

Charter



State of Oregon
Department of
Environmental
Quality

Land Quality Division
Solid Waste Policy and
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Purpose & Mission

The Department of Environmental Quality has created this Advisory Committee for the purpose of making recommendations to assist DEQ in developing new Conversion Technology rules. These rules will establish performance standards and solid waste permit requirements for Conversion Technology facilities which assure environmental protection as well as establish an appropriate fee structure for this new permit category. The Advisory Committee is intended to provide a forum for input and recommendations to DEQ for these Conversion Technology facility rules.

Process/Schedule

The Advisory Committee will meet four to six times between January 2012 and September 2012. DEQ staff will provide committee members with background and discussion materials before each meeting and will give adequate notice of meetings, including a detailed agenda with times allotted for each discussion topic.

DEQ staff will lead the committee in discussions designed to consider recommendations for addressing various Conversion Technology issues.

DEQ staff will prepare committee meeting summaries which will document significant issues raised during the discussions, whether and how the issues were resolved, committee recommendations regarding rulemaking and other action items. These meeting summaries will be posted on the DEQ website.

Public records and confidentiality

Committee records, such as formal documents, discussion drafts, meeting summaries, and exhibits are public records. Committee communications are not confidential and may be disclosed. However, the private documents of individual committee members generally are not considered public records if DEQ or another public body does not use or retain copies.

Process conclusion

A draft set of proposed Conversion Technology rules will be submitted to the Environmental Quality Commission for adoption.

Staffing and Financial Support

DEQ will provide financial support for necessary operating expenses of the advisory committee, including administrative support and facility expenses. DEQ will provide members with appropriate materials to carry out their duties.

Ground Rules

All committee members commit to:

- Attend each meeting to ensure continuity throughout the rule development process;
- Avoid substituting or alternating members whenever possible;

- Treat everyone and his or her opinions with respect;
- Allow one person to speak at a time;
- Comment constructively and specifically;
- Engage in honest, constructive and good faith discussions in all aspects of a discussion;
- Come prepared for meetings by reading materials prior to the meeting, thinking through questions and developing responses and discussion ideas;
- Consult regularly with their particular constituencies and provide input to the discussions from those constituencies;
- Operate according to, and stay focused on, the committee's specific charge; and
- Not attempt to represent the views of the committee as a whole to the public.