

## **DEQ Support and Website**

DEQ will post agenda and meeting materials on the advisory committee website at least one week in advance. DEQ administrative staff will provide a meeting summary that highlights the committee discussion, different perspectives and input of committee members. DEQ will not prepare a formal committee report. DEQ will send a draft meeting summary to the advisory committee for review and input. Final meeting minutes will be posted to the advisory committee website and will be part of the public record.

The advisory committee charter, a full roster of the committee, meeting agendas and minutes, and background materials will all be located on the advisory committee webpage

## Committee Meetings

1. The committee meeting will be:
  - open to the public, although the committee can choose whether the public can actively participate in committee meetings
  - advertised on DEQ's webpage calendar two weeks before the meeting at: [DEQ Event Calendar](#)
  - [noticed by email](#) to the GovDelivery list
  - noticed on DEQ's Facebook/Twitter account
  - accessible via a call-in number or webinar
2. The committee is expected to meet one time at the following address: 800 NE Oregon St., Conference Room 1B, Portland, OR 97232
3. Meeting materials and agenda will be posted to the advisory committee webpage

## Decision Making

The committee's discussion will be used by DEQ in forming its draft rule, which will then be proposed for broader public review and comment as part of DEQ's rulemaking process.

When DEQ shares information with the group, DEQ will allow a reasonable timeframe for comments.

# Membership

In convening this committee, DEQ selected members that reflect the range of stakeholders both directly and indirectly affected by implementation of revised copper standards. Representatives should be able to consider the policy, fiscal and economic impact of the proposed standard on the business or organization they represent.

Advisory Committee Membership		
Committee Members		
Name	Title	Affiliation
Alan DeBoer	Citizen	Former State Senator (Ashland)
Steve Douglas	Senior Director, Energy & Environment	Alliance of Auto Manufacturers
Gary Exner	President	Oregon Electric Vehicle Association
Darrell Fuller	Lobbyist	Oregon Vehicle Dealers Association
Jana Gastellum	Climate Program Director	Oregon Environmental Council
Dan Jarman	Government Relations	Tesla
Aaron Milano	Product Portfolio Manager, Electric Transportation	Portland General Electric
Julia Rege	Director, Environment & Energy	Association of Global Automakers
Greg Remensperger	Executive Vice President	Oregon Auto Dealers Association
Jaclyn Sarna	Director of Youth and Family Services	Hacienda CDC
Vivian Satterfield	Director of Strategic Partnerships	Verde
Cory Scott	Director, Customer Solutions	PacifiCorp

Diane Sparks	Executive Director	Oregon Independent Auto Dealers
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## Travel Expenses

DEQ is able to reimburse any in state, out-of-town committee members for travel expenses, if DEQ approves them in advance.

## Public Records and Confidentiality

Committee communications and records, such as formal documents, discussion drafts, meeting summaries and exhibits are public records and are available for public inspection and copying. DEQ does not assume responsibility for protecting proprietary or confidential business information shared during committee or subcommittee meetings. However, the private documents of individual committee members generally are not considered public records if DEQ does not have copies.

## Information Exchange

Committee members will provide information as much in advance as possible of the meeting at which such information is used. The members will also share all relevant information with each other to the maximum extent possible. If a member believes the relevant information is proprietary in nature, the member will provide a general description of the information and the reason for not providing it.

## Public Involvement

The meeting will be open to the public. The committee can choose whether to allow public input during a committee meeting. DEQ may set aside time for the public to speak.

Once the committee process is complete, DEQ will develop draft rules and conduct a public rulemaking process. That process will include a specified period during which the public can submit comments on the proposed rules. DEQ will also hold a public hearing during which any member of the public can submit written or verbal comments. Individual committee members may provide comments to DEQ on the full draft rule at this time. DEQ may modify the final proposed rules based on public comment. DEQ intends to take a final proposed rule to the EQC for consideration.

## DEQ Contacts

Primary Contact: Rachel Sakata, 503-229-5659

Alternate Contact: Michael Orman, 503-229-6595