



Subcommittee Convening Charter

Subcommittee name: Stakeholder Engagement Subcommittee

Purpose/objectives: Develop a stakeholder engagement plan that creates pathways for external stakeholders, elected officials, and governments to stay apprised of the Steering Committee (SC) process and work, and also builds in opportunities for input for stakeholders to feed into the SC's work.

- Intended audience:
 - State and local elected officials
 - Organizations and stakeholders that are represented by SC members around the table.
 - Decision makers and key influencers
 - Statewide Recycling Stakeholder group
 - Media

Participants:

- Rogue Disposal & Recycling — Laura Leebrick
- AOR -- Amy Roth
- Metro Regional Government — Pam Peck
- AOC — Tim Schimke
- DEQ — Brian Stafki
- Cities (large and small) e.g. Eastern OR representative — TBD
- Processor — TBD
- Master recycler (both outside and within Metro region) — TBD
- Youth representative? — TBD

Chair: Pam (Amy Roth as scribe)

Tasks:

1. Develop talking point(s) / consistent messaging to communicate about the Steering Committee purpose, process, deliverables and timeline and longer-term efforts.
2. AOR Forum : Develop updates, talking points, questions that would be useful to the SC or Stakeholder Engagement subcommittee.
3. Develop Stakeholder Communication Plan that includes engagement goals.
4. Codify relationship to DEQ Communications group.

Timeline for completion for each task:

- 2/15 : Develop talking points and goals for AOR Forum.

Facilitation/note taking assistance needed: self-facilitated, though would like to

In-person, web, or teleconference: In-person meetings as preference if the subcommittee meetings are scheduled before/directly following a Steering Committee meeting. Otherwise, Zoom would be the preference to allow for meaningful participation from members outside of the Portland Metro area. Zoom/in-person meetings could potentially be hosted at DEQ.

Duration (frequency and length):

- Every two weeks (2 hr blocks)

Additional scoping information relevant to this subcommittee: none at this time.